

Ref No. NOTICE DCS 2025-26 01

Date: 22nd October, 2025

NOTICE FOR LEASING OUT SPACE FOR DISPLAY-CUM-SALE COUNTER

Swami Vivekanand National Institute of Rehabilitation Training & Research, Cuttack an Autonomous Body under the Ministry of Social Justice and Empowerment, Govt. of India invites applications from interested and eligible candidates for leasing out a designated space within the Institute premises for establishing and operating a “**Display-cum-Sale Counter**” for display and sale of products and assistive items produced by the trainees at its Vocational Training Centre (VTC) and other allied items.

1. Details of the Space:

- Location:** Within the Institute Premises, beside Hydrotherapy Building.
- Approximate Area:** 100 sq. ft. (suitable for single occupancy only)
- Purpose:** Display and sale products and assistive items produced by the trainees at its Vocational Training Centre (VTC) and other allied items.
- Lease Period:** Initially for one (1) year from the date of entering into agreement, extendable based on performance and mutual consent.
- License Fee:** To be quoted on a monthly basis.
- Electricity Charges:** To be borne as per actual consumption.

2. Eligibility Criteria:

- Applicant must be a **Person with Disability (PwD)** having **40% or above disability** with a valid **UDID Card**.
- Should have basic literacy and numeric skills to manage daily sales.

3. Selection Criteria:

The room will be allotted to the **highest monthly rent bidder (as quoted in Annexure – II)** in the from amongst the eligible applicants.

4. Terms & Conditions:

- The allottee will sign a contract of agreement with the Institute before the allotment of the room. Failing to sign the agreement in time, the next highest bidder among the eligible applicants will be given the opportunity.
- The allottee will strictly adhere to all activities to the direction and policies of SVNIRTAR.
- Additional sale of product and services shall be as per approval of the competent authority of the Institute.
- The room cannot be re-allotted, sub-let, assigned or transferred to any third party.
- Any breach of these terms, including involvement in illegal/prohibited activities or misconduct may result in immediate termination of the allotment without notice.
- The Institute reserves the right to accept or reject any or all proposals without assigning any reason thereof.
- The Contract can be terminated by either of the parties by giving one months' notice.

5. Mode of Submission of Applications:

- Interested candidates may submit their applications as per format in **Annexure – I** and price quotation as per **Annexure – II** along with self-attested copy of Disability Certificate & self-attested copy of Address Proof and Photo ID (Aadhar /Voter ID).
- The sealed envelope superscribed “**Application for Lease of Display-cum-Sale Counter at SVNIRTAR, Cuttack**” should reach the undersigned on or before **29th October, 2025** by **17:00 Hrs** at the following address:

The Director
Swami Vivekanand National Institute of Rehabilitation Training and Research
At: Olatpur, PO: Bairoi
Dist: Cuttack – 754010, Odisha
Email: svnirtar@gmail.com

Sd/-
Dr. P.P. Mohanty
Director

Annexure – I

(To be in filled by the applicant)

To
The Director
Swami Vivekanand National Institute of Rehabilitation Training and Research (SVNIRTAR)
Rehabilitation Training and Research, SVNIRTAR
Olatpur, P.O: Bairoi Dist: Cuttack Odisha

Subject: Application for Lease of Display-cum-Sale Counter at SVNIRTAR, Cuttack

Sir,

I, the undersigned, having carefully examined the referred EOI offer to participate in the same, in full conformity with the said notice and all the terms and conditions thereof. The details of my application is furnished below for kind refence and perusal:

1	Name of the Applicant	
2	Present Address	
3	Permanent Address Note: Enclose self-attested copy of Address Proof (Aadhar /Voter ID)	
4	Mobile No.:	
5	Email ID:	
6	UDID Card No. & Validity	
7	Whether a student at VTC. If yes, mention the Course, Batch & Enrollment ID	

I certify that the information furnished above is true and correct to the best of knowledge and belief.

Signature of the Applicant
Name of the Applicant

Date:
Place:

Annexure - II

(To be filled in by the applicant)

PRICE QUOTATION

NAME OF THE APPLICANT: _____

ADDRESS OF THE APPLICANT: _____

SI No	Name of the Work	Total amount towards monthly rent	Total amount towards monthly rent
		(Figures in Rs.)	(Figures in Words)
01	Lease Rental for Display- cum Sale Counter		

Signature of the Applicant
Name of the Applicant

Date:
Place: