

EXPRESSION OF INTEREST (EOI)

For

Selection of MSG for Operation & Management of

Aahaar Center by Mission Shakti Groups (MSG)

under Cuttack Municipal Corporation

EOI No. 4471 / **Date:** 7.1.2025 /



CUTTACK MUNICIPAL CORPORATION

Choudhary Bazar, Nandi Sahi,
Cuttack – 753001, TEL: -0671-2312663
<http://cmccuttack.gov.in>

Expression of Interest (EOI)
for Management of Aahaar Center by Mission Shakti Groups (MSG)
under Cuttack Municipal Corporation

The Cuttack Municipal Corporation, invites Expression of Interest in sealed cover from competent and active MSGs, having interest and capabilities for managing Aahaar Outlet in Cuttack Netaji Bus Terminal (CNBT), Cuttack during the Year 202--..The sealed Expression of Interest should be submitted by concerned ward MSGs of above CNBT Cuttack to Assistant Commissioner-cum-SIO, CMC, Bikash Bhawan, Jagannath lane, Badambadi, Pin-753012 on or before date 21.1.2025, Time 4 P.M. by registered/speed post only.

The Technical Bid will be opened on date 24.1.2025 at 11.30 AM (time) in the conference hall of Bikash Bhawan, CMC. The sealed envelope should be superscripted with "EOI for Management of Aahaar Center by Mission Shakti Groups (MSG), 2024-2025". The detailed terms and conditions of the Expression of Interest is available in website. <http://cmccuttack.gov.in>

Schedule of EOI

Sl.No	Description	Date and Time
1	Issue of EOI	07.01.25
2	Last date of receiving of pre-Application queries	16.01.25
3	Pre-Application meeting (In the mini-Conference Hall of CMC)	17.01.25
4	Date of uploading of pre-application query reply	18.01.25
5	Last date of Submission of EOI at the Diary section of CMC office, Vikash Bhawan, Badambadi, Cuttack	21.01.25
6	Opening of EOI application in the Conference Hall of CMC office, Vikash Bhawan, Badambadi, Cuttack	24.01.25
7	Responsible Officer	Smt. Trishul Maradi
8	E-mail Id for Contact	siocmc@gmail.com
9	Telephone for Contact	9643239893


Commissioner
Commissioner
Cuttack Municipal Corporation

TERMS AND REFERENCE
for Management of Aahaar Center by Mission Shakti Groups (MSG) under
Cuttack Municipal Corporation

Introduction:

Aahaar is a flagship programme of Government of Odisha that is being implemented to honor the responsibilities of the state with respect to Right-to-food and to achieve the objectives of Sustainable Development Goal (SDG) relating to "Zero Hunger". The programme was launched by the Hon'ble Chief Minister on 1st April 2015 on the auspicious day of Utkal Divas. Odisha State Aahaar Society (OSAS) formed under Housing and Urban Development Department; Government of Odisha is the nodal agency to implement Aahaar program in the State. The programme aims to provide hot cooked meals at a subsidized cost to the needy coming to urban areas for different purposes. The total cost of one meal is Rs. 23/- only, out of which Rs. 5/- only, is paid by the beneficiary and rest amount of Rs. 18/- only, is paid by OSAS as subsidy. The fund required for the programme is met through CMRF, CSR and donations from individuals and institutions. Aahaar Centres are operational on all weekdays except Sundays and other declared holidays. Taking forward the noble vision of the Government towards participation of community institutions under various urban services, initiatives have been taken to hand over end-to-end operations of Aahaar programme to MSGs and their federations.

Terms & References:

The Cuttack Municipal Corporation invites, "Expression of Interest" from concerned ward Mission Shakti Groups (MSG) For Operation & Management **CNBT AAHAR**, Cuttack as per the following terms.

1. The last date for submission of the Expression of Interest (EOI) is on 21/1/25 (date) at 4 PM (time) and the technical bid will be opened on 24.1.25 (date) at 11.30 AM (time) in the conference office of Cuttack Municipal Corporation.
2. The interested Mission Shakti Groups (MSG) may download the EOI documents including formats of Technical Bid from the department website <http://cmccuttack.gov.in>
3. The EOI will be valid up to the end of the 21.1.25
4. The authorized representative of the bidding MSG will be present at the time of opening of the EOI. In case of absence of the bidders or their representative, the Committee has the right to open the EOI.
5. The bids will be evaluated by a committee constituted for the purpose and the findings of committee will be final and binding. The same cannot be challenged at any forum thereafter. Intending bidder will have to submit under taking in this regard.

- 16
6. The Cuttack Municipal Corporation with its representative the Commissioner reserves the right to reject the bid quoted by Mission Shakti Groups (MSG), if not satisfied with concerned Mission Shakti Groups (MSG) credibility and past performance record.
 7. No communication shall be entertained over telephone, Fax, email or in person questioning the decision of the committee.
 8. Any dispute arises over the quality of the service will be verified by the designated officials of ULB.
 9. There should not be any precondition of advance payment or time limit, what so ever. The bid submitted will be taken as absolute without any precondition
 10. Only the qualifying Mission Shakti Groups (MSG) will be considered for the said assignment.

11. Eligibility criteria for Mission Shakti Groups (MSG)

SL No	Parameter	Criteria
1.	Group Formation	On or before 01. 03. 2021
2.	Group Management	Strictly adhering to Panchasutra (Regular Meetings, Regular Savings, Regular Internal Lending, Regular Repayment, Regular Record Keeping)
3.	PAN Number	Must have Permanent Account Number (PAN)
4.	Involvement in IGA	Most Have been previously engaged in Income Generating Activities.
5.	Financial Behaviour	No financial irregularities (such as Loan declared as NPA, write off, one time Settlement of loan etc.
6.	Group Integrity	No record of involvement in any anti-social or criminal activities.
7.	Qualification	The minimum qualification of any one member of the group should be matriculation or above.
8.	Existence	The MSG must be at least three (3) year old as on the date of application.
9.	Annual Financial Turnover	Turnover of Rs.100000 at least once in last 3 year
10.	Preference	The MSG having experience in similar kind of activities may be given preference.

12. Terms of Engagement

- a) The Touch Stone Foundation (TSF) will sign a MoU with the selected MSG with detailed terms of reference for Management of Aahaar Outlet.
- b) The period of engagements of MSG is particularly for the period mentioned in the MOU.
- c) The selected MSG will be thoroughly trained on the functioning of Aahaar Center and their duties and responsibilities.
- d) The selected MSG will be thoroughly trained on the functioning of Aahaar Center and their duties and responsibility.

13. Role and responsibility of MSG assigned to manage Aahaar Center

- Opening of Aahaar Centre as per schedule
- Receiving cooked meal from Kitchen Partner
- Management of Token Counter
- Serving of meals to beneficiaries
- Cleaning of the utensils
- Handing over the beneficiary contribution to Kitchen Partner on daily basis.
- Returning of the food vessels to Kitchen Partner.
- Closing of Aahaar Centres and handing over of keys to the designated official of CMC.
- Overall responsibility of the Aahaar Centre.

14. Eligibility Criteria for MSG

- The MSGs applied for engagement as Outlet Partner in response to the Advertisement, must qualify the minimum eligibility criteria as defined below:
- The MSG must be at least three (3) years old as on the date of application
- The MSG should be from the same ward (In the absence of an eligible group, the MSG from the nearby ward may be considered with the approval of the Selection committee)
- The MSG must be strictly following the Panchasutra for group management.
- MSG must have a Permanent Account Number (PAN).
- The minimum qualification of any member of the MSG should be matriculation.
- The MSG must have been previously engaged in Income generating activities.
- The MSG must not have records of financial irregularities (such as loans declared NPA and write-offs etc.)
- The MSG must not have a record of involvement in any anti-social or criminal activities.
- MSG minimum turnover of Rs.100000 at least once in last 3 year

Note:

- Based on the satisfactory recommendation of the Selection Committee after document verification and interaction, the MSG shall be selected.
- In case, there is a frontline MSG found not having PAN but submitted application for PAN, the Selection Committee may consider the acknowledgement/proof of the PAN application.
- The Selection Committee reserved the right to reject the application submitted by any MSG, if not satisfied with MSG's credibility and past performance record.

15. Termination of Contract

- If the MSG fails to remedy a failure in the performance of its obligations hereunder, as specified in notice of suspension pursuant to clause with thirty (30) days of receipt of such notice of suspension or within such further period as the "CMC" may have subsequently approved in writing.
- If the MSG becomes (or, if the MSG consists of more than one entity, if any of its member becomes and which has substantial bearing on providing services under the contract) insolvent go into liquidation or receivership whether compulsory or voluntary.
- If the MSG fails to comply with any final decision reached as a result of arbitration proceedings pursuant to the decision.
- If the MSG, in the judgement of the "CMC" has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- If the MSG submits to the "CMC" a false statement which has a material effect of rights, obligations or interest of the CMC.
- If the MSG places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the CMC.
- If the CMC, in its sole discretion and for any reason whatsoever, decides to terminate its contract.

Score Card for engaging MSG (Aahaar):

SL NO	PARAMETER	SCORE CARD
1	Group Formation a. Before 2019 10 marks b. From 2019-21 5 marks	10
2	Group Management a. Managing all 5 sutras 15 marks b. Failing any two sutras 10 marks c. Failing more than two sutras 5 marks	15
3	Involvement in IGA a. Minimum 2 nos. IGA involved 10 marks b. Less than 2 IGA involved 5 marks	10
4	Financial Behavior	10
5	Group Integrity	10
6	Qualification	10
8	Turnover of Group 1. 3 Lakhs or more=25 2. 2.00 Lakhs to 3.00 Lakhs= 20 3. 1.00 Lakhs to 2.00 Lakhs= 10 4. Below 1 lakhs=0(fraction scoring is not allowed)	25
9	Experience in similar kind of activities	10
	TOTAL	100

Technical Bid

SL No	Item	Details
1.	Name of the MSG	
	MSG Registration Number	
	MSG PAN Number	
	Communication Address	
	Contact Phone number	
2.	Documents to be furnished	
	i. Group Profile (Annex as Form-B)	
	ii. MSG Registration Sheet (downloaded from portal)	
	iii. Bank Passbook front page photocopy	
	iv. Bank account statement for last 3 months	
	v. PAN Card photocopy (attested)	
	vi. Resolution copies of group meeting for last 6 months.	

GROUP PROFILE

Annex as Form-B

1. Name of the MSG: _____
2. MSG Registration Number: _____
3. Formed under NULM/ICDS _____
4. Month -Year of Formation _____
5. NO OF MEMBERS: _____
6. ARE THEY ENROLLED WITH ALF: _____
7. WARD: _____
8. ARE THEY REGISTERED WITH UDYAM: _____
9. BANK ACCOUNT NO: _____
10. PAN CARD NO. _____
11. MOBILE NO: _____
12. NAME OF BANK: _____
13. IFSC code: _____
14. RF RECEIVED (10,000/15,000/both): _____
15. SPECIFIED THE NAME OF THE BUSINESS: _____
16. NO. F MEMBERS INVOLVED IN BUSINESS: _____
17. NO OF YEARS EXPERIENCE IN SAME BUSINESS _____
18. TOTAL INVESTMENT IN THE SPECIFIED BUSINESS _____
19. TURNOVER OF THE SPECIFIED BUSINESS _____
20. No. Of times SHG taken Loan _____
21. Amount of Loan Taken by SHG UNDER SEP _____
22. HAVE THEY AVAIL LISENCE OF THE PRODUCT _____
23. HAVE THEY RECEIVED SKILL TRAINNING OF THEIR BUSINESS _____
24. PHOTO COPY OF RELEVAT BUSINESS

Signature of SHG Pres./Sec.

MSG detail

SL No	Name of the SHG	Existing livelihood	Highest Educational qualification of SHG Members	Area of Residence	Contact No
1	2	3	4	5	6