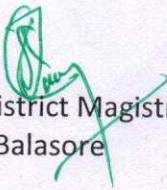


District Office, Balasore
(Social Welfare Section)
No 2616, Date 06.09.19,

CORRIGENDUM FOR TENDER CALL NOTICE

In continuation to Tender Call Notice No. 2553, dt. 31.09.19, it is inform to all concerned that due to some unavoidable circumstances the tender (Application for Expression of Interest of OSC) is extended up to 16.09.2019 & it will be opened on dtd. 17.09.2019 at 4 P.M. instead of 06.09.2019. All other terms & conditions remain the same.


Collector & District Magistrate,
Balasore

DISTRICT OFFICE::BALASORE
(SOCIAL WELFARE SECTION)

Tel No.: _____, E-mail.: dswobalasure@nic.in

NOTICE FOR EXPRESSION OF INTEREST

No. 2553, dt. 31.08.2019 //

Sealed application are invited in prescribed from the eligible and interested organization for selection of Agency to run One Stop Centre (OSC) in Balasore district to provide integrated support and assistance to women affected by violence both in private & public spaces including medical, legal, psychological and counseling.

Details of Eligibility criteria, Selection procedure and Application form is available Balasore dist, website <http://www.balasore.nic.in>.

The application with necessary relevant signed document in the prescribed format must reach within the scheduled date & time at the Office of the DSWO, Balasore through Speed Post/ Registered post only indicating "Application for setting up One Stop Centre in Balasore district". Application received after the due date will be rejected.

- Time of receipt of application: 10 a.m to 5.30 p.m
- Last date for receiving the completed application: 06-09-2019 up to 12 Noon of same date.
- Date of Opening: On 07.09.2019 at 4 p.m

Collector & District Magistrate
Balasore

Memo No. 2554 dt. 31.08.2019 //

Copy to the District Information Officer, NIC, Balasore information and webhost the notice.

Collector & District Magistrate
Balasore

Memo No. 2555 dt. 31.08.2019 //

Copy to all DSWOs for information with request to display in their Notice Board for wide publicity.

Collector & District Magistrate
Balasore

Memo No. 2556 dt. 31.08.2019 //

Copy to all Sub Collector/all CDPOs of Balasore district for information with request to display in their Notice Board for wide publicity.

Collector & District Magistrate
Balasore

**Eligibility Criteria, Selection Procedure and Application form for Agency
to run One Stop Center in Odisha.**

A. Eligibility criteria for the Agency:

1. Registration: Three years under the Society Registration Act. 1860/India Trust Act.1862.Sec 25 of the Companies Act. 1956/Sec 8 of Companies Act 2013.
2. Registration under section 12-A and 80G of income Tax Act. 1961 for exemption, if the Agency is a non-profit organization.
3. Working experience in the district Minimum five years proven field level experience in women and child programmes or any Social Development Sectors in within district.
4. Assets: Minimum assets of Rupees Eight Lakhs in the name of the Agency in terms of ownership of land/building assets in the district.
5. Turnover: Minimum of Rupees Twenty Lakhs as per last financial year balance sheet.
6. Not been blacklisted or placed under funding restriction by any Government or Govt. Agencies.
7. Any office bearer on behalf of the organization should not be convicted by any court of law in India or abroad for any criminal offence.
8. No adverse report from the District/WCD/any Govt. Departments of partnership. Agencies which have been discontinued due to poor performance in implementation o any projects shall not be eligible to apply.
9. Compliance of IT certification/ IT Return for last 3 years.
- 10.Should have relevant License from W & CD Dept such as ITPA license.
- 11.Service provider documents from W & CD for providing service to women victims.

B. Steps for selection of Agency:

The following selection process shall be carried out at district level.

1. Desk appraisal of the applications received within the due date as per the advertisement. This may be done by a Committee constituted by the collector for the purpose.
2. Only shortlisted applications found after desk appraisal shall be considered for field appraisal by a Field Appraisal Committee as constituted by the Collector for the purpose.
3. After completion of the filed appraisal, the team will submit their signed assessment respects along with the signed scoring sheets to the Collector of the District.

4. Based on the field assessment findings, the Field Appraisal Committee shall award scores in the prescribed format and NGOs who secure minimum 50% mark as cut off shall be shortlisted and referred to DLPAC.
 5. District Level Project Appraisal committee (DLPAC) headed by Collector will finalise the NGO based on the field appraisal report & credibility of the organization. This selection will be intimated by the Collector to the W & CD Department.
- C. Application procedure:

The interested and eligible Agencies may submit application with necessary relevant signed document in the prescribed application format only to the District Social Welfare Officer of concerned district where the project is requested through **speed post/registered/courier post only latest by 16.09.2019.** Applications received after the due date or in an open envelope or lack of required information shall be rejected. No personal enquiry shall be entertained. Organization interested to apply for more than one location of OSC have of apply in separate application forms.

D. Document to be submitted with the application/proposal:

1. Self certified copy of the Society registration/Indian Trust Act./Companies Act. Certificate.
2. Self certified copy of the 12-A registration certificate.
3. Self certified copy of the 80-G registration certificate.
4. Self certified copy of the Audit report for last three financial years (2015-16, 2016-17, 2017-18).
5. Self certified copy of the last three annual reports (2015-16, 2016-17, 2017-18).
6. Self certified copy of land records (RoR and updated rent receipt for 2017-18)
7. Self certified copy of IT return for last 3 years i.e. (2015-16, 2016-17, 2017-18).
8. Copy of ITPA license of W & CD department/ Collector, Balasore.
9. Self certified copy of service provider document of W&CT dept. Govt. of Odsiha.
10. Minimum of Rs. 20lakhs turnover as per last balance sheet of 31/03/2018.
11. Bye law and memorandum of the Agency (self certified copy)

12. Photo copies of the documents relating to experience in women and child program or any social Development sector with the support of Govt./Donor Agencies. In the experience documents the duration of the project must have been mentioned. (Attach the proof documents with self certification)
13. Undertaking by the Agency that has not been blacklisted or placed under funding restriction by any Govt. or Govt. agencies.
14. Undertaking that any office bearer on behalf of the organization has not been convicted by any court of law in India or abroad for any criminal offence.
15. Human resource details (Full time/Part time staffs etc.)
16. Copy of Pan Card .
17. Copy of Bank Pass Book.
18. Copy of Aadhar Card of all trustees/ members.
19. Unique id no. of registration in NGO-PS Portal of NITI Aayog.
20. Copy of the latest sanction order (if running Swadhar Greh/Ujjawala)
21. Any other documents in support of the organization.

N.B.- All the above supporting documents must be signed by the Chief Functionary of the organization, failing which, the application shall be rejected.

sd/
Dist. Social Welfare Officer
Balasore

	APPLICATION FORM Location of the One Stop Center..... Name of the District.....	
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1	Name of the organization	
2	Registered Office address with phone, fax number and email	
3	Name of the Chief Functionary with Mobile number	
4	a. Date & year and number of the Society Registration under Society Registration Act/Indian Trust Act/Companies Act (Attach copy)	
	b. Act under which registered	
5.	Year of 12 A registration (Attach copy)	
6	Whether registered under 80G (Attach copy)	Yes/No
7	Bank details (attach Xerox of Bank pass book first page) Name of the Bank Account number IFSC Code Address of the bank	
8	PAN number (Attach photocopy)	Yes/No
9	3Year IT Return (Attach photocopy) (2015-16/2016-17/2017-18)	Yes/No

. 10. Financial turn over

Year	Income(Rs.)	Expenditure(Rs.)	Fixed asset as per the balance sheet(Rs.)
2015-16			
2016-17			
2017-18			

11. Experience in Women and child & other Social Development Sector out of funding from Government of Odisha/Govt. of India/Govt. of any other state.

Name of the program	Supported/Funded by	Programme duration (from-to)	Operational area	Project cost	Remark
		_____ to _____			

(Attach copy of the proof document where the duration of the project has been indicated)

(Attach copy of the proof document where the duration of the project has been indicated)

12. Experience in Women and child & other Social Development Sector out of funding from Development Agency/UN Agency/Corporate etc. any other state.

Name of the program	Supported/Funded by	Programme duration (from-to)	Operational area	Project cost	Remark
		_____ to _____			

(Attach copy of the proof document where the duration of the project has been indicated)

13. List of members of Managing Committee/Executive Committee of the Organization: (attach copy of Aadhar Card)

Name	Designation	Age	Educational Qualification	Aadhar Card number	Permanent Address	Present Address

14. Details of the existing staff position of the Organization as on 31/03/2018:

Staff categories	Full time (Number)	Part time (Number)

15. Details of the National/State/District level awards received by the organization for significant contribution in development of social sector.

Name of the Award	Award issuing institution /Organization with date.	Remarks

(attach copy of the proof document)

16. Undertaking of the NGO that; any office before on behalf of the organization has not been convicted by any court of law in India or abroad for any criminal offence.

17. Undertaking of the NGO that; it has not been blacklisted by any Government (State of Central) Department or Agency in India, which is in force during the currency of the contract.

18. Any other information:

Declaration

I here by certify that, I have read the rules and regulation of the Scheme/Project and the above information furnished is true to the best of my knowledge and belief.

Signature of Chief Functionary with seal

Name of the Chief Functionary.....

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19. Unique id no. of registration in NGO-PS Portal of NITI Aayog.
20. Copy of the latest sanction order (if running Swadhar Greh/Ujjawala)
21. Any other documents in support of the organization.

N.B.- All the above supporting documents must be signed by the Chief Functionary of the organization, failing which, the application shall be rejected.