



GOVERNMENT OF ODISHA

Department of Social Security & Empowerment of Persons with Disabilities

Lokseva Bhawan, Bhubaneswar, Odisha-751001

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Expression of Interest for operation and overall management of Integrated Infrastructure Complex (IIC)

Section-I NOTICE INVITING EOI

Department of Social Security & Empowerment of Persons with Disabilities (SSEPD) invites Expression of Interest (EOI) from reputed and interested Corporate Houses for supervision and overall management of **Integrated Infrastructure Complexes (IIC) in Khordha, Cuttack, Puri, Bhadrak, Sambalpur, Kandhamal, Ganjam and Sundargarh districts**, directly or through any executing agency.

The activities running in IICs are as follows:

Home for Senior Citizens, School for the Visually Impaired, School for the Hearing Impaired, School for the Intellectually Disabled, Early Intervention Centre, Physiotherapy centre, Mentally Ill Home, District Disability Rehabilitation Centre, Advanced Rehabilitation Centre etc..

The Integrated Infrastructure Complex will function with a capacity of about 400 inmates (Home for Senior Citizen-100 inmates, School for Visually Impaired-100 students, 6 School for Hearing Impaired-100 students & School for Intellectually Disabled-100 students) initially. The numbers may vary depending on local requirements and operation of other services.

These Senior Citizen Houses, Schools, etc. will be operated by various organisations, and the Corporate House shall provide specified common services to them.

Schedule of Events:

Sl. No.	Description	Schedule
1	Date of availability of EoI Document	23.06.2025 to 10.07.2025
2	URL of website for downloading of EoI Document	SSEPD Department website: https://ssepd.odisha.gov.in/
3	Date, time and place for submission of the EOI documents by Speed Post / Registered Post / Courier	In all working days and up to 4:00 PM of 10.07.2025 in the Office of Director, SSEPD, SSEPD Department, Lok Seva Bhawan, Bhubaneswar-751001

4	Date, time and place for opening of the EoI document	11.00 AM on 11.07.2025 in SSEPD Department, Lok Seva Bhawan, Bhubaneswar
5	Time, Date and Venue of presentation by the Corporate Houses	To be intimated later on.

The EoI document may be downloaded from the official website: <https://ssepd.odisha.gov.in/>.

The Corporate Houses shall submit their EoI complete in all respects to the Director, SSEPD, SSEPD Department, Lok Seva Bhawan, Bhubaneswar-751001 by 4:00 PM of 10.07.2025.

Section-II

GENERAL INSTRUCTIONS

1. The interested bidder may inspect the IICs during 10.00 AM to 5.00 PM on all working days till the last date of submission of EoI.
2. Preparation of EoI:
 - i) Check List as per Annexure-A
 - ii) Declaration by Corporate House/ Implementation Plan for operation of IIC mentioned in Annexure-B
 - iii) Photocopies of the contract/ work order of similar works assigned mentioned in Annexure-C
 - iv) The EoI document shall not contain any interlineations or overwriting. It should be duly stamped and signed by the authorized signatory of the Corporate House in each page.
 - v) All required documents shall be put in envelope and shall be sealed and superscripted with "EoI of Corporate House for supervision and overall management of IIC.....)
3. The EoI will be opened at the time & date specified in the schedule of events in Section-I. The bidders or their authorized representative may attend the bid opening if they so desire.

Section - III

PROCEDURE FOR EVALUATION OF EoI

1. The Evaluation Committee will evaluate the EoI and documents submitted by the Corporate House.
2. Firstly, the document/papers asked in EoI will be checked and qualified Corporate Houses will be decided.
3. All qualified bidders may be asked to make a power point presentation (15-minute duration) before the committee if necessary.
4. Corporate Houses of good repute, having keen interest in such a social security programmes will be selected.
5. The suitable Corporate House will be selected for supervision and overall management of the IIC.
6. SSEPD Department reserves the right to accept or reject any or all EoIs received without assigning any reason thereof.

Section-IV
SCOPE OF THE WORK

1. The Corporate House shall be responsible for overall management and maintenance of IIC including financial transactions, management of all data, maintenance of building and surroundings, operation of common kitchen, dining hall, common area maintenance, gardening, security, electricity, water supply, sanitation, upkeep of sports complex, fitness and security of inmates. They will co-ordinate with the equipment/ machine supplier agencies for repair, preventive maintenance. All expenses in this regard including the cost of electricity, water, contingencies and other charges will be met by the SSEPD Department. The Corporate House may also provide top-up expenditure for the above heads out of their CSR fund.
2. The Corporate House may carry out its responsibilities either directly or through any executing agency, including NGOs, of its choice.
3. Operational Costs @ Rs.2,10,72,000/- per annum will be provided to the selected Corporate House or its executing agency, for overall management, maintenance and supervision of each IIC. In addition, the Corporate House may utilise their CSR component for any purpose in the IIC. The unutilized Operational Cost at the end of the financial year available with the Corporate House will be refunded to SSEPD Department.
4. The selected Corporate House will engage qualified and suitable personnel for all tasks such as supervisors, Yoga and fitness specialists, Multi-tasking staff, plumbers, electricians, security staff, gardeners, cleaning and housekeeping staff, skilled workers etc. for maintenance of building, equipment and common kitchen service of IIC.
5. The Corporate House will be responsible for the operation of common kitchen, dining hall, security of IIC campus including inmates, sanitation of the buildings and surroundings, purchase of playing and other instruments, maintenance of equipment and all construction of sports complex, all electrical maintenance inside the buildings and outer space including replacement and repair of essential appliances, payment of electric bill, common services i.e. cleaning & housekeeping, plantation, gardening, landscaping, equipment and campus development etc.. For this suitable skilled workers will be engaged by the Corporate House.
6. The Corporate House should operate a centralized kitchen in each IIC, directly or through an NGO to provide nutritious food to the inmates throughout the day. All the facilities and services are free to the beneficiaries.
7. The Corporate House should receive the inventory i.e. infrastructure, machines, equipment and facilities as available at the centre. After expiry of the MoU, the Corporate House shall hand over the machines and equipment in good and working condition to the authority.

Handwritten signature

8. Selected Corporate Houses shall have to execute an MoU with the Department. The MoU shall be valid for an initial period of three years, and may be extended for further periods as mutually agreed upon, subject to satisfactory performance.
9. The Corporate House may, at their discretion, co-opt an NGO or a voluntary organization, to manage the day-to-day working of the IIC, on their own terms and conditions.
10. Funds will be released in two instalments in favour of the Corporate house/ its executing agency. The first instalment will be released during the month of April every year. On submission of Utilization Certificate, the second instalment will be released during the month of September.
11. If any action of the Corporate House is found to be detrimental to the interest of the IICS, its inmates or any policy decision of the Government, the Corporate House will be given one- month notice for their disengagement and suitable action as deemed proper will be taken against them. The unutilized funds available with them shall be refunded to the Government forthwith.

ANNEXURE-A

CHECK LIST

(To be submitted in the EoI Envelope)

Sl. No.	Item	Page No.
1	Particulars of the Corporate House	
2	Copy of PAN	
3	Details of similar services undertaken with copies of contract / work order in support of the information (Annexure-C)	
4	Brief write-up about the implementation strategy/ operation modality of the centre:	
5	Declaration of the Corporate House (Annexure-B)	

Authorized Signatory
Name & Designation:

Date:

Place:

Seal

ANNEXURE-B

IMPLEMENTATION PLAN/ DECLARATION BY CORPORATE HOUSE

1. Name of Corporate House:
2. Registered Address:
3. Communication Address:
4. Phone (Land Line / Mobile)
5. E-mail Id:
6. Up-to-date details of the Corporate House
7. Pl mention whether having own similar centres/ facility:
8. Bank Details of the Bidder
(Account no., Name of Bank, Branch name, IFS Code)
9. Name of applied IIC:
10. Brief write-up about the implementation strategy/ operation modality of the centre:
11. We.....agree that we shall abide by all the terms & conditions set forth in the EoI document. We do hereby declare that we have not been de-recognized/ blacklisted by any State Govt./ Union Territory/ Govt. of India/ Govt. Organisations.

Authorized Signatory
Name & Designation:

Date:
Place:

Seal

ANNEXURE-C

Details of similar services undertaken by the Corporate House

Sl. No.	Name of Corporate House	Description of work/ services provided	Date of commencement of services	Date of completion/ ongoing	Was the assignment satisfactorily completed

(Attach Photocopies of the contract/ work order of the assignments mentioned above)

Authorized Signatory
Name & Designation:

Date:
Place:

Seal

Nigam Pathrao
20.08.2021
Director, SSEPD
SSEPD Department
Director
SSEPD Department