



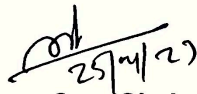
Government of Odisha

DISTRICT DISASTER MANAGEMENT AUTHORITY (DDMA), BOUDH

Adv. Lt No 3359 Dated 25.04.2023

Expression of Interest

Expression of Interest (EOI) are invited from the interested registered Non-Government Organizations (NGOs) who will be engaged for preparation of 109 nos of village Disaster Management Plan (VDMP) of Boudh district for the year 2023-24 with the financial & technical support of OSDMA Odisha, Bhubaneswar. The details of the Term of reference (TOR), selection procedure of NGO & others are uploaded in the district NIC website (<https://boudh.nic.in>) for necessary information. The interested NGOs, fulfilling the eligibility criteria are requested to submit expression of interest (EOI) along with all supportive documents to the **Additional District Magistrate cum Chairman of NGO selection Committee, Boudh, Odisha, 762014** by **9th May-2023 (till 5pm)** through speed post /registered post & Courier only. The same will be opened on **10th May 2023 at 11AM** in the office chamber of **ADM, Collectorate Boudh** in the presence of all the members of NGO selection Committee and representatives of NGOs. The envelope containing the EOI must be super scribed on the top as " **Application of Expression of Interest for the Preparation of VDMP-2023-24**". Any modification, alternation & date of extension, if so required, will be intimated through District NIC website only. The authority reserves the right to cancel any or the entire of EOI without assigning any reason thereof. For details of the work involved and eligibility criteria, one can also contact District Emergency Operation Centre, Boudh.



Collector -Cum Chairman
DDMA, Boudh

Memo no 3360 /EMG. Dt: 25.04.2023

Copy submitted to the Joint Director I & PRO, Bhubaneswar for information & necessary action and he is requested to publish the advertisement in at least two no daily Odia News paper for wide publicity.

Copy to DI&PRO .Boudh for information & necessary action .

Copy to DIO, NIC .Boudh for information & necessary action and he is instructed to upload the EOI in NIC Portal of Boudh.


Collector -Cum Chairman
DDMA, Boudh

Eligibility Criteria for selection of NGO Partner

- ❖ NGO should have been registered under the Societies Registration Act, 1860 or a State amendment thereof or the Indian Trust Act, 1882 or the Religious and Charitable Institutions Registration Act, 1920
- ❖ NGO should have completed 5 years from the date of registration on the date of filing application.
- ❖ NGOs should have worked in the field of disaster management.
- ❖ NGO should have a bank account for at least three years preceding the date of file of application
- ❖ "Disaster Management" should be one of the objectives in the Memorandum of Association of the NGO.
- ❖ The NGO should be located and working in the same district for at least 3 years.
- ❖ The NGO should be working with beneficiaries in rural areas even if the NGO headquarters is located in an urban area./ The area of operation of the NGO must be rural, meaning thereby a village included within the jurisdiction of a Gram Panchayat.
- ❖ The NGO should not have been black listed by any Central/State Government Ministries/ Departments/ Agencies or any National/ International Funding Organisation.
- ❖ NGO should not have defaulted either in works or in financial progress in any of their work with the State/ District Administration.
- ❖ The turnover of the NGO for the last 3 years should be at least Rs. 2 lakh per year.
- ❖ NGO should comply with the requirement of Income- Tax department / GSTIN or should have at least applied for the same.
- ❖ Members of the NGO Selection Committee or their family member should not be the office bearers of the NGO applying for the programme.
- ❖ The NGO's Board Members should not have any history of criminal offence against them

The NGOs should be recommended by the District Administration based on their track record, experience, capacity and other aforesaid selection criteria

Documents to be submitted along with the application form

- Copies should be attested by the President/ Secretary of the Organization
- ❖ Copy of the relevant registration certificate
 - ❖ Bye-law or MoA of the NGO.
 - ❖ Latest composition of the Managing Committee/ Executive Body
 - ❖ Annual Reports of the Organisation for last 3 Years :
 - ❖ Copies of last three years' audited statements/ Audited accounts, Viz., Receipt and Payment Account, Income and Expenditure Account and Balance Sheet along with Auditor's certificate and report for last three years
 - ❖ Documents relating to PAN number and exemption order under 12 -A if any
 - ❖ Bank pass book reflecting the transactions for the last three years.
 - ❖ Certificate from the Bank Manager stating that the account is operative for last three years.
 - ❖ The application should be submitted accompanied by a resolution of the organization duly signed by the sitting members of the Executive Body/ Managing Committee of the NGO
 - ❖ Letters on award of Assignment/ Project to the NGO
 - ❖ The NGO should submit an undertaking not have been black listed by any Central/State Government Ministries/ Departments/ Agencies or any National/ International Funding Organization

STATE NIGAL

Template Application (May be amended suitably)

To,
The Collector
_____ (District)

Sub: Application for Empanelment of NGOS for undertaking VDMPs

Madam/Sir,

On behalf of _____ an NGO under the Societies Registration Act, _____ I/We express our willingness to participate in the selection process for carrying out village level disaster management plan in the district _____ on behalf of _____. I/We also solemnly declare that, the NGOs named as _____ has not been blacklisted by any government agencies. I/We also declare that, our NGO would follow the guidelines of VDMP and orders of district administration in preparing the VDMP.

Your faithfully

Name:

Organization:

Signature with Seal: