

ସମନ୍ୱିତ ଆଦିବାସୀ ଉନ୍ନୟନ ସଂସ୍ଥା : ପାରଳାଖେମୁଣ୍ଡି, ଗଜପତି, ଓଡ଼ିଶା-୭୬୧୨୦୦
INTEGRATED TRIBAL DEVELOPMENT AGENCY: PARALAKHEMUNDI
(ST & SC DEVELOPMENT DEPARTMENT)
DISTRICT: GAJAPATI, ODISHA, PIN-761200

No: 1467 /2018-SDC Date: 21-7-2018

EXPRESSION OF INTEREST

Expression of interest is invited from among the interested firms, entrepreneuring in individuals, to prepare and provide Artisan data base & Identity Card for the tribal Artisans of Gajapati District.

The firm should take the entire responsibility of identification of tribal artisans, photography, collecting documents and filling up of the application forms at the village point, obtaining recommendations of the respective IPOs of the Blocks and the District Industries Officer; its processing till issuance of the card from the Directorate of Handicrafts at Delhi and provide hand holding support at all levels. The rate of expenditure per card should be quoted inclusive of all expenses like GST, transportations, monitoring supervision etc. No extra payment will be made beyond quoted price. The intending firms should apply in prescribed proforma available in the District website www.gajapati.nic.in.

The expression of Interest complete in all respect should reach to the Project Administrator, ITDA, Paralakhemundi by 08.08.2018 at 5.00 P.M.

Eligibility Criteria:-

- 1) The Firms must have been registered under GST Act.
- 2) The Firms must possess experience in similar type of work in Govt. Sector.
- 3) The Firms must have its office inside the State of Odisha.
- 4) The Firms should furnish ~~ed~~ a certificate that it has not been black listed anywhere.
- 5) The Firm must have PAN/TAN and should submit the latest IT clearance.
- 6) The Firm should submit of their credibility and experience certificate.

SCOPE OF WORK

The firm will prepare the data base with the information provided by the SDC/SDC Members/ WEOs / IPOs of Gajapati District and will take the responsibility of issuing I-Card to the Artisan who have not availed the Artisan I- card earlier.

TERMS AND CONDITIONS:-

1. The tender documents must be accompanied with EMD of Rs.5,000/- (Rupees Five thousand) only in shape of DD drawn in favour of Project Administrator, ITDA,Paralakhemundi payable at Paralakhemundi.
2. The envelope containing the tender documents must be super scribed "EOI for providing Artisan Identity Card".
3. The EOI completing in all respect must reach the Project Administrator, ITDA, Paralakhemundi by 08.08.2018 at 5.00 P.M. through Speed Post/ Registered Post/ Courier which shall be opened on 09.08.2018 at 03.30 PM in presence of bidders/ their authorized representatives.
4. The Authority (Collector-cum-Ex-Officio Chief Executive Officer, SDC, Gajapati) reserves the right to cancel the tender/ contract of successful bidder at any point of time without assigning any reason thereof.


**Collector-cum-Ex Officio Chief Executive Officer,
Special Development Council, Gajapati**

PROFORMA FOR EXPRESSION OF INTEREST

Name of the firm/ entrepreneur

(in CAPITAL letters)

Details address of communication with

FAX/Telephone with STD Code/ Mobile No.

TAN/PAN No.

Address: AT _____
 P.O _____
 District _____
 PIN _____
 Phone No. _____
 FAX No. _____
 Mobile No _____
 TAN/PAN _____

I do hereby render Expression of Interest to execute the under mentioned description of work in accordance with the condition noted in the EOI as specified in the following schedule.

| Sl.No. | Name of the Item | Specification | Rate per Card |
|--------|--|---------------|---------------|
| 1 | 2 | 3 | 4 |
| 1 | Supply of Tribal Artisan Identity Card | As per EOI | |

I shall abide by all the terms and conditions as mentioned in the EOI papers.

Date: _____

Signature of Firm with Seal
Rendering EOI

Proforma for Photo Identity Card for Handicrafts Artisan

| | | | | |
|----|--|-----------------------|---|--|
| 1 | Full name of artisan : | | Photograph of Artisan (4.5 x 3.5) | |
| | Name of the head of the Household : | | | |
| 2 | Gender : Male () Female () Transgender () | | | |
| 3 | Date of Birth : | | | |
| 4 | Address : C/o (), D/o (), S/o (), W/o (), H/o () | | | |
| | House No./ Bldg./ Apt. | Stree/ Road/ Lane | | |
| | Landmark | Area/ Locality/Sector | | |
| | Village/ Town/ City | Post Office | | |
| | District | Sub-District | | |
| | E-mail : | Tel/ Mobile No. | State: | |
| 5 | Educational Qualification | | Pin Code : | |
| 6 | Social Group : SC(), ST(), OBC (), GEN (), MIN () | | | |
| | Economic Group : APL (), BPL (), Antyodaya () | | | |
| | Card No. (APL/ BPL/ Antyodaya, if any) | | | |
| 7 | Bank Details : | | | |
| | Bank Name/ Branch | State: | | |
| | Account No. | IFSC Code | | |
| 8 | Aadhaar No. | | | |
| 9 | Identity Card Number of Handicrafts Artisans, if any | | | |
| 10 | S No. in the latest Census of handicrafts Artisan _____ (if not available AD verify & Certify that the applicant is a genuine craftsman. | | | |
| 11 | Name of the Craft practices (Major/specific (Carpet & other floor covering/ Art Metal ware/ Wood Ware/ Hand printing textiles/ Scarves/ Embroidery & Croacheted Goods/ shawl as art ware/ Zari & Zari Goods/ Jewellery/ Cane & Bamboo. | | | |
| 12 | Year of Experience in practicing the craft. | | | |
| 13 | Annual income from craft practiced. | | | |
| 14 | Annual Income from other sources : Agriculture/ Other | | | |
| 15 | Family details (Family consists of artisans, His/Her spouse & dependent minor children only) | | | |
| | Member Name : | Relation | Age | |
| | Member Name : | Relation | Age | |
| | Member Name : | Relation | Age | |
| 16 | Name of the working unit : | | | |
| | (i) Registration Number | | | |
| | (ii) Year of Registration | | | |
| | (iii) Turn over Below 1 Lakh/ 1.5 Lakh/ above 5 Lakh | | | |
| | (iv) Total Artisans employed : (Hired) Household member (Self Employed) | | | |
| 17 | Whether Holding Credit Card : Artisans Credit Card (ACC/SSC/Other) | | | |
| 18 | Status whether Shilpi Guru/ National Award/ National Merit Certificate Holder/ State Award | | | |

Declaration

I certified that information provided by me and information contained herein is my own and is true, correct accurate.

Verify by Assistant Director (M & SEC)

Applicants Signature/ Thumb Print.