



OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, CUTTACK.
(SOCIAL SECURITY & EMPOWERMENT OF PERSONS WITH DISABILITIES SECTION)
Email ID: dsoctc.od@od.gov.in

No. 969 /SS

Date 18.03.2026

NOTICE

Applications in plain paper are invited from the intending & eligible registered NGOs to submit self-attested copies of valid documents as mentioned below for selection of Implementing Agencies (IA) for Operation & Management of DDRC in Cuttack District. It is proposed to start DDRC in 2nd Block of IIC, at Sector-10, CDA, Cuttack.

1. Certificate of Registration under Society Registration Act-1860 or any other relevant Act, with Bye-Law and Memorandum of Association.
2. Certificate of Registration under RPwD Act-2016 & JJ Act.
3. Certificate of Registration under Section 139 (A) & 12 (AA) of Income Tax Act-1961, 80G, FCRA etc.
4. Certificate of Registration under NITI Aayog.
5. Details of Staff along with qualification Certificate.
6. Proof of documents on working experience in the State of Odisha for the Welfare & Rehabilitation of PwDs and other Rehabilitation projects if there in.
7. Proof of document (Certificate/Citation/ Awards) if any in support of good track of record regarding the functioning/activities of the Organisation.
8. Audited Account of the NGO for last three years (2023-24, 2024-25 & 2025-2026) Annual financial Turnover of the Organisation.
9. Certificate of CA/ Audited Account of Fixed Asset Value of last Financial Year 2025-2026 of the Organisation and value of Networth Certificate of the Organisation till date with Bank details.
10. Annual Report of Last three years of the Organisation.
11. NGOs working for the PwDs in Cuttack District shall be given priority over other NGOs.
12. Evaluation:- Applications/Documents received will be assigned with scores on the basis of Parameters defined hereunder.

Sl No.	Parameter Details	Award of Marks	Maximum Marks
1	Presentation	20 Marks	20
2	Experience	2 marks per each year	20
3	Value of Assets	2 marks for every Asset worth Rs. 5 Lakhs	60
		Total	100

13. The NGO shall be selected on the basis of evaluation of marks as indicated at Sl. No.11. The NGO Scoring highest marks will be selected as Implementing Agency (IA).

Mode of Application:

The applicant/NGO is advised to submit their applications through post/ Hard Copy in the Office of the District Social Security Officer, Cuttack in the Office hours of working days only before 02.04.2026 by 05:00 PM.

The application received beyond the date and time mentioned above shall not be taken into consideration.

The undersigned reserves the right to cancel or alter the notification partly or fully as and when it may be required.


**Collector & Chairman
DMT-DDRC, Cuttack**

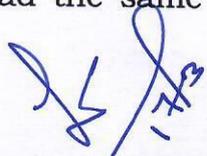
Memo No. 970 **SS / Date** 18.03.2026

Copy forwarded to District Office Notice Board, Collectorate, Cuttack/ Sub-Collector Sadar-Cuttack, Athagarh & Banki/ All BDOs/ All EOs/All Tahasildars/ all members of DMT, Cuttack/All DSSOs/ DIPRO, Cuttack for information with an instruction to publish the same for information of NGOs/Public for wide publicity.


**Collector & Chairman
DMT-DDRC, Cuttack**

Memo No. 971 **SS / Dt.** 18.03.2026

Copy forwarded to the District e-Governance Manager, Cuttack for information & necessary action with an instruction to upload the same in the District Website till 02.04.2026


**Collector & Chairman
DMT-DDRC, Cuttack**