

**OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE: KEONJHAR
(SOCIAL WELFARE SECTION)**

No. 2000 /SW. dated. 01.7.19

NOTICE FOR EXPRESSION OF INTEREST

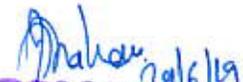
Sealed applications are invited in prescribed application form, from eligible organizations for selection of Agency to run One Stop Centre at District Medical Campus, Keonjhar in order to provide support and assistances to women affected by violence, including medical, legal, psychological and counseling.

Detailed eligibility criteria, selection procedure and application form is available in the WCD & MS Deptt. website-wcdodisha.gov.in and Odisha.gov.in.

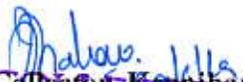
The application completed in all respect must reach to the office of District Social Welfare Officer, Keonjhar-758001 by Registered post/speed post only on or before dated. 25.7.19 by 03.00 P.M.. and the applications will be opened on dated. 25.7.19 at 04.00 P.M. in the Mini Conference Hall Collectorate, Keonjhar.

Applications received after the due date or in an open envelope or lack of required information will be rejected.

Memo No. 2001 /SW. Dated. 01.7.19
Copy to D.I.O., NIC, Keonjhar for information and for webhost the notice at once.
Copy to Notice Board.

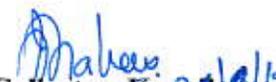

Collector, Keonjhar.
COLLECTOR
KEONJHAR

Memo No. 2002 /SW. Dated. 06.7.19
Copy to all D.S.W.O.s of Odisha for information and wide publication of the notice.


Collector, Keonjhar.
COLLECTOR
KEONJHAR

Memo No. 2003 /SW. Dated. 01.7.19
Copy to all Sub-Collectors/all B.D.Os/ all CDPOs of Keonjhar district for information and request to hang the notice for wide publication.


Collector, Keonjhar.
COLLECTOR
KEONJHAR


Collector, Keonjhar.
COLLECTOR
KEONJHAR

ONE STOP CENTER SCHEME, SAKHI (OSC)

INTRODUCTION

One Stop centers, (OSC) are intended to support women Affected by violence, in private and public spaces within the family, community and at the workplace. Women facing physical, sexual, emotional, psychological and economic abuse, irrespective of age, class, caste, education status, marital status, race and culture will be facilitated with support and redressal. Aggrieved women facing any kind violence due to attempted sexual harassment, sexual assault, domestic violence , trafficking, honor related crimes, acid attack or witch-hunting who have reached out or been referred to the OSC will be provided specialized services.

The Objectives of the scheme are:

1. To provide integrated support and assistance to women affected by violence, both in private and public space under one roof.
2. To facilitate immediate, emergency and non-emergency access to a range of services including medical, legal, psychological counseling support under one roof to fight against any forms of violence against women.

TARGET GROUP

The one stop will support all women including girls below 18 years of age affected by violence, irrespective of caste, class, religion, region, sexual orientation or marital status. For girls below 18 years of age, institution or authorities established under juvenile justice (Care and Protection children) Act, 2000 and the Protection of Children from Sexual offences Act, 2012 will be linked with the OSC.

SERVICE

The OSC will facilitate access to following services:-

1. Emergency Response and Rescue services
2. Medical Assistance
3. Assistance to women in lodging FIR/DIR
4. Psychosocial support/Counseling
5. Legal Aid and counseling
6. Shelter

For details please visit website-wcdodisha.gov.in and Odisha.gov.in, and download.

1. Revised guideline for setting of One Stop Center in 150 additional locations in second phase-download (1.3MB).
2. Revised guidelines for setting of One Stop Center in 150 additional locations in second phase-download (651.14 KB).


1.7.19

The Role and Responsibility of the Agency

- Overall management of the day today one stop center
- Provide food, clothing, medicine, psychosocial counseling to the victims and co-ordination with other stakeholders i.e., police, health, judiciary, shelter home.
- Establish a grievance redressal mechanism to address the complaints related to the functioning to OSC in the indicative grievance redressal /Feedback form in this Scheme Guidelines for One Stop Center scheme, Ministry of Women and Child Development, Government of India.
- Utilize the non-recurring and recurring grant as per Govt. Guidelines within the stipulated time period.
- Engage a Center Administrator and other required human resources for smooth functioning of this center.
- Organize the IEC activities, Training and capacity building workshops.
- The One Stop Center is to be opened 24 X 7; hence the staff are to be on duty on rotation basis.
- Submit Monthly Progress Report, success stories, case study, Quarterly Statement of Expenditure and Annual Statement of Expenditure to the District Collector/Women and Child Development Department, Government of Odisha as per the format in the Scheme Guidelines for One Stop Center Scheme, Ministry of Women & Child Development, Govt. of India.
- Abide by the Scheme Guidelines and Protocols issued from time to time by Govt. India and Govt. of Odisha.
- Designate a person from the organization as the nodal person for all future correspondences and coordination.
- Any other task assigned by Govt. from time to time.


1.7.19
Dist. Social Welfare Officer
Keonjhar

**ELIGIBILITY CRITERIA, SELECTION PROCEDURE AND APPLICATION FORM
FOR AGENCY TO RUN ONE STOP CENTRE IN ODISHA.**

A. Eligibility criteria for the Agency:

1. Registration: three years under the Society Registration Act, 1860/Indian Trust Act,1862/Sec. 25 of the Companies Act,1956/Sec 8 of Companies Act,013. Registration of Sec 12-A and 80G of Income Tax Act, 1961 for exemption, if the Agency is a non-profit organization.
2. Experience: Minimum 5 years proven field level experience in women and child programme any Social Development sectors.
3. Assets: Minimum ASSETS of Rupees Eight Lakh in the name of the Agencies in terms of Land/Buildings/Assets.
4. Turn Over: Minimum of Rupees Twenty Lakh as per the last financial year balance sheet.
5. Not been black listed or placed under funding restriction by any Government, or Govt. Agencies.
6. Any office bearer on behalf of the organization should not be convicted by any court of law in India or abroad for any criminal offences.
7. No adverse report from the District/WCD/any Govt. Departments or partnerships. Agencies which have been discontinued due to POOR Performances in implementation of any projects shall not be eligible to apply.

B. Steps for selection of Agencies:-

The following selection process shall be carried out at District Level.

1. Desk Appraisal of the application received within the due date as per the advertisement. This may be done by a committee constituted by Collector for the purpose.
2. Only shortlisted applications found after desk appraisal shall be considered for the field appraisal by a Field Appraisal Committee as constituted by the collector for the purpose.
3. After completion of the Field Appraisal, the team will submit their signed assessment reports along with the signed scoring sheets to the Collector of the District.
4. Based on the field assessment finding the Field Appraisal Committee shall award scores in the prescribed format and those NGOs who secure minimum 50% marks as cut off shall be shortlisted and referred to DLPAC.
5. District Level Project Appraisal Committee headed by Collector will finalize the NGO based on the field appraisal report and credibility of the organization. the selection will be intimated by the collector to the W&CD Department.


1.7.19

**Dist. Social Welfare Officer
Keonjhar**

C. Application Procedure:

The interested and eligible agency may submit application with necessary signed documents in proscribed application format only to the District Social Welfare Officer of the concerned district where the project is required through SPEED POST/REGISTERED POST only latest by dated 25.7.19 by 3.00 P.M. Application received after 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 application of OSC have to apply in separate applications forms.

D. Documents to be submitted with the application/proposals:-

1. Self certified copy of the society registration/Indian Trust Act/Companies Act certificate.
2. Self certified copy of the 2-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 (2016-17, 2017-18 and 2018-19).
5. Self certified copy of the last three years annual reports (2016-17, 2017-18 and 2018-19).
6. Solvency certificate of minimum of Rs.8 Lakh as assets in the name of the agency.
7. Minimum Rs.20 Lakh turnover as per last balance sheet of 31.3.2018 self certified copy.
8. Bye law and memorandum of the agencies (self certified copy).
9. Photo copies of the documents relating to the experience in women and Child programme or any social development sector with support of Govt./donor agencies. In the experience documents the duration of the project must have been mentioned. (Attached the proof documents with self certification).
10. Undertaking by the agency that it has not been blacklisted or placed under funding restriction by any Govt. or Govt. agencies.
11. Undertaking that any office bearer on behalf of the organisation has not been convicted by any court of law in India or abroad any criminal offences.
12. Human resources details (full time, part time etc.).
13. Copy of PAN card.
14. Copy of the 1st page of Bank Pass Book
15. Copy of Adhar card of all trustees/members.
16. Unique Identity number of Registration in NGO-PS Portal of NITI Aayogo.
17. Copy of the latest sanction order(if running Swadhar Greh/Ujjawala).
18. Any other documents in support of the organisation.

NB: all the above supporting documents must be signed by the chief functionaries of the organisation, failing which, the application shall be rejected.

.....
[Handwritten signature]
25.7.19

APPLICATION FORM	
Location of the One Stop Centre: Campus of DHH, Keonjhar	
Name of the District: Keonjhar	

1	Name of the organization	
2	Registered Office address with phone, fax and e-Mail	
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 register	
5	Year of 12A registration (attach copy)	
6	Whether register under 80 G (attach copy)	Yes/No
7	Bank details (attach Xerox copy 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. FINANCIAL TURN OVER

YEAR	INCOME(Rs.)	EXPENDITURE(Rs.)	FIXED ASSET AS PER THE BALANCE SHEETS(Rs.)
2016-17			
2017-18			
2018-19			

10. 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 Programme	Supported/Funded by	Programme duration (from-to)	Operational area	Project cost	Remark

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


20.7.19
Dist. Social Welfare Officer
Keonjhar

11. Experience in Women and Child & other Social Development sector out of funding from any Development Agency/UN Agency/Corporate etc.

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

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

12. List of members of Managing Committee/Executive Committee of the Organization: (attach copy of AADHAR CARD)

Name	Designation	Age	Educational Qualification	Aadhar Card No.	Permanent address	Present address

13. Details of the existing staff position of the organization as on 31.3.2019.

Staff categories	Full time (number)	Part time (number)

14. Details of the National/State/District Awards received by the organizations 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)

15. Undertaking of the NGO 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 offences.

16. Undertaking of the NGO that it has not been black listed by any Govt. (state or central) Department or agency in India, which is in force during the currency of the contact.

17. Any other information.

DECLARATION

I hereby 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 _____


7.7.19
Dist. Social Welfare Officer
Keonjhar