



ଗ୍ରିଡକୋ ଲିମିଟେଡ୍ GRIDCO Limited

(A Govt. of Odisha Undertaking)

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CIN: U40109OR1995SGC003960

No. GRIDCO/PR/118

Date. 07/03/2025

Invitation for Expression of Interest (EOI) For Empanelment of NGOs to Implement CSR Initiatives in the state of Odisha

1. Introduction

GRIDCO Ltd., committed to fostering sustainable social and economic development, invites eligible Non-Governmental Organizations (NGOs) to submit Expressions of Interest (EOI) for empanelment to implement its Corporate Social Responsibility (CSR) initiatives in Odisha.

Empaneled NGOs will be invited to submit financial proposals as and when required. The work will be allotted to the L-1 bidder. If other empaneled agencies agree to execute the work at the L-1 rate, work may be distributed among them at the discretion of GRIDCO.

2. Objectives

The CSR initiatives aim to:

- Improve health outcomes through medical equipment distribution and health awareness programs.
- Enhance educational opportunities for orphans with material and skill-based support.
- Promote better hygiene and nutrition standards among beneficiaries.
- Empower communities through capacity-building and training programs.

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3. Scope of Work:

| Sl. No. | Activity | Details |
|---------|---|---|
| I. | Distribution of medical equipment | BP and diabetes measurement machines for senior citizens at old age homes. |
| II. | Health awareness programs | Organize health camps, providing free check-ups, medicine distribution, and chronic disease workshops. |
| III. | Educational support | Distribute books, uniforms, stationery, and STEM learning resources to orphans. |
| IV. | Nutrition and hygiene kits distribution | Provide nutrition kits (rice, pulses, etc.) and hygiene kits (soap, sanitizer, toothpaste, etc.) to beneficiaries mostly kids residing in orphanages. |
| V. | Capacity building | Conduct vocational training for orphans and health management training for seniors and caregivers. |
| VI. | Monitoring and evaluation | Develop a framework for baseline assessments, regular monitoring, and impact reporting. |

* The Scope of work is indicative only and not exhaustive. It may change according to time and the needs of the organization.

4. Eligibility Criteria (Please refer to Application Format in Annexure -1)

| Criteria | Requirements |
|--------------------|--|
| Registration | Must be registered under the Societies Registration Act, 1860, or the Indian Trusts Act. |
| Experience | Minimum of 5 years in community welfare projects, especially in health, education, or skill development. |
| Financial Capacity | Average annual turnover of ₹20 lakhs over the last three financial years, supported by audited financial statements. |
| Presence in Odisha | Operational presence with a head or branch office in Odisha. |
| Compliance | Should not have been blacklisted by any government or funding agency. |

The bidders are requested to provide documentary evidence in support of the above eligibility criteria as stipulated in Annexure-1.

5. Empanelment Process (Please refer to the Evaluation and Selection Method in Annexure-2)

| Stage | Activity | Details |
|---------|---|---|
| Stage 1 | Submission of EOI | NGOs to submit the required documents as specified in the Application Format. |
| Stage 2 | Eligibility & Evaluation Process | Please refer Annexure-2 |
| Stage 3 | Empanelment | Eligible NGOs will be empaneled to implement GRIDCO's CSR activities. |
| Stage 4 | Financial Proposals and Work Allocation | Financial bids will be invited, and work will be awarded to the L-1 bidder or may be divided at the L-1 rate post-empanelment based on the scope of work to be undertaken under the CSR activities at the discretion of GRIDCO. |

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6. Terms and Conditions:**I. Empanelment and Work Allocation:**

- a. Empanelment does not guarantee work allocation.
- b. Financial bids will be invited from empaneled NGOs, and work will be awarded to the L-1 bidder. If other NGOs agree to the L-1 rate, work may be distributed among them at the discretion of GRIDCO.

II. Fund Utilization:

- a. Funds should be utilized strictly for agreed purposes only.
- b. Misuse of funds will result in immediate termination and suitable action as deemed fit.

III. Compliance:

- a. NGOs must adhere to project timelines and deliverables.
- b. Progress reports must be submitted regularly.

IV. Audit and Transparency:

GRIDCO reserves the right to audit project activities and accounts at any stage.

V. Cancellation:

- a. GRIDCO reserves the right to cancel empanelment or terminate contracts without prior notice in case of non-compliance/unsatisfactory performance.

VI. Jurisdiction:

- a. Any disputes arising out of this empanelment will be subject to the jurisdiction of courts in Bhubaneswar, Odisha.

VII. Terms of Engagement

- a. The initial contract period will be for 3 years. Further extension may be made on yearly basis subject to satisfactory performance and mutual consent.

7. Submission and Contact Information:

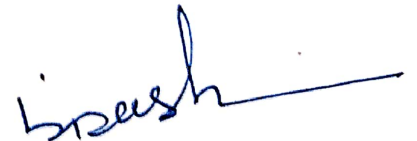
Applications must be submitted in a sealed envelope superscribed as "**EOI for CSR Implementation – GRIDCO Ltd.**" addressed to:
Public Relations Officer, GRIDCO Ltd., Janpath, BBSR – 751022, Odisha
Contact Number: 7978349198

8. Important Dates:

| Activity | Date |
|-----------------------------|-------------------------|
| Release of EOI | 8.3.2025 |
| Submission Deadline | 24.3.2025 |
| Evaluation and Shortlisting | 26.3.2025 |
| Empanelment Finalization | Will be intimated later |

S/d

Company Secretary



Application Format**1. Basic Information:**

| S.No | Details | Response |
|------|--|------------------------|
| a. | Name of the Organization | |
| b. | Registration Number | |
| c. | Date of Registration | |
| d. | Type of Organization | (e.g., Society, Trust) |
| e. | Address of Head Office | |
| f. | Address of Branch Office(s) in Odisha (if any) | |
| g. | Name of the Contact Person | |
| h. | Designation | |
| i. | Contact Number | |
| j. | Email Address | |
| k. | Website (if any) | |

2. Financial Details:

| Financial Year | Total Turnover (₹) |
|----------------|--------------------|
| FY (2023-24) | |
| FY (2022-23) | |
| FY (2021-22) | |

3. Past Project Experience:

| S.No. | Project Name | Sector (e.g., Health, Education, Skill Development) | Location (State/ District) | Duration (MM/YY-MM/YY) | No. of Beneficiaries | Total Budget (₹) | Funding Agency |
|-------|--------------|---|-----------------------------|------------------------|----------------------|------------------|----------------|
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |

(Can add more lines if required) Please submit documentary proof for 1,2 and 3 above.

4. Proposed Methodology:

- Describe your approach to implementing GRIDCO's CSR activities.
- Include details of:
 - Procurement and distribution strategies.
 - Community engagement and capacity-building methods.
 - Monitoring and evaluation framework.

(Attach additional documents if necessary.)

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5. Team Profile:

| S.No | Name | Designation | Qualification | Experience (Years) | Expertise/ Domain |
|------|------|-------------|---------------|--------------------|-------------------|
| 1 | | | | | |
| 2 | | | | | |

(Can add more lines if required)

6. Declaration**We hereby declare that:**


1. The information provided above is true and correct to the best of our knowledge and belief.
2. Our organization is not blacklisted or debarred by any government, funding, or partner agency.
3. We agree to abide by the terms and conditions specified in the EOI document.
4. We understand that empanelment does not guarantee work allocation.

Authorized Representative:

- Name: _____
- Designation: _____
- Contact Number: _____
- Signature: _____
- Date: _____

*(Attach an authority letter for the authorized signatory.)***Seal & Signature****Auth. Signatory of the NGO****Documents to be submitted in support of eligibility:**

1. Registration Certificate.
2. Turnover Certificate duly certified by a Chartered Accountant along with copy of the audited financial statements for the last three financial years.
3. Copy of Work orders/ Work completion certificates in support of works undertaken / completed.
4. Authorization letter by the organization in favour of the person/official authorized to sign the EOI document.



Evaluation and Selection Method for Empanelment

The evaluation and selection process will comprise two stages: **Document-Based Evaluation** and **Presentation/Interview Evaluation**. The overall score will determine the final selection.

1. Document-Based Evaluation (70 Marks)

The submitted EOI documents will be evaluated based on the following criteria:

| Criteria | Description | Marks Allocation |
|------------------------------------|---|------------------|
| Registration and Compliance | Valid registration under Societies Registration Act, Indian Trusts Act | 70 Marks |
| Experience | Minimum 5 years of documented experience in implementing community welfare projects. | |
| Financial Capacity | Average annual turnover of ₹20 lakhs over the past three years, supported by audited financials. | |
| Operational Presence | Existing operational presence in Odisha, including head or branch offices. | |
| Past Projects | Experience in successfully implementing health, education, or community empowerment projects (minimum 5). | |

Minimum Qualifying Score: 70 (Full Mark)
Shortlisted NGOs will move to the next stage.

2. Presentation/Interview Evaluation (30 Marks)

Shortlisted NGOs will present their proposed methodology and implementation plan to an evaluation committee. (Presentation Date shall be intimated to them accordingly) Marks will be allocated based on the following parameters:

| Criteria | Description | Marks Allocation |
|--------------------------------|--|------------------|
| Project Approach | Proposed action plan, methodology, and alignment with GRIDCO's CSR objectives. | 15 Marks |
| Team and Infrastructure | Quality of the team (experience, qualifications) and readiness of infrastructure for project implementation. | 10 Marks |
| Innovative Practices | Use of innovative methods for project implementation and community engagement. | 5 Marks |

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3. Final Selection and Scoring

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The combined score from the document-based evaluation (70 marks) and the presentation/interview (30 marks) will determine the final score for each NGO.

| Evaluation Stage | Maximum Marks |
|---------------------------|---------------|
| Document-Based Evaluation | 70 |
| Presentation/Interview | 30 |
| Total | 100 |

NGOs will be ranked based on their final scores. The highest 3 ranking NGOs will be empaneled. The GRIDCO Ltd. may also consider more numbers of NGOs if required.

4. Empanelment Decision:

- Empaneled NGOs will sign a Memorandum of Understanding (MoU) with GRIDCO to formalize their participation.
- Empanelment does not guarantee work allocation. Financial proposals will be invited from the empaneled NGOs for specific projects as per the requirement. Work to be awarded to the L-1 bidder or may be distributed among the other empanelled NGOs at the L-1 rate if mutually agreed at the discretion of GRIDCO.

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