



Email: [dssokhurda1@gmail.com](mailto:dssokhurda1@gmail.com)

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KHORDHA  
(SOCIAL SECURITY SECTION)

No. 2613

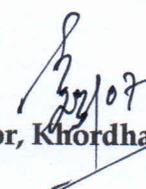
Dated 23/07/2021

**[NOTICE INVITING EXPRESSION OF INTEREST FOR SELECTION OF NGOS FOR RUNNING OF OLD AGE HOME, DESTITUTE HOME (MENTAL ILL HOME/BEGGARS HOME), SCHOOL FOR VISUALLY IMPAIRED, SCHOOL FOR HEARING IMPAIRED, SCHOOL FOR INTELLECTUALLY DISABLED IN INTEGRATED INFRASTRUCTURE COMPLEX, KHUHPUR, JATNI, KHORDHA]**

District Administration invites sealed proposals from the intending Registered NGOs/ Organizations for setting up of Old Age Home, Destitute Home (Mental ill Home/Beggars Home), School for Visually Impaired, School for Hearing Impaired, School for Intellectually Disabled in Integrated Infrastructure Complex, Khudpur, Jatni, Khordha as specified in the EOI notice.

The detailed EOI notice containing terms and conditions, EMD other statutory requirement etc. can be downloaded from the District website [www.khordha.nic.in](http://www.khordha.nic.in) as well as can be obtained from the Office of the DSSO, Khordha from 28.07.2021. The cost of application for submission of proposal is Rs. 2000/- (Rupees two thousand) only which is non-refundable. The proposal completed in all respect along with all required documents should reach in sealed cover addressed to the District Social Security Officer, Khordha on or before 10.08.2021 up to 1.00 PM by registered/ Speed Post & in person only. The application of proposal shall be opened on 11.08.2021 at 11.00 AM in the Conference Hall of Collectorate, Khordha by the Chairperson in presence of the members of the selection Committee and applicants or their authorized representatives. The proposal received beyond the scheduled date and time shall not be taken into consideration.

The Collector, Khordha reserves the right to accept or reject the proposals without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.

  
Collector, Khordha

Memo No. 2614 /SS, dated 23/07/2021

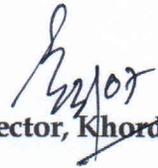
Copy forwarded to the DIO, NIC, Khordha for information with request to get the EOI Notice alongwith document hoist immediately in the Official website of NIC, Khordha for wide publicity.



Collector, Khordha

Memo No. 2615 /SS, dated 23/07/2021

Copy forwarded to the Deputy Commissioner (Welfare), BMC, BBSR/ Project Director, DRDA, Khordha/ Sub-Collector, Khordha, Bhubaneswar/ CDM & PHO, Khordha/ District Education Officer, Khordha/ All Block Development Officers/ All Tahasildars/ All CDPOs of Khordha District/ All Collectors/ DSSOs of the state of Odisha for information and necessary action with request to display the EOI notice in the Notice Board of their respective Offices for wide publicity.



Collector, Khordha



Email: [dssokhurda1@gmail.com](mailto:dssokhurda1@gmail.com)

**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KHORDHA  
(SOCIAL SECURITY SECTION)**

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**EXPRESSION OF INTEREST  
FOR  
SELECTION OF NGOS FOR RUNNING OF OLD AGE HOME, DESTITUTE  
HOME (Mentally ill Home/ Beggars Home), SCHOOL FOR VISUALLY  
IMPAIRED, SCHOOL FOR HEARING IMPAIRED, SCHOOL FOR  
INTELLECTUALLY DISABLED,  
IN INTIGRATED INFRASTRUCTURE COMPLEX, KHUDPUR, JATNI,  
KHORDHA.**

Issuer:

**Collector and District Magistrate, Khordha**

Collectorate, Khordha-PIN-752056

Phone: 06755-220001

Email: [dm-khurda@nic.in](mailto:dm-khurda@nic.in)

## DISCLAIMER

The information contained in this Expression of Interest (hereinafter referred to as "EOI") document provided to the intending applicants by the District Social Security Office, Khordha, hereinafter referred to as DSSO,

The purpose of this EOI document is to provide the proposal for the existing Old Age Home, Destitute Home (Beggars/Mentally ill persons) and School for Visually Impaired, School for Hearing Impaired and School for Intellectually Disabled at Integrated Infrastructure Complex, Khudupur, Jatni, Khordha.

Each applicant should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this EOI document and wherever necessary obtain independent advice from appropriate sources. District Social Security Officer and their employees shall have no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the EOI document.

The Collector, Khordha may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EOI document.

### Fact Sheet

Sl. No.	Milestone	Date
1	Last date and time for receipt of EOI	10.08. 2021 (by 1.00 PM)
2	Place of submission of EOI	District Social Security Officer, Khordha
3	Place, date & time of opening of EOI	Conference of Collectorate, Khordha on 11.08.2021 at 11.00 A.M.
4	For further Details	Office of District Social Security Officer, Khordha
5	Cost per tender paper	Rs.2,000/- (Rupees two thousand only) for one bidder. (Non-refundable)

**Note:**

1. The Collector, Khordha reserves the right to change any schedule.
2. The EOIs must be submitted before the date, time and venue mentioned in the fact sheet. The EOIs received after the dateline will not be entertained.

**Introduction:**

The Social Security & Empowerment of PwDs Department (SSEPD) has decided to provide multiple services to Senior Citizens, PwDs, Beggars and Victims of substance abuse requiring comprehensive rehabilitation by technical manpower by opening the Old Age Home, Destitute Home, and School for Visually Impaired, School for Hearing Impaired, School for Intellectually Disabled, Early Intervention Centre, Physiotherapy Centre, Mobile Medical Unit and DDRC in one building under the banner of Integrated Infrastructure Complex, Khordha.

**Background:**

- a. Action plan for implementation of 5Ts includes developing Integrated Infrastructure Complexes as National Centers of Excellence with facilities of Old Age Home, Skill Development Centre, Special School, Mentally ill Home and Rehabilitation Centre. This Infrastructure will aim at holistic geriatric care and improving the lives of Persons with Autism, Cerebral Palsy, Mental illness, Multiple Disabilities, other PwDs. These categories of Persons usually eke out a miserable existence and are subject to exploitation, abuse and neglect causing depression, anguish and resentment. To provide such individuals social, economic and emotional support & develop an environment congenial to their full & effective particular in social life.
- b. Hon'ble Supreme Court in case No. WP(c) No. 193 of 2016 in Dr. Ashwini Kumar Vrs. Union of India and others issued directives for providing Pension, Shelter and Geriatric and medical care and in case No. WP(c) No. 412 of 2016 in Gaurav Kumar Bansal...Vrs...Union of India & others issued directives for providing shelter home for the mentally ill.
- c. Social Security of Senior Citizens, PwDs, Beggars and Victims of substance abuse requiring comprehensive rehabilitation services by technical manpower under one roof on regular basis. The need for creating such composite centre capable of providing all range of quality services is being urged time and again to improve the conditions of PwDs, Senior Citizens and other beneficiaries. These facilities involve creation of infrastructure including technical equipment, manpower, and an effective monitoring mechanism involving a higher investment.

**Programmes:** IIC is conceived at the District level which will house the following amenities in phases:

- a. Home for Senior Citizens
- b. Destitute Home ( Beggars/Mental illness person)
- c. School for Visually Impaired
- d. School for Hearing Impaired
- e. School for Intellectually Disabled
- f. Early intervention Centre
- g. Physiotherapy Centre
- h. Mobile Medical Unit.
- i. DDRC
- J. Advanced Rehabilitation Centre.

#### **Selection of NGOs**

- Existing school management/ NGO is allowed to use the infrastructure at the IIC for running the School.
- The NGO will relocate the Special School to the IIC.
- The premises will not be handed over to the management and will continue to remain under the administrative control of DSSO and maintenance will be with R&B Department.
- Management will run the School as per the guidelines of SSEPD Department. District administration will identify the NGO following due process.
- NGO will be responsible for providing security inside the premises of the individual units. Security will be ensured round the clock.
- A centralized kitchen will be made operational in each IIC. Its operation will be outsourced to a competent Organization. A Committee will be constituted under the chair of the Consultant with participation of managing NGOs for overall supervision of the centralized kitchen.
- Provide facilities to the beneficiaries in the shelter premises as their project norm.
- Provide the required Manpower for running the operations of the individual rehabilitation center.

**Release of Funds:** Funds will be released in two installments to the management (NGO). The first instalment will be released to the management during the first week of April. On submission of the inspection report and UC for the previous year, the second installment will be released during September.

Separate electric meter will be installed for the common areas. Electricity dues for the common areas will be paid separately by the Department. Electricity dues for the individual units will be paid by the management and the cost will be built into the overall management cost.

**Outcomes:** Increase in the numbers and proportions of older persons and PwDs can be expected to have far reaching economic, social and political implications. In Odisha the number of older persons and PwDs are increasing faster than the number of people in the traditional working ages, leading to a larger task ahead. However, the IIC complexes will have the following outcomes:

- IIC complexes will provide shelter to 400 persons including Senior Citizens, Destitute( Baggers/Mental ill person) and children with disabilities initially.
- The IIC complexes will have provision for medical care, therapeutic services, counseling, assistive devices and physical rehabilitation services for all the inmates as per norms.
- Support will be provided to the children with disabilities for special or inclusive education, vocational training and other rehabilitation guidance.
- Residents will avail opportunities for yoga and meditation, sports, spiritual, cultural and other recreational facilities.

#### **Instruction to the applicants**

- I. The EoI Document can be obtained from DSSO Office/ web site [www.khordha.nic.in](http://www.khordha.nic.in) as per the date and time mentioned in the EoI Notice.
- II. The Bidders are invited to submit Technical Proposal as per the given formats in separate sealed covers for the services required for the assignment.
- III. Applicants are advised to study all instructions, forms, terms, requirements and other information in the EOI documents carefully. Submission of bid shall be deemed to have been done after careful study and examination of the EOI

document with full understanding of its implications. In response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI document or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Applicant's risk and may result in rejection of their proposal.

- IV. The Applicant is responsible for all costs incurred in connection with participation in this process, including, but not limited to costs incurred in the conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of its Application, in providing any additional information required by DSSO, Khordha. To facilitate the application process. The DSSO, Khordha in no case will be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- V. The selected bidder shall provide professional, objective, and impartial advice and at all times hold DSSO's interest paramount.
- VI. The Technical proposal should be submitted along with a refundable EMD of Rs.1,00,000.00(Rupees one lakh) only of each bidder in shape of BD placed in favour of District Social Security Officer, Khordha. The EMD amount of successful bidder will not be refunded.
- VII. The cost of tender paper for each bidder is **Rs.2,000/-** (Rupees two thousand) only which is not refundable.
- VIII. The applications must reach on or before **10.08.2021** by **1.00 P.M.**.The DSSO, Khordha won't be responsible for any delay.
- IX. The Application including supporting documents shall be typed or written in indelible ink and the applicant shall initial each page. Applicant should fill in information in prescribed formats for qualification as mentioned in the Eoi Document. The applicants shall submit all supporting documents in the format as prescribed in the Eoi document along with suggested documentary evidence with the application.
- X. Proposal shall be placed in a separate sealed envelope clearly marked as, "**PROPOSAL** for Running of Old Age Home, Destitute Home ( Beggars/ Mentally ill Home) and School for Visually Impaired, School for Hearing Impaired, School

for Intellectually Disabled, at Integrated Infrastructure Complex (IIC), Khudpur, Jatni, Khordha.

The envelopes containing the Proposal shall be placed into an outer envelope and sealed. This outer envelope shall be clearly marked as **“PROPOSAL FOR RUNNING OF OLD AGE HOME, DESTITUTE HOME (Beggar/Mentally ill Home) AND SCHOOL FOR VISUALLY IMPAIRED, SCHOOL FOR HEARING IMPAIRED, SCHOOL FOR INTELLECTUALLY DISABLED AT INTEGRATED INFRASTRUCTURE COMPLEX, KHORDHA”**

- XI. An authorized representative of the bidders shall initial all pages of the Proposals. The authorization shall be in the form of a written power of attorney accompanying the Proposal or in any other form demonstrating that, the representative has been duly authorized to sign.
- XII. The Collector, Khordha reserves the right to accept or reject any or all the Applications without assigning any reason.
- XIII. The proposals must reach in the Office of the District Social Security Officer, Khordha at the below mentioned address latest by **10.08.2021 till 1:00 PM**.
- XIV. The proposals shall be sent by Registered Post/Courier/Speed Post/in person. Proposals sent through facsimile, email is not allowed. The sealed proposals shall be addressed to

**District Social Security Officer, Khordha.  
Address: Old Collectorate Building, Khordha,  
P.O.-Pallahat, Dist.-Khordha, PIN - 752056**

#### **Eligibility Criteria for Selection of NGOs**

The NGOs can have their registered office in any district inside the State of Odisha for running Old Age Homes, home for the destitute (Baggers/Mental Ill persons), Special School for VI, Special School for HI and School for those with Intellectual Disability. An NGO can be also selected for running multiple institutions and he can also be apply in one form.

The applicant must possess the requisite experience, strength and capability in providing the services necessary to meet the requirements as described in the EOI document.

Initial Bid scrutiny will be made and incomplete details as given below will be treated as non-responsive if Proposals

- i. are not submitted in as specified in the EOI document
- ii. received without the Letter of Authorization (Power of Attorney)
- iii. submitted without documents required as per EOI..

All responsive Bids will be considered for further processing as below.

The Committee will prepare a list of responsive applicants who comply with all the Terms and Conditions of the Tender. The decision of the Committee will be final & binding in this regard.

Proposal shall be opened in the presence of applicants, authorized representatives who intend to attend at their cost. The applicants, authorized representatives who are present shall sign in the attendance sheet giving evidence of their presence.

Proposal document shall be evaluated as per the scoring sheet

**Evaluation of document:-** Bids received would be assigned score based on the parameters defined in the guidelines. All supporting documents submitted in support of eligibility and technical evaluation matrix should comply with the following:

NGOs will be chosen purely based on technical evaluation. 50 marks will be given for the parameters mentioned in the application form. Another 50 marks will be for the technical presentation. Decision of the Committee will be final in this regard.

#### **Default of Service**

Deviation and/ or Refusal and/ or non-Performance towards in any of the obligations described in the Scope of Services would be treated as default of service of the selected Firm. Upon default of service, the Collector would reserve the right to forfeit the Performance Security and the payment outstanding for the said job. In addition, the Collector would also have the right to terminate the agreement with the selected firm.

#### **Tender Document Fee**

Non-refundable Tender Document cost in shape of Demand Draft from any scheduled commercial Bank in favour of DSSO, Khordha payable at Khordha for Rs.2,000/- (Rupees two thousand only) is to be furnished by the bidder along with the Bid. Bid without the requisite tender Document cost shall be treated as non responsive and liable to be rejected.

**Disputes**

All legal disputes are subject to the jurisdiction of Khordha & Bhubaneswar Court only.

**Right to reject any or all Proposals**

Notwithstanding anything contained in this invitation document, Collector reserves the right to accept or reject any Proposal and to annul the selection process and reject all proposals, at any time without any liability or any obligations for such acceptance, rejection, or annulment without assigning any reasons thereof.

The Collector also reserves the right to reject any Proposal if:

- a. at any time, a material misrepresentation is made or uncovered, or
- b. the firm does not submit sufficient information as being asked for

**Late Submission**

Proposals received after the deadline for submission prescribed by DSSO will not be entertained and shall be rejected.

**Form of Application for accommodation in Integrated Infrastructure Complex  
PART-A**

1. Name & complete address of managing Organization  
(PIN Code, Phone, Fax, website, Email etc. :)
2. Date of Establishment :
3. Registration Details :  
(Act under which registered with no. & date)  
(enclose copies of certificates & Byelaws)
4. If registered under FCR Act, 2010 :  
Registration number, date & validity period.  
(Enclose copy)
5. Registration under Income Tax Act 1961 :  
(PAN number, 12 AA, 80G etc.) (Enclose copies)
6. Registration under Niti Ayog :  
(NGO Darpan) MWPSA Act, 2007,  
RPWD Act 2016 and NTMR Act, 1999.  
(enclose copies)/ Others (Specify)
7. Details of Governing Body/Managing Committee of the Organization(in Format)

Sl. No.	Name & Address	Occupation	Tel. No.	Educational Qualification
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8. Financial status of the Organization :  
(encloses Auditor's Report & balance sheet with IT  
return certificate for last 3 years (2018-19, 2019-20, 2020-21).
9. Details of assets of the Organization (in format)

Sl. No.	Items	No. of Units	Value
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10. List of staff available

Sl. No.	Name & Address	Qualification	RCI Registration number.
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11. Activities/ programmes of the Organization :  
(please enclose latest Annual Report)
12. Projects/ programmes under implementation (in format)

Sl. No.	Project Name	Location	Beneficiaries (category & no.)	Project cost
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13. Whether the organization is ever black listed :  
or charge sheeted by any authorities? If yes details thereof.

14. Name and address of  
contact person with mobile & email address :

**Signature of  
Secretary/President with Seal**

**PART-B**

1. Name of the project to be located in IIC.
2. Present location with detail Address
3. Whether building is own/rented  
(If owned, status of the building)
4. Year of establishment of project
5. Sources of funds
6. Assets of the project.
7. List of staff of project
8. Category and number of beneficiaries  
(Enclose list of beneficiaries)
9. Justifications/ Reasons for relocating the project
10. Any other

**Signature of  
Secretary/President with Seal**

**Undertaking**

Date:-

To,  
DSSO, Khordha

EOI Ref. No:

Dear Sir,

In response to the EOI Reference No. ....dated .....for EOI for "Selection of Agency for shift & run the Old Age Home, Destitute Home, and School for Visually Impaired, School for Hearing Impaired, School for Intellectually Disabled, Early Intervention Centre, Physiotherapy Centre, Mobile Medical Unit and DDRC in the Integrated Infrastructure Complex, Khordha.", as an owner/ partner/ Director of ....., I/ We hereby declare that presently our firm ..... is having unblemished record and is not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time by the Government of India / any State Government

I/We further declare that presently our Agency (.....) is not blacklisted and not declared ineligible for reasons other than corrupt and fraudulent practices by any State/ Central Government/ on the date of Application Submission.

If this declaration is found to be incorrect then without prejudice to any other action my/our Application may be rejected and may take any other action as deem fit.

Yours sincerely,

**Bidders official Signatory/ Authorized Signatory  
(With official stamp)**