



**OFFICE OF THE CDM&PHO-CUM- DISTRICT MISSION DIRECTOR, NHM,  
KANDHAMAL**

District Programme Management Unit(DPMU),NHM,DHH, Kandhamal, Phulbani - 762001 (Odisha)  
Phone : 06842- 253220, e-mail [reportsnrhmkan@gmail.com](mailto:reportsnrhmkan@gmail.com) , [dpmunhmkandhamal@gmail.com](mailto:dpmunhmkandhamal@gmail.com)

Letter No. 8850 /NHM

Date : 20 / 07 / 2022

To  
The Director, I & P. R. Dept,  
Lok Sampark Bhawan, Bhubaneswar  
e-mail: [ipr.advt@gmail.com](mailto:ipr.advt@gmail.com) / [iprenews@gmail.com](mailto:iprenews@gmail.com)

Sub : Publication of the advertisement.

Ref : Letter No. 5670 Dt. 27.06.2017 of the Hon'ble Chief Secretary, Odisha.

Sir,  
Please find here with a specimen copy of the advertisement for Publication of the same in two nos. of daily <sup>odia</sup> news paper (One time) by 22<sup>nd</sup> July' 2022.

This is for favor of your kind information and necessary action.

Yours faithfully,

20/07/2022  
CDM&PHO-cum- District Mission Director,  
NHM, Kandhamal

Memo No. 8851 /NHM

Date : 20 / 07 / 2022

1. Copy to the DIO, NIC, Kandhamal for information with a request to publish the same along with the enclosures (enclosed herewith) in the district website.
2. Copy to the Head Clerk, O/o the CDMO, Kandhamal for information and necessary action.
3. Copy to the DAM, NHM, Kandhamal for information and necessary action.

20/07/2022  
CDM&PHO-cum- District Mission Director,  
NHM, Kandhamal



**ZILLA SWASTHYA SAMITI, KANDHAMAL**  
**OFFICE OF THE CDM & PHO-CUM-DISTRICT MISSION DIRECTOR, KANDHAMAL**

**Request for Proposal (RFP) for Management of Delivery Van**

Advt. No. 8849/NHM

Dt. 20/07/2022

Sealed proposals as per prescribed RFP document are inviting from interested eligible NGOs for management of the Delivery Van in different blocks of Kandhamal district. The eligible criteria, the terms of reference and the formats for submission of bid as set forth in the RFP document can be downloaded from the website [www.kandhamal.nic.in](http://www.kandhamal.nic.in). The details of the location where the vehicles will be engaged are mentioned in the RFP document. Interested bidders fulfilling the eligibility criteria may submit their proposals separately (with EMD & document as per RFP) to the O/o: CDM & PHO, DHH, Phulbani, Kandhamal. Proposal(s) complete in all respect should reach the undersigned on or before 4:30 PM of date 16-8-22 through Regd/Speed post & courier and the same will be opened on date 17-8-22 at 4:30 PM in the office chamber of the undersigned. The undersigned reserves the right to reject any or all the tender(s) without assigning any reason thereof.

Sd/-  
CDM&PHO cum District Mission Director  
NHM, Kandhamal

19/07/2022

# REQUEST FOR PROPOSAL

## Management & Operation of Delivery Van in Kandhamal District

### 1. Scope of Proposal

- (a) Interested bidders fulfilling the eligibility criteria may submit their bid for Management & Operation of Delivery Van in Kandhamal District.
- (b) Proposal submitted in any other form and received after the due date and time will not be accepted.
- (c) Detailed description of the objectives, scope of services, deliverables and other requirements relating to "Management & Operation of Delivery Van" are specified in this RFP. The manner in which the Proposal is required to be submitted, evaluated and accepted is explained in this RFP;
- (d) The selection of the Agency shall be on the basis of an evaluation by the tender committee of the District, through the Selection Process specified in this RFP. Bidders shall be deemed to have understood and agreed that no explanation or justification for any aspect of the Selection Process will be given and that the decision of CDM & PHO Kandhamal is without any right of appeal whatsoever;
- (e) The bidder shall submit its Proposal in the form and manner specified in this RFP. After selection, the agency shall be required to enter into an Agreement with the Chief District Medical & Public Health Officer, Kandhamal.

### 2. Eligibility Criteria

The bidder should fulfil the following Eligibility Criteria:

- I. Should be registered under Society Registration Act or Indian Trust Act
  - a. If registered under Society Registration Act, It must have the provision of health services, health care, primary healthcare, and any other health related services in its memorandum of association.
  - b. If it is a Trust, it must have been formed to provide health services, health care, primary health care or any other health related services.
- II. Must have an Unique ID number through the portal NGO-DARPAN.
- III. To be eligible to apply the entity must be having existence for at least 5 years as on 01.01.2022.
- IV. The entities should have an annual average turnover of at least Rs. 25 lakh per annum in the last three financial years (2018-19, 2019-20 & 2020-21)
- V. The entity must enclose document so having minimum of Rs.10 lakhs as fixed asset in the name of the entity in terms of Land, building and other fixed assets as per the last Balance sheet.
- VI. The Bidder must not have been blacklisted either by the tender inviting authority or by any State Govt. or Govt. of India organization. The agency shall submit undertaking regarding the same on Non Judicial Stamp paper of Rs. 100/-
- VII. The entity or any of its office bearers must not have been convicted/case pending against them by any court of law in India or abroad for any civil/criminal offences. An affidavit to this effect is to be submitted.
- VIII. Must have a PAN
- IX. Must have GST registration number
- X. Entity should have been registered under 12-A of Income Tax exemption

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### **3. Overview:**

In an Innovative intervention towards providing alternative transportation mechanism to the Pregnant Mothers of Kandhamal district. Proposals are invited from the reputed NGOs working in the district for management of the Delivery Van under PPP Mode.

### **4. Objectives:**

Kandhamal has witnessed significant improvements in the Health infrastructure in recent years. IMR & MMR are very crucial indicators of Health care system. During the last 2 years, it has been observed that Institutional Delivery of the district have been increased to a greater extend due to introduction of Bike Ambulance and Delivery Van . At present, five Nos. of Bike Ambulances are in operation in four blocks namely Baliguda, Daringibadi, Tumudibandha & Phiringia and also two Delivery Vans are in operation in the Phiringia & Kotagarh Block.

Further, considering the on road delivery of the Pregnant Women during transportation, the district administration has planned an innovative idea for launching of Delivery Van for the difficult areas of this district. The Delivery Van will not only shift the patient from the village to the nearby facility but also provide on board delivery of the Mother at the time of need / in case of emergency by skilled birth attendant.

### **Basic Objective are**

1. Provide an alternative free transportation vehicle to the people to reach the hospital timely, especially pregnant women & new born babies.
2. Create health awareness in the remote area/village utilizing the vehicle as per need.

### **5. Scope of Work:**

1. To cover the difficult areas of the block.
2. All Pregnant Women, sick neonates and children upto 5 years will be shifted to the nearest health facility.
3. The Delivery Van will be positioned in the Block Headquarter / base location as decided from time to time and at the time of call the same will be moved as per feasibility.

### **6. Mode of operation:**

The delivery Van to be operated through PPP mode by involving Local NGOs of the district. The performance is to be reviewed from time to time at block and district level.

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## 7. Other Roles & Responsibilities of Partner NGO:

- a. To appoint necessary skilled manpower and trained Driver for operating the vehicle (Delivery Van) and must have a valid driving license.
- b. The driver must be available at all times with dress code, follow all motor vehicle rules in force.
- c. Ensure proper behavior of the driver with patients, service provider, officials, villager etc.
- d. Agency must ensure the vehicle should not be used for any other purpose, other than that specified.
- e. Ensure vehicle must have valid insurance.
- f. Must ensure proper and smooth transportation of patients. No risk to be taken for running the vehicle in the difficult pocket such as river, hilly areas, odd road etc. If so found the driver & agency will be solely responsible for the occurrence.
- g. Routine maintenance of the vehicle must be carried out, at regular intervals / as and when needed by the agency to keep it in good roadworthy condition. Proper parking in safe location must be ensured.
- h. To identify and provide transportation service to the beneficiaries such as Pregnant Women, Neonate and related IEC/BCC activities in the identified area.
- i. Take steps for mobilization and providing maximum benefits to the people by the services.
- j. To submit timely reports to the CDM&PHO-cum- District Mission Director, NHM, Kandhamal through the Block Public Health Officer on monthly basis.
- k. Make proper and close co-ordination with Block & district administration.
- l. Any other task assigned from time to time.
- m. To make adequate publicity and IEC activities for awareness of general public regarding the scheme.
- n. The chief functionary will review the activities and sent monthly progress report (MPR) to the CDM & PHO though the concerned Block Public Health Officer.
- o. Before engaging the staff, their certificate to be verified by the CDM &PHO office.

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8. **The role of the District Administration and the NGO/Agency will be as follows;**

District Administration	Partner NGO
<ol style="list-style-type: none"> <li>To provide the vehicle.</li> <li>To select the NGO.</li> <li>To provide healthcare services to the patients, transported under this scheme.</li> <li>To monitor the progress and achievements of this scheme.</li> <li>Training for staff nurses</li> </ol>	<ol style="list-style-type: none"> <li>Provide services to the beneficiaries.</li> <li>To take good care of the vehicle provided by the department.</li> <li>To provide timely report to the district administration.</li> <li>Deployment of manpower.</li> </ol>

9. **Number of Staff to be engaged in the Delivery Van:**

- |   |   |    |
|---|---|----|
| 1. Staff Nurse (Must have Passed GNM Course and valid Regd. No) | - | 03 |
| 2. Driver (Having Requisite License)                            | - | 02 |
| 3. Attendant cum Sweeper (Minimum 7 <sup>th</sup> Pass. )       | - | 02 |

10. **The Location where the vehicles will be engaged is as follows:**

Sl. No.	Location of the Vehicle	Name of the Block	Type of Vehicle	Remarks
01	Brahmanigam	Daringibadi	Delivery Van	
02	Gunjibadi	K Nuagaon	Delivery Van	
03	Indragada	Raikia	Delivery Van	
04	Belghar	Tumudibandha	Delivery Van	

NB: As per requirement, the position of the vehicle may be relocated by the competent authority.

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## 11. Budget for management of Delivery Van

The budget provision for one year per delivery Van is Rs. 9,79,800/-

Sl.	Budget Head	Unit Cost in ₹	Units	Cost for per month in ₹	Cost per year in ₹	Remarks
1	Salary of Staff Nurse	11000	3	33,000	3,96,000	Rs. 10,000 + 1000 (as incentive @ Rs 50 per case for mobilization after 20 cases).
2	Salary of Driver	7000	2	14,000	1,68,000	Rs. 6000 + 1000 (as incentive @ Rs 50 per case for mobilization after 20 cases).
3	Salary of Attendant cum Sweeper	6000	2	12,000	1,44,000	Rs. 5,000 + 1000 (as incentive @ Rs 50 per case for mobilization after 20 cases).
4	Fuel Expenses per month	15000	1	15,000	1,80,000	As per actual
5	Mobilization, IEC/BCC	1000	1	1,000	3,000	For first 3 Months only.
6	Maintenance of the Vehicle	2000	1	2,000	24,000	As per actual
7	Mobile Allowance	200	2	400	4,800	
8	Operation cost to NGO	5000	1	5,000	60,000	
				<b>82,400</b>	<b>9,79,800</b>	

NB: The Headquarter of the above staff will be fixed in the identified institution and as per requirement they will move to the field with the Vehicle.

## 12. Submission and Signing of Proposal

The proposal shall be submitted in the following ways:

- The Proposal shall be typed or written legibly in English in indelible ink and shall be signed by the authorized representative of the entities.
- Any interlineations, erasures or over writing shall be valid only if the person or persons signing the Proposal have put his/their initials prior to submission of the same.
- Interested bidder fulfilling eligible criteria may apply one or more than one Delivery Van by submitting their proposal separately for each Delivery Van.

## 13. Bid Document Cost

The bidders shall have to furnish a bid document cost of **Rs.1,500/-** (non-refundable) in the shape of a **Banker's cheques / Demand Draft** from any Nationalized / Schedule Bank payable at Phulbani and in favour of of **ZSS, NON NRHM Fund, Kandhamal and payable at Phulbani.**  
In the absence of the bid document cost, the technical proposal of the bidder shall be rejected.

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#### **14. Packing, Sealing and Marking of Proposal**

The proposal and attached documents must be inserted in a single envelope, along with applicant's name and address in the left hand corner of the envelope and must be super scribed as "**Proposal for Delivery Van in Kandhamal district under ZSS, Kandhamal**".

The application envelopes shall be addressed to the CDM & PHO cum District Mission Director, NHM, Kandhamal. If the envelope is not sealed and marked as mentioned above, then the O/o the CDM & PHO will assume no responsibility for the proposal's misplacement or premature opening. Telex, cable or facsimile proposals will be rejected.

#### **15. EMD deposit**

EMD of Rs. 10,000/- in the shape of a Demand Draft or Banker's Cheque in favour of **ZSS, NON NRHM Fund, Kandhamal and payable at Phulbani** is to be submitted along with the bid. Details of the Demand Draft or Banker's Cheque (DD/ BC No., date, name of the Bank ) should be mentioned in the bid.

The EMD will be refunded after selection of the successful bidder. No interest will be paid on the EMD. **Bid proposals not accompanied by EMD will not be considered.** EMD of the bidder will be forfeited if it is discovered that the bidder has Submitted false or forged or incorrect or misleading documents or information.

#### **16. Sequence of Proposal submission:**

The following sequence must be followed while submitting the proposal.

Sl. No	Sequence of the Document to be submitted
1	Covering letter for the project by the Entity in its letter head - <b>Document.1</b> To be submitted in <b>Form-T1</b> .
2	Name, Address, Registration details of the Agency- <b>Document. 2</b> To be submitted as per <b>Form T2</b> .
3	Copy of the Registration Certificate ( <b>Document.3</b> )
4	Annual Financial Statements with audit report attached for the last 3 years: 2018-19, 2019-20 & 2020-21 ( <b>Document. 4</b> ). To be submitted in <b>Form- T3</b>
5	Names of the Office Bearers along with their addresses (in case of Trusts and Registered Societies) /Names of the key personnel along with their addresses for Other Organizations ( <b>Document- 5</b> )
6	A certificate that the bidder has never been "blacklisted" /debarred from participating in any tendering process by any State Government /central Government institutions. The bidder may provide details of circumstances of the' cases. ( <b>Document-6</b> ) To be submitted in <b>Form-T4</b> .

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7	An undertaking that the office bearer of the Organization has not been convicted/ case pending by any court of law in India or abroad for any criminal offence. <b>(Document-7)</b> . To be submitted <b>Form- T5</b> .
8	An undertaking that the Organization is willing to sign the service level agreement. <b>(Document 8)</b> . To be submitted in <b>Form- T6</b> .
9	Copy of the resolution of the competent authority in the Organization authorizing the signatory to respond to this invitation <b>(Document 9)</b> .
10	Copy of PAN card, <b>(Document:10)</b>
11	Copy of Bank Pass Book , <b>(Document:11)</b>
12	Income Tax and Other Tax registration certificates : Registration under 12-A of Income tax act 1961. <b>(Document 12)</b> .
13	Tender paper cost (Rs. 1500/-) <b>(Document 13)</b> .
14	EMD (DD of Rs. 10,000/-) <b>(Document 14)</b> .
15	Photocopy of the audited P/L account of each year highlighting the turnover in support of that <b>(Document 15)</b> .
16	Copies of work order / contract certificate in support of similar works executed in support of the information provided. <b>(Document 16)</b> .

All the information, documents, filled in forms must be submitted with clear indication of the Page Number as per above. In case the document contains more than one page, it should be properly bound and identified with clear heading on the first page. All pages of above supporting documents and proposal must be signed by the Authorized signatory of the entity along with seal, ailing which the application shall be rejected.

### **17. Financial Bid:**

No financial bid is required to be submitted as this is affixed cost based project.

### **18. Number of Proposals**

Interested bidder fulfilling eligible criteria may apply one or more than one Delivery Van by submitting their proposal separately for each Delivery Van.

### **19. Cost of Proposal**

The bidder shall be responsible for all the cost associated with the preparation of their proposals and their participation in the selection Process. The district authority will neither be responsible nor in anyway be liable for such costs, regardless of the conduct or outcome of the selection Process.

### **20. Acknowledgement by the bidder**

(a) It shall be deemed that by submitting the Proposal, the bidder has:-

- (i) Made a complete and careful examination of the RFP;
- (ii) Received all relevant information requested from the concerned District authority.
- (iii) Acknowledged and accepted the risk of in adequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of the concerned district authority relating to

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- any of the matters stated in the RFP Document;
- (iv) Satisfied itself about all matters, things and information, necessary and required for submitting the Proposal and performance of all of its obligations there-under;
  - (v) Agreed to be bound by the undertaking provided by it under and in terms thereof.
- (b) The concerned district authority shall not be liable for any omission, mistake or error
- (c) On the part of the bidder in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFP or the Selection Process, including any error or mistake in any information nor data given by the concerned district authority.

## **21. Period of Partnership:**

The duration of the project will be initially for one year. However, the project may be extended subject to the fund provision and satisfactory performance of the Agency for management Delivery Van.

## **22. Award of Contract and Agreement**

On valuation of proposals and decision there on, the selected agency shall have to execute an agreement with the District Authority within 15 days from the date of acceptance of their bid is communicated to them. This Request for Proposal along with documents and information provided by the bidder shall be deemed to be integral part of the agreement. Before execution of the agreement, the bidder shall have to deposit performance security deposit as per norm.

## **23. Commencement of Service**

The selected agency shall commence the service within **15 days** from the date of signing of the Agreement. If the agency fails to commence the service as specified herein, the district authority may, unless it consents to the extension of time thereof may cancel the agreement and forfeit the Performance Security.

## **24. Performance Security:**

The selected agency on acceptance must provide the Dist authority a **bank guarantee for Rs.50,000/- (Rupees fifty thousand only ) for Delivery Van** from a nationalized bank valid for a period of minimum one year as performance security of the project which will have to be extended for a further period based on the period of extension.

## **25. Payment:**

Financial assistance for the project will be paid to the agency in three installments i.e. 30%, 35% and 35%. The first installment will be paid after signing of the agreement and submission of the performance security. Subsequent installments will be paid after submission of 75% SOE of the previous installment.

## **26. Penalty**

If the agency fails to provide services as stipulated in the agreement, the Authority shall be entitled to fix penalty which would be deducted from the dues payable to the agency. However, in case there is no amount is due for payment to the agency, the penalty shall be recovered from them.

## 27. Evaluation of Technical Proposals

In the first stage, the proposal will be evaluated on the basis of bidders's fulfillment of **eligibility criteria**. Only those bidders who qualify as per the eligibility criteria, their bid will be considered for the next stage of evaluation i.e Award of Marks. The bidder has to score **at least 50 or above** in order to be considered for the preparation of merit list.

## 28. Selection of Agency

The bidder with the highest mark in the technical bid shall be awarded the contract. However the technical mark also become equal, then in that case, the bidder having the higher annual average turnover shall be awarded the contract.

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**SCORING SHEET FOR THE ASSESSMENT OF THE BIDDER FOR DELIVERY VAN MANAGEMENT**

Name of the organization:

Sl.	Areas of assessment	Maximum marks	Marks obtained	MOV
<b>Registration &amp; establishment (30 marks)</b>				
1	a) Years of existence of entities registered in Society Registration Act/ Indian Trust Act (5yrs to 10yrs-5 marks, >10 yrs -15 marks)	15		Registration certificate
	b) Registered under 80G (if yes-5 mark, if No-0 mark)	5		80G certificate
	c) Working experience on health sector in the applied district (completion of minimum two year in project implementation -5marks, completion of three years-7.5marks and completion of five years & above-10marks)	10		MOU/Sanction order/Agreement
<b>Field level Experience (25marks)</b>				
2	a. Years of experience in implementing projects in health sector in Odisha. (1-2yrs=10 Marks, 3-5 yrs = 15 Marks, > 5yrs=25Marks)	25		MOU /Sanction Order/Agreement
<b>Financial strength (35marks)</b>				
3	a. Average Annual turnover (minimum 25 lakh as per last audit report. Within 25 lakhs – 5 marks, 25 Lakh > 50 lakhs - 10marks, 50 lakhs>75lakhs – 15 marks, >75lakhs – 20 Marks)	20		Audit report of last three financial year
	c. Fixed assets in the name of the organization as on last Audit report i.e. 31.03.2021 (minimum assets Rs.10 Lakh) Within 10Lakh – 05 Marks, 10lakhs > 15Lakhs – 10 Marks >15 Lakhs 15 Marks, >10lakhs-15marks).	15		Balance sheet
4	<b>Other Strength:(10marks)</b>			
	If the Organization received any National/State/District Level award for significant contribution in social development sector(Nationallevel-10 marks, StateLevel-6 marks, DistrictLevel-4marks)	10		Award Certificate
<b>Total</b>		<b>100</b>		

NB: If marks secured by the NGOs became equal, then the same will be considered based on highest turnover.

N.B: The proposals will be qualified if it scores at least 50 marks or more in technical evaluation.

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**Check List for Proposal Submission**

**(Attach the check list along with the Proposal)**

Sl. No.	Particulars	Whether Submitted or not Yes/No	Page No.
1	Covering letter for the project by the Entity in its letter head – <b>Document.1</b> To be submitted in <b>Form-T1</b> .	Yes/No	
2	Name, Address, Registration details of the Agency– <b>Document. 2</b> To be submitted as per <b>Form T2</b> .	Yes/No	
3	Copy of the Registration Certificate ( <b>Document.3</b> )	Yes/No	
4	Annual Financial Statements with audit report attached for the last 3 years: 2018-19, 2019-20 & 2020-21 ( <b>Document. 4</b> ). To be submitted in <b>Form- T3</b>	Yes/No	
5	Names of the Office Bearers along with their addresses (in case of Trusts and Registered Societies) /Names of the key personnel along with their addresses for Other Organizations ( <b>Document-5</b> )	Yes/No	
6	A certificate that the bidder has never been "blacklisted" /debarred from participating in any tendering process by any State Government /central Government institutions. The bidder may provide details of circumstances of the' cases. ( <b>Document-6</b> ) To be submitted in <b>Form–T4</b> .	Yes/No	
7	An undertaking that the office bearer of the Organization has not been convicted/ case pending by any court of law in India or abroad for any criminal offence. ( <b>Document-7</b> ). To be submitted <b>Form– T5</b> .	Yes/No	
8	An undertaking that the Organization is willing to sign the service level agreement. ( <b>Document 8</b> ). To be submitted in <b>Form– T6</b> .	Yes/No	
9	Copy of the resolution of the competent authority in the Organization authorizing the signatory to respond to this invitation ( <b>Document 9</b> ).	Yes/No	
10	Copy of PAN card, ( <b>Document:10</b> )	Yes/No	
11	Copy of Bank Pass Book , ( <b>Document:11</b> )	Yes/No	
12	Income Tax and Other Tax registration certificates : Registration under 12-A of Income tax act 1961. ( <b>Document 12</b> ).	Yes/No	
13	Tender paper cost (Rs. 1500/-)( <b>Document 13</b> ).	Yes/No	
14	EMD (DD of Rs. 10,000/-)( <b>Document 14</b> ).		
15	Photocopy of the audited P/L account of each year highlighting the turnover in support of that ( <b>Document 15</b> ).	Yes/No	
16	Copies of work order / contract certificate in support of similar works executed in support of the information provided. ( <b>Document 16</b> ).	Yes/No	

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**FORM-T1**  
**(Covering Letter)**  
*(To be furnished in the proposal)*

**PROPOSAL SUBMISSIONFORM**  
**(On the letter head of the agency)**

To

The Chief District Medical & Public Health Officer, Kandhamal.

Re.: RFP Ref . No. \_\_\_\_\_ Dated \_\_\_\_\_

Sub: Submission of the proposal for “Operation and Management of the Delivery Van in Kandhamal district”,

Dear Sir,

We, the undersigned, offer to provide the services for the “Operation and Management of the Delivery Van in Kandhamal district. We are here by submitting our Proposal in a sealed envelope.

We here by declare our Confirmation of acceptance of the Conditions of Contract mentioned in the RFP document under reference cited above.

We here by declare that all the information and statements made in this Proposal are true and accept that any of our misrepresentations contained in it may lead to our disqualification.

We understand that you are not bound to accept any proposal you receive.

**Yours sincerely,**

Authorized Signatory [*In full and initials*]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Agency: \_\_\_\_\_

Address: \_\_\_\_\_

**(Seal of the entity)**

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**FORM-T2**

*(To be furnished in the proposal)*

**PROFILE OF THE AGENCY**

Name of the Agency	
Head quarter Office Address	
Status of the Agency (Whether registered under Society /Trust.	
Name of the Chief Executive and authorized signatory	
Telephone Nos.: Landline Mobile	
Fax	
Email id	
Date of Establishment	
Income Tax No.(PAN)	
Branch offices in Odisha (with location details)	

Authorized Signatory/Signature [*In full and initials*]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

**(Seal of the entity)**

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**FORM T4**

*(To be furnished in the proposal)*

**Format for Affidavit certifying that Entities are not blacklisted(On a Stamp Paper of relevant value)**

*(\*On a Stamp Paper of Rs.100/-)*

**Affidavit**

This is to certify and confirm that..... (The name of the agency with address of the registered office) our organization/we or any of our promoter(s)/director(s) are not barred by Department of Health & FW, Govt. of Odisha/ or any other entity of GoO or blacklisted by any state Government or central Government/department/organization in India from participating in the Project/s, either individually or as member of a Consortium as on the \_\_\_\_\_(Date of Signing of proposal).

We further confirm that we are aware that, our proposal for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the Bidding Process or there after during the agreement period.

Dated this.....Day of....., 2022

Authorized Signatory/Signature[*In full and initials*]: \_\_\_\_\_ Name and Title of Signatory

**(Seal of the entity)**

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**FORM T5**

*(To be furnished in the proposal)*

**Format for Undertaking of the Agency**  
**(on Non Judicial Stamp Paper)**

**Affidavit**

I, Ms/Mr.....(The name of the agency with address of the registered office) does here by declare and affirm that none of the office bearer of this organization has not been convicted by any court of law in India or abroad for any criminal offence. I undertake to abide by the decision of the Government. I also declare all information/facts/figures provided by me are true.

This is for favour of your information and necessary action. Dated this.....Day of....., 2022.

Authorized Signatory/Signature [*In full and initials*]: \_\_\_\_\_ Name and Title of Si

(Seal of the entity)

A collection of handwritten signatures in blue and green ink, including the word 'Direct' and various initials and full names.

**FORM T6**

*(To be furnished in the proposal)*

**Format for WILLINGNESS/  
CONSENTLETTER.**

I, Mr/Ms.....(The name of the agency with address of the registered office) herewith giving my consent to sign the agreement abiding by all norms.

This is for favour of your information and necessary action.

Dated this.....Day of....., 2022.

Authorized Signatory/Signature [*In full and initials*]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

**(Seal of the entity)**

*NDset*    *sh*    *Ph*    *Arshu*    *bo*    *ks*    *h*