

EXPRESSION OF INTEREST (EOI)

For

Selection of ALF/ SHG for Operation & Management
of Kine House at Satichaura by Mission Shakti Groups (MSG)
Under Cuttack Municipal Corporation

RFP No. 601 / **Date:** 18/06/2025



CUTTACK MUNICIPAL CORPORATION

Choudhary Bazar, Nandi Sahi,
Cuttack - 753012, TEL: -0671-2312663

www.mccnct.nic.in

Expression Of Interest (EOI)

For functioning of Kine House at Satichaura by Mission Shakti Groups (MSG)

Under Cuttack Municipal Corporation

The Cuttack Municipal Corporation invites Expression of Interest in sealed cover from interested Mission Shakti Groups(MSG)to be engaged for functioning Kine House at Satichaura by Mission Shakti Groups under Cuttack Corporation(CMC) during the year 2025-26, The sealed Expression of Interest should be submitted to Assistant Commissioner cum-SIO, CMC, Bikash bhawan, Jagannath lane, Badambadi,pin-753012 on or before date 25.06.2025, Time 4:00 PM by registered / speed post and hand. The Technical Bid will be opened on date 26.06.2025 at 12:30 PM (time) in the Conference Hall of Bikash Bhawan, CMC. The sealed envelope should be super scripted with "EOI for Functioning of Kine House by Mission Shakti Groups (MSG)/ALF, 2025-26". The detailed terms and conditions of the Expression of Interest are available in website. <http://cmccuttack.govt.in>.

Schedule of EOI

SINo.	Description	Date & Time
1	Issue of EOI	18.06.2025
2	Last date of receiving of Pre-Application queries	21.06.2025 by 02:00 PM
3	Pre-Application meeting (In the mini conference hall of CMC)	21.06.2025 at 04:00 PM
4	Date of uploading of Pre-Application query reply	23.06.2025
5	Submission of RFP at the Diary section of CMC office, Vikash Bhawan, badambadi, Cuttack	25.06.2025 by 04:00 PM
6	Opening of RFP Applications in the conference hall of CMC office, Vikash Bhawan, badambadi, Cuttack	26.06.2025 at 12:30 PM
7	Responsible Officer	Miss. Swati Mishra
8	e-mail id for contact	SIOCMC@gmail.com
9	Telephone no. for contact	9338419496


Commissioner

Terms and Reference

For functioning of Kine House at Satichaura by Mission Shakti Groups (MSG)

Under Cuttack Municipal Corporation

Introduction

A good number of stray cows and bulls in urban areas roam freely on main roads posing a threat to vehicular commuters as well as pedestrians. These stray cattle also forage on garbage dumps, consuming plastics and wires, as well as potentially suffering fatal traffic injuries. Abandoning of cows in streets is contentious as these animals are often injured, even causing human mortality, thereby causing a public health risk to humans and animals. In such scenario it becomes imperative that Kine houses are established and made available in urban areas with all facilities like health care, stall feed etc. It is the only alternative to shelter these stray cows and bulls. Cuttack Municipal Corporation has thus planned to bestow the responsibility of operation of maintenance of the Kine House in Satichaura to the SHGs for the first time in order to control bovine menace in the city and provide services for the uncared-for animals.

Terms & References:

The Cuttack Municipal Corporation has decided to manage Kine House at Satichaura, Cuttack, Cuttack by the Mission Shakti Groups (MSG)/ALF. In this connection, "Expression of Interest" is invited from interested Mission Shakti Groups (MSG) /ALF as per the following terms.

1. The last date for submission of the Expression of Interest (EOI) is on 25.06.2025 (Date) at 4:00 PM (time) and the technical bid will be opened on 26.06.2025 (date) at 12:00 PM (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 25.06.2025 (Date).
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.
6. The Cuttack Municipal Corporation with its representative the Commissioner reserves the right to reject the bid quoted by Mission Shakti Groups (MSG)/ALF, if not satisfied

with concerned Mission Shakti Groups (MSG)/ALF 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 arising 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)/ALF will be considered for the said assignment.

11. Eligibility criteria for Mission Shakti Groups (MSG)/ALF

Sl No.	Parameter	Criteria
1	Group Formation	On or before 01/01/2024
2	Group Management	Strictly adhering to Panchasutra (Regular Meetings, Regular internal Lending, Regular Repayment< Regular Record keeping)
3	PAN No.	Must have Permanent Account Number (PAN)
4	Involvement in IGA	Must have been previously engaged in income Generating Activities
5	Financial Behaviour	No financial irregularities (such as Loan declared as NPA, write of, 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 member of the group should be matriculation or above.
8	Preference	The MSG must be atleast one (1) year old as on the date of application.
9	Annual Financial turnover	Turnover of Rs.50,000/- at least once in last 03 years.

12. Terms of Engagement

- a. CMC will sign an MOU with the selected MSG/ALF with detailed terms of reference.
- b. The period of engagement of MSG/ALF is particularly for the period mentioned in the MOU.
- c. ALF members cannot claim to be an employee or permanent staff of the Kine House.
- d. The selected MSG/ALF will be thoroughly trained on the functioning of Kine House and their duties & responsibilities.
- e. The period of engagements of MSG/ALF is particularly for the period mentioned in the MOU.
- f. The selected MSG will be thoroughly trained on the functioning of Kine House and their duties and responsibilities.

13. Roles & responsibilities of CMC:

CMC has the discretionary power to take decisions as & when the situation demands pertaining to the overall functioning of Kine House.

- The MSG/ALF has to abide the day-to-day directions issued by CMC in future,
- If there is any discrepancy while performing the duties relating to the Kine House by the MSG/ALF then CMC has to take the final call.

14. Roles & responsibilities of MSG/ALF assigned to Function the Kine House

- a. The MSG/ALF will be, sponsible for the day-to-day functioning of the Kine House.
- b. MSG/ALF engaged in the Kine House will responsible to manage the Kine House like daily stock entries of Cows Received and released, Claimer Details, Stock entry of Cow Feeding Items, Asset Register of Kine House, Official Visit Register, House decoration, hygienic & cleanliness of the Kine House surroundings.

15. MSG/ALF shall deploy one Supervisor for maintaining all the register like stock entry of Cows and other daily day to day activities maintain stock of cow feed, maintain register of visitors who come to claim their cows and keep their details along with ID proof coples, attendance register of all HR person deployed by CMC, coordinate with veterinary doctors for health checkup of the cattle etc, of Kine House. 3 nos. of Security Guards will be placed on shift basis (8 hrs duration) for providing watch & Ward services and ensures security of the Kine House. 2 nos. of Sweepers shall operate on shift basis (6 am to 2pm & 2pm to 10pm) and be responsible for maintaining hygienic & cleanliness of Kine House and also provide feeds & attend to cows inside the Kine House.

16. Eligibility criteria for MSG/ALF

- a. Must have active members.
- b. Must have active bank account, PAN Card.
- c. Must not have defaulted repayment to any loan taken from group or personally.
- d. Must not have any criminal case.

17. Termination of Contract

- a. If the MSG/ALF fails to remedy a failure in the performance of its obligations hereunder, as specified in notice of suspension pursuant to clause within thirty (30) days of receipt of such notice of suspension or within such further period as the "CMC" may have subsequently approved in writing.
- b. If the MSG/ALF becomes (or, if the MSG/ALF consists of more than one entity, if any of its members becomes and which has substantial bearing on providing services under the contract) insolvent go into liquidation or receivership whether compulsory or voluntary.
- c. If the MSG/ALF fails to comply with any final decision reached as a result of arbitration proceedings pursuant to the decision.

- d. If the MSG/ALF, in the judgment of the "CMC", has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- e. If the MSG/ALF submits to the "CMC" a false statement which has a material effect on the rights, obligations or interests of the CMC.
- f. If the MSG/ALF places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the CMC.
- g. If, the MSG/ALF FAILS to provide the quality services as envisaged under this contract the consultancy monitoring committee (CMC) formulated to monitor the progress of the assignment may make judgement regarding the poor quality of services, the reason for which shall be recorded in writing. The CMC may decide to give one chance to the MSG/ALF to improve the quality of the services.
- h. If, as the result of force majeure, the MSG/ALF is unable to perform a material portion of the services for a period of not less than thirty (30) days.
- i. If the CMC, in its sole discretion and for any reason whatsoever, decides to terminate this contract.

18. Payment Structure to MSG/ALF for Functioning of Kine House

• Supervisor	Semi-skilled	Staff salary as per labour law of the Govt. is subject to change as per Govt. norms from time to time.
• Watch & Ward services	Unskilled	Staff salary as per labour law of the Govt. is subject to change as per Govt. norms from time to time.
• Sanitation Worker	Unskilled	Staff salary as per labour law of the Govt. is subject to change as per Govt. norms from time to time.
• The CMC will pay operational cost @10% of the total approval cost of payment towards MSG/ALF worked assigned to the second party for utilising their specific services.		

Score Card for engaging MSG/ALF in Kine House

SL NO.	PARAMETER	SCORE CARD
1	Group Formation a. Before 2022 10 marks b. From 2022-25 05 marks	10
2	Group Management a. Managing all 5 sutras 15 marks b. Failing any 02 sutras 10 marks c. Failing more than 02 sutras 05 marks	15
3	Involvement in IGA a. Minimum 02 IGA involved 10 marks b. Less than 02 IGA 05 marks	10
4	Financial behaviour	5
5	Group integrity	5
6	Qualification	5
Total		50