


THE CDO-CUM-EO OFFICE, ZILLA PARISHAD, GAJAPATI, ODISHA

Advertisement NO. 1871 /CDO/2026-27

Date- 03 / 06 /2026

//Advertisement//


Chief Development Officer-cum-Executive Officer (CDO-cum-EO), Zilla Parishad, Gajapati, Odisha invites Expression of Interest (EOI) from interested Firms/Agencies/Companies for Upgradation of Existing AWC buildings in Gajapati District. The detail form, terms & conditions regarding EOI are available on the website www.gajapati.odisha.gov.in for participating in the expression of interest from 03-06-2026 to 16-06-2026.


3.6.2026
Chief Development Officer-cum-EO,
Zilla Parishad, Gajapati

Memo No. 1872 /CDO

Dated 03 / 06 /2026


Copy to DeGM, Collectorate, Gajapati with a request to upload this EOI notice in the Gajapati District Website www.gajapati.odisha.gov.in for wide publication and timely response by the intending agencies.


3.6.2026
Chief Development Officer-cum-EO
Zilla Parishad, Gajapati

Memo No. 1873 / CDO

Dated 03 / 06 /2026

Copy to The Collector, Gajapati, A.D.M., Gajapati /Sub-Collector, Paralakhemundi/ All CDPOs for information and with a request to display this EOI Notice in their respective office notice board for wide publication.


3.6.2026
Chief Development Officer-cum-EO
Zilla Parishad, Gajapati

THE CDO-CUM-EO OFFICE, ZILLA PARISHAD, GAJAPATI, ODISHA

EOI No-1874 /2026-27

Date-03/06 /2026

// Expression of Interest //


Expression of Interest (EOI) is invited from interested Firms/Agencies/Companies for Upgradation of Existing AWC buildings in Gajapati District.

Sl. No.	Information	Details
1	EOI form cost (non-refundable)	Rs.10,000/- (Rupees Ten Thousand only) in form of Demand Draft of any bank in favour of CDO-cum-EO, Zilla Parishad, Gajapati, Odisha payable at Paralakhemundi, Dist.-Gajapati, Odisha
2	Earnest Money Deposit	Rs.1,00,000/- (Rupees One Lakh only) in the form of Demand Draft of any bank in favour of CDO-cum-EO, Zilla Parishad, Gajapati, Odisha payable at Paralakhemundi, Dist.-Gajapati, Odisha
4	Last date & time of submission of EOI	16th June, 2026 up to 05:00 PM
5	Date, time & place of opening of EOI	17th June, 2026 at 10:00 am at Conference Hall No.1, Collectorate, Gajapati.
6	Date, time & place of Presentation & opening of financial proposal	17th June, 2026 at 12:00 pm at Conference Hall No.1, Collectorate, Gajapati.
7	Address for Submission of EOI	Office of the CDO-CUM-EO, Zilla Parishad, At/Po. - Paralakhemundi, Dist.- Gajapati (Odisha) PIN- 761200
8	Mode of Submission of EOI	Through Registered Post/Speed Post (Govt. Post Office) only and in no other means.


Chief Development Officer-cum-EO
Zilla Parishad, Gajapati

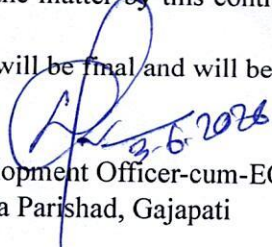
DISCLAIMER

1. All information contained in this EOI subsequently provided are in good faith. This EOI is not an agreement or an offer by CDO-cum-EO, Zilla Parishad to the prospective applicants or any other person. The purpose of this EOI is to provide interested parties with information that may be useful to them in the formulation and submission of their applications pursuant to this EOI.
2. CDO-cum-EO, Zilla Parishad accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any applicant upon the statements contained in this EOI.
3. CDO-cum-EO, Zilla Parishad may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment contained in this EOI, without assigning any reason or providing any notice and without accepting any liability for the same.
4. The issue of this EOI does not imply that CDO-cum-EO, Zilla Parishad is bound to select an applicant or to appoint the selected applicant, as the case may be. CDO-cum-EO, Zilla Parishad reserves the right to cancel this request for EOI and/or invite afresh with or without amendments to this request for EOI, without liability or any obligation for such request for EOI and without assigning any reason. Information provided at this stage is merely indicative.


2.6.2026
Chief Development Officer-cum-EO
Zilla Parishad, Gajapati

Terms & Conditions-

1. The EOI will be received through registered post/speed post (govt. post office) only, apart from this it will not be received through any other means.
2. The Firm/Agency/Company must submit all the Annexures in given format below must duly fill, signed & sealed.
3. Notarized Affidavit (original) on non-judicial stamp paper of ₹100 (Annexure- V format) for not being blacklisted/debarred/forbidden/work cancelled/work rescind/ by any District Administration/State Government/Central Government/Government PSU/ Govt. Organization/ Govt. Institution/ Government owned agency including semi government sector organization or any of the district/state/central level government department of India due to (a) Service or quality (b) non-performance or non-supply (c) any other reasons as on date.
4. The Firm/Agency/Company must submit copy of PAN card.
5. The Firm/Agency/Company must submit copy of Registration certificate.
6. In case of Partnership Firm, the firm must submit copy of Partnership deed/agreement.
7. The Firm/Agency/Company must submit copy of GST registration certificate.
8. The Firm/Agency/Company must submit copy of ITR, Audit Report/Balance Sheet/Profit & Loss A/c of last 3 financial years i.e., 2022-2023, 2023-2024, 2024-2025
9. The Firm/Agency/Company must submit work methodology/plan.
10. The Firm/Agency/Company must submit EOI form cost (non-refundable) Rs.10,000/- (Rupees Ten Thousand Only) in form of Demand Draft of any bank in favour of CDO-cum-EO, Zilla Parishad, Gajapati, Odisha and EMD Rs.1,00,000/- (Rupees One Lakh only) in the form of Demand Draft of any bank in favour of CDO-cum-EO, Zilla Parishad, Gajapati, Odisha. EMD of all unsuccessful applicants will be refunded without any accrued interest on it within 7 days of issue of work order to the successful applicant.
11. The Firm/Agency/Company must submit detail list of item/work with quantity and rates including of all taxes & all other expenses in their Financial Proposal.
12. The EOI will be opened on 17th June, 2026 at 10:00 am in the office of the District Collector in which applicant or one of his authorized representative can be present.
13. The EOI will not be accepted after the stipulated date and time. Due to unavoidable reasons, if the EOI is not opened on the due date, the CDO-cum-EO, Zilla Parishad will fix the date for opening the EOI at his convenience, which will be informed to the applicants.
14. Due to any unavoidable reasons, the CDO-cum-EO, Zilla Parishad has the right to cancel the EOI/extend the date of submission of EOI/modify/amend the EOI in any way.
15. The CDO-cum-EO, Zilla Parishad reserves the rights to accept or reject any or all the EOIs at any stage and to annul the evaluation process and reject all EOIs at any time prior to award to contract, without liability or any obligation and without assigning any reason or any obligation to inform the affected EOIs or applicants of the grounds.
16. The CDO-cum-EO, Zilla Parishad shall not be liable for any omission, mistake, or error on the part of the applicant in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to EOI, the bidding documents or the bidding process, including any error or mistake therein or in any information or data given by the CDO-cum-EO, Zilla Parishad.
17. That for the purpose of jurisdiction in the event of disputes if any of the contract would be deemed to have been entered in to within the state of Odisha and it is agreed that neither party to the contract will be competent to bring a suit regarding the matter by this contract at any place outside the state of Odisha.
18. In case of any dispute, the decision of the District Collector will be final and will be valid and binding on all the parties.


Chief Development Officer-cum-EO,
Zilla Parishad, Gajapati

A. Pre-Qualification Technical Criteria for the Applicant:

Sl. No.	Criteria	Supporting Documents
1	Annexures	Annexure-I, Annexure-II, Annexure-III, Annexure-IV. All Annexures must duly fill, signed & sealed (as per the format enclosed)
2	Affidavit (Annexure-V)	Notarized Affidavit (original) on non-Judicial stamp paper of ₹100 for not being blacklisted / debarred / forbidden/work cancelled/work rescind/ by any District Administration/State Government/Central Government/Government PSU/ Govt. Organization/ Govt. Institution/ Government owned agency including semi government sector organization or any of the district/state/central level government department of India due to (a) Service or quality (b) non-performance or non-supply (c) any other reasons as on date, must duly fill, signed & sealed (as per the format enclosed (Annexure-V)
3	Firm/Agency/Company's PAN Card	Copy of PAN Card.
4	Firm/Agency/Company's Registration certificate	Copy of Incorporation/Registration certificate issued by Registrar of companies/Registrar of firms/MSME/ State govt./Central govt./Municipal corporation/shop & establishment.
5	Partnership Firm's Partnership Deed/Agreement	Copy of Partnership deed/Agreement in case of Partnership firm.
6	Firm/Agency/Company's GST Registration	Copy of commercial tax (GST) registration certificate.
7	Firm/Agency/Company's financial documents/papers of last 3 financial years	Copy of ITR, Audit Report/Balance Sheet/Profit & Loss A/c of last 3 financial years i.e., 2022-2023, 2023-2024, 2024-2025.
8	Work methodology/plan	Detail work methodology/work plan for execution of work.
9	EOI Form Cost (non-refundable)	Demand Draft of any bank of Rs.10,000/- (Rupees Ten Thousand only) in favour of CDO-cum-EO, Zilla Parishad, Gajapati, Odisha
10	Earnest Money Deposit	Demand Draft of any bank of Rs.1,00,000/- (Rupees One Lakh only) in favour of CDO-cum-EO, Zilla Parishad, Gajapati, Odisha

B. Financial Criteria for the Applicant:

Sl. No.	Criteria	Supporting Documents
1	List of item/work with rates.	The firm/agency/company must submit detail list of item/work with quantity and rates including of all taxes & all other expenses as their financial proposal.

C. Scope of Work:

1. Upgradation of AWC buildings includes:
 - (a) Artistic paint work
 - (b) Interior decoration based upon specifications mentioned below:
 - (i) Understanding the physical world around us.
 - (ii) Understanding the passage of time.
 - (iii) Ways of interacting with language.
 - (iv) Dealing with the complexity of numbers & colours.
2. Basic Amenities/Resources for AWC Centre.
3. Playing & Learning Equipment for Children.

D. Submission of EOI:

1. All the documents to be submitted shall be stamped & signed by the applicant in original on each page and shall be serial number/page mark.
2. All the Annexures enclosed i.e., Annexure-I, Annexure-II, Annexure-III, Annexure-IV, Annexure-V (Notarized Affidavit (original) on non-Judicial stamp paper of ₹100) in the given format below must duly fill, signed & sealed along with all supporting documents i.e. copy of PAN card, Incorporation certificate/registration certificate, partnership deed/agreement in case of partnership firm, GST registration certificate, financial documents of last 3 financial years ITRs, audit report/ balance sheets/profit & loss A/c, work methodology/work plan etc. shall be submitted in an envelope, which shall be scribed as Envelope-I named "Pre-Qualification Technical Documents"
3. The EOI form cost (non-refundable) & Earnest Money Deposit (EMD) (both Demand Drafts) shall be submitted in an envelope which shall be scribed as Envelop-II named "EOI form cost & EMD."
4. List of items/work with quantity and rates shall be submitted in an envelope which shall be scribed as Envelop-III named "Financial Proposal". Put all the three envelopes in a large single envelop which shall be super scribed as "Expression of Interest for Upgradation of AWC buildings in Gajapati District."
5. While preparing the EOI, the applicant is expected to examine all the documents in detail. Material deficiencies in providing the information requested in the document may result in rejection of the EOI.
6. The applicant shall bear all the costs associate with the preparation and submission of their EOI and CDO-cum-EO, Zilla Parishad shall not be responsible or liable for those costs, regardless of the conduct or outcome of the selection process.
7. CDO-cum-EO, Zilla Parishad is not bound to accept any EOI and reserves rights to annul the selection process at any time prior to the selection.
8. The EOI and all the documents must be sent to the address indicated above and must be received by the CDO-cum-EO, Zilla Parishad Office no later than the deadline indicated there in or any extension to this deadline. Any EOI received by the CDO-cum-EO, Zilla Parishad Office after the deadline shall be declared as late & same shall be rejected.

E. Disqualification:

1. The EOI would be disqualified at any time during the evaluation process at the sole discretion of the CDO-cum-EO, Zilla Parishad for the following reasons:
 - (a) Submitted the EOI after the responsible deadline.
 - (b) Any EOI with incomplete information.
 - (c) Made misleading or false representations or suppressed relevant information in the EOI (including documents, forms, statements, attachments, presentations, etc.) submitted as proof of the eligibility requirements or as part of the EOI.
 - (d) Failure to provide clarifications, non-responsive and/or substantive responses, when sought.
 - (e) Blacklisted/debarred/forbidden/work cancelled/work rescind firm/agency/company by any District Administration/State Government/Central Government/Government PSU/

Govt. Organization/ Govt. Institution/ Government owned agency including semi government sector organization or any of the district/state/central level government department of India for non-performance of work as on the date of opening of EOI.

F. Selection Process:

1. The EOIs will be opened of only those applicants received through registered post/speed post (govt. post office) only in stipulated date and time.
2. In first stage, Envelop-I (All the relevant Pre-qualification technical documents i.e., All the Annexures, Notarized Affidavit (original), copy of PAN card, incorporation certificate/registration certificate, partnership deed/agreement in case of partnership firm, GST registration certificate, last 3 financial years ITRs, audit report/ balance sheets/ profit & loss A/c, work methodology/plan and Envelop-II (EOI form cost D.D. & EMD D.D.) will be examined.
3. EOIs of only those applicants who have submit the complete relevant Pre-qualification technical documents (Envelop-I) and EOI form cost D.D. and EMD D.D. (Envelop-II) will be shortlisted and will only be eligible to give the Presentation (PPT).
4. In second stage, Presentation (PPT) will only be given by the technically qualified shortlisted applicants in front of the committee/selection panel Chaired by the District Collector, Gajapati, Odisha through a digital screen at conference room/hall, Collector office.
5. Presentation (PPT) of the aforesaid applicants, subject to detailed evaluation will be done as per the scoring criteria mentioned in the table given below.

G. Presentation:

1. The Technically qualified shortlisted applicant will have to give Presentation (PPT) along with Walkthrough Video, through a digital screen at conference room/hall, Collector office.
2. The Presentation (PPT) should outline a specific model with a unique concept, highlighting its benefits and detailing the scope of work, which will be evaluated by the Committee/Selection panel Chaired by the District Collector.

H. Evaluation Criteria:

- The applicants scoring 70 marks and above will only be qualified for opening of their financial proposal i.e., Envelop-III.
- The scoring criteria to be used for evaluation shall be as follows:

Sl. No.	Subject	Marks
1	Concept	10
2	Benefits	10
3	Artist Paint & Interior decoration based upon specifications mentioned above	30
4	Basic Amenities/Resources for AWC Centre, Playing & Learning Equipment for Children	10
5	Work Methodology/Work Plan	10
6	Walkthrough Video	30
	Total	100

I. Financial Proposal Evaluation Criteria/ Work Award Criteria:


Financial Proposal shall be open/evaluate of the only applicants who have qualified in the Presentation (scoring 70 Marks and above) as per the Quality cum Cost Based Selection (QCBS) method.

J. Acceptance or Rejection of RFPs:

1. The authority reserves the right to accept/reject any/all EOIs/cancel the entire selection process at any stage without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the applicants on account of such rejections.
2. The authority also reserves the right to modify any term in the EOI at the time of award of contract, if felt necessary.

K. Applicable Law and Jurisdiction of courts:

1. That for the purpose of jurisdiction in the event of disputes if any of the contract would be deemed to have been entered in to within the state of Odisha and it is agreed that neither party to the contract will be competent to bring a suit regarding the matter by this contract at any place outside the state of Odisha.
2. All the disputes relating to the contract is subject to the pecuniary jurisdiction of the court at Gajapati, Odisha


Chief Development Officer-cum-EO
Zilla Parishad, Gajapati

5.6.2026

(Annexure-I)

CHECK LIST OF PRE-QUALIFICATION TECHNICAL DOCUMENTS

(On Firm/Agency/Company's Letter Head)

Sl. No.	Documents	Whether Submitted (Yes / No)	Page No.
1	Checklist of Documents (Annexure-I) (duly filled, signed & sealed)		
2	Application Form for Request for Proposal (Annexure-II) (duly filled, signed & sealed)		
3	Covering Letter (Annexure-III) (duly filled, signed & sealed)		
4	Undertaking / Declaration (Annexure-IV) (duly filled, signed & sealed)		
5	Notarized Affidavit (original) on non-judicial stamp paper of ₹100 (Annexure-V) (duly filled, signed & sealed)		
6	PAN Card copy		
7	Registration certificate copy		
8	Partnership Deed/Agreement copy (in case of Partnership firm)		
9	GST registration certificate copy		
10	ITR, Audit Report/Balance Sheet/Profit & Loss A/c copy of Last 3 financial years i.e., 2022-23, 2023-24, 2024-25		
11	Work methodology/ plan		
12	EOI Form Cost (D.D.) (original)		
13	Earnest Money Deposit (D.D.) (original)		

Signature of the Applicant
(With Firm/Agency/Company stamp/seal)

Designation: _____

Date: _____

(Annexure-II)

APPLICATION FORM FOR EXPRESSION OF INTEREST (EOI)
(On Firm/Agency/Company's Letter Head)

To,
The CDO-cum-EO, Zilla Parishad,
District- Gajapati, Odisha

Subject: - Submission of Application EOI form.

Respected Sir,

As per the expression of interest published for Upgradation of AWC buildings in Gajapati district, I/we am/are submitting the EMD of Rs.1,00,000/- (Demand Draft in favour of CDO-cum-EO, Zilla Parishad, Gajapati, Odisha) along with the EOI form. I accept all the terms & conditions mentioned in the expression of interest.

Firm/Agency/Company's General Details

Sl. No.	Description	Details
1	Name	
2	Address	
3	Registered Office Address, if any	
3	Mobile Number & Email id	
4	Legal status: Firm/Agency/Company/Other	
5	PAN number	
6	GST registration number	
7	EOI Cost Details: D.D. No., Date & Amount	
8	EMD Details: D.D. No., Date & Amount	

Date: _____

Signature of the Applicant
(With Firm/Agency/Company stamp/seal)

Designation: _____

(Annexure-III)

COVERING LETTER
(On Firm/Agency/Company's Letter Head)

To,
The CDO-cum-EO, Zilla Parishad,
District- Gajapati, Odisha

Subject: Upgradation of AWC buildings in Gajapati district.

Madam/Sir,

I/We, the undersigned, request you to participate in the selection process towards Upgradation of AWC buildings in Gajapati District in accordance with your EOI Notice No. _____ dated _____. I/We are hereby submitting our proposal, which includes all the Pre-Qualification technical supporting documents along with the EOI form cost & EMD and List of item/work with quantity and rates.

I/We, hereby declare that all the information, statements & documents submitted are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of the EOI. I confirm that this proposal will remain binding upon us.

I/We, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the EOI document. In case any provision of this EOI documents found violated, then the Authority shall without prejudice to any other right or remedy be at liberty to reject our EOI including legal action as per law.

Yours faithfully,

Signature of the Applicant
(With Firm/Agency/Company stamp/seal)

Designation: _____

Date: _____

(Annexure-IV)

UNDERTAKING / DECLARATION
(On Firm/Agency/Company's Letter Head)

To,
The CDO-cum-EO, Zilla Parishad,
District- Gajapati, Odisha

1. I (name) _____, (Designation) _____ of M/s _____, am competent to sign this declaration and execute this EOI document;
2. I/we have carefully read and understood all the terms and conditions of the EOI document and undertake to abide by them.
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I /We, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my/our EOI at any stage besides liabilities towards prosecution under appropriate law.
4. I/we also certify that my/our firm has not been blacklisted/debarred/forbidden/work cancelled/work rescind by any District Administration/State Government/Central Government/Government PSU/Govt. Organization/Govt. Institution/Government owned agency including semi government sector organization or any of the district/state/central level government department of India due to (a) Service or quality (b) non-performance or non-supply (c) any other reasons.

Signature of the Applicant
(With Firm/Agency/Company stamp/seal)

Date: _____

(Annexure- V)

// AFFIDAVIT //

(Notarized affidavit on non-judicial stamp paper of ₹100)

To,
The CDO-cum-EO, Zilla Parishad,
District- Gajapati, Odisha

Subject: Declaration for not been blacklisted/debarred/forbidden/work cancelled/work rescind by any District Administration/State Government/Central Government/Government PSU/ Govt. Organization/ Govt. Institution/ Government owned agency including semi government sector organization or any of the district/state/central level government department of India due to (a) Service or quality (b) non-performance or non-supply (c) any other reasons as on date _____.

Reference: Expression of Interest No. _____ dated _____ Upgradation of AWC buildings in Gajapati District.

Respected Sir/Mam,

In response to the request for proposal, I (name) _____, (Designation) _____ of M/s _____, hereby declare that The CDO-cum-EO, Zilla Parishad, Gajapati, Odisha has floated an Expression of Interest no. _____ dated _____ for Upgradation of AWC buildings in the _____ district. I/We have carefully gone through the terms and conditions of Expression of Interest and I/We accept the same.

I (name) _____, (Designation) _____ of M/s _____, hereby declare that our Firm/Agency/Company M/s _____ has not been blacklisted/debarred/forbidden/work cancelled/work rescind by any district administration/state government/central government/government PSU/government owned agency including semi government sector organization or any of the district/state/central level government department of India for due to (a) Service or quality (b) non-performance or non-supply (c) any other reasons, as on date _____.

I also certify that I am authorized to sign this declaration on behalf of the proposed Firm/Agency/Company and all the information given above is true and correct to the best of my knowledge.

Signature of Deponent
(With Firm/Agency/Company stamp)

Date: _____

I hereby declare that all the information given above is true and correct to the best of my knowledge.

Signature of Deponent
(With Firm/Agency/Company stamp)

Date: _____