

EXPRESSION OF INTEREST (EOI)

For

Selection of MSG for Operation & Management of

Aahaar Center Under

Cuttack Municipal Corporation

EOI No. 2519 / Date: 16.03.2026 /



CUTTACK MUNICIPAL CORPORATION

Choudhary Bazar, Nandi Sahi,

Cuttack – 753012, TEL: -0671-2312663

www.mccmc@nic.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 the second Aahaar Outlet in SCB, Cuttack during the Financial Year 2026-2027. The sealed Expression of Interest should be submitted by interested MSGs to Assistant Commissioner-cum-SIO, CMC, Bikash Bhawan, Jagannath Lane, Badambadi, Pin-753012 on or before date 23.03.2026, Time 05.00 PM by registered/speed post only.

The technical bid will be opened on date 24.03.2026 at 11.00AM (time) in the Biju Bhawan, CMC. The sealed envelope should be superscripted with "EOI for Management of Aahaar Center by Mission Shakti Groups (MSG), 2026-2027". The detailed terms and conditions of the Expression of Interest is available in website. Cmccuttack.odisha.gov.in.

Schedule of EOI

Sl No.	Description	Date & Time
1	Issue of EOI	Dt.16.03.2026
2	Last date of receiving of Pre-Application queries	11.00AM 19.03.2026
3	Pre-Application meeting (In the mini conference hall of CMC)	04.00PM on 19.03.2026
4	Date of uploading of Pre-Application query reply	19.03.2026
5	Submission of RFP at the Diary section of CMC office, Vikash Bhawan, badambadi, Cuttack	05.00PM on 23.03.2026
6	Opening of RFP Applications of in the conference hall of Biju Bhawan, CMC	24.03.2026
7	Responsible Officer	Ms.SwatiMishra, Asst, Commissioner-cum-SIO
8	e-mail id for contact	siocmc@gmail.com
9	Telephone no. for contact	7537882684


Commissioner

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 honour 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. 27/- only, out of which Rs. 5/- only, is paid by the beneficiary and rest amount of Rs. 22/- only, is paid by OSAS as subsidy. The fund required for the programme is met through CMRF, CSR and donations from individuals and institutions.

Taking forward the noble vision of the Government towards participation of community institutions under various urban services, initiatives have been taken to hand over management of Aahaar Kendras to MSGs/SHGs to provide them handholding support, ensure financial inclusion and help them become self-reliant. In view of above, in the selection procedure, priority shall be given to new SHGs as per Government guideline issued vide letter No 22508 Dated 28.12.2021.

Terms & References:

The Cuttack Municipal Corporation invites, "Expression of Interest" from interested Mission Shakti Groups (MSG) for management of SCB Aahaar Kendra-2.0, Cuttack as per the following terms-

1. The last date for submission of the Expression of Interest {EOI} is on Dtd.23.03.2026 at 05.00PM and the technical bid will be opened on Dtd.24.03.2026 at 11.00AM in the Biju Bhawan of Cuttack Municipal Corporation.
2. The interested Mission Shakti Groups (MSG) may download the EOI documents including formats of Technical Bid from the website of CMC cmccuttack.odisha.gov.in.
3. The EOI will be valid up to the 23.03.2026.
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 undertaking 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), 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. The priority chronology for selection will be as follows-
 - First priority will be given to new MSGs of same/concerned ward.
 - Second priority will be given to new MSGs of adjacent wards, which in this case are ward no- 31,32,34,40.
 - If no new MSGs of same ward /adjacent ward apply, then MSGs who have worked earlier with CMC shall be considered.
 - If new MSGs (of same ward/adjacent ward) have applied, then application form of SHGs who have previously worked with CMC will not be opened.
 - Marking as per Score Card detailed in the EOI will be done by the Selection Committee for the new MSGs.

- A SHG to be eligible would obtain minimum 70 marks.
- Amongst them, the new MSGs of the same ward will be considered first and highest scorer amongst them will be selected.
- If no new MSG of the same ward obtain minimum 70 marks and qualify, then the highest scorer amongst the new MSGs of adjacent ward shall be selected.
- If no new MSG qualifies, then the applications of the MSGs who have previously worked with CMC shall be opened, marking shall be done as per the score card and the highest scorer amongst them shall be considered for the said assignment.

Eligibility criteria for Mission Shakti Groups (MSG)

Sl No.	Parameter	Criteria
1	Group Formation	On or before Dt: <u>01/01/2024</u> .
2	Group Management	Strictly adhering to Pancha-sutra (Regular Meetings, Regular savings, 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, disturbance among the members, financial misappropriation by any member (CO to certify during marking process)
7	Qualification	The minimum qualification of any member of the group should be matriculation or above.
8	Existence	The MSG must be at least three (2) years old as on the date of application
9	Annual Financial turnover	Turnover of Rs.300000/- at least once in last 03 years.

10	Preference	As this is being done with the motive to handhold MSGs and make them self-reliant, new MSGs shall be prioritised(as detailed in point 10 of terms and references)
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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) MSG will be thoroughly trained on the functioning of Aahaar Center and their duties and responsibilities.

Role and responsibility of MSG assigned to manage Aahaar Center

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

Eligibility Criteria for MSG

- a) The MSGs applied for engagement as Outlet Partner in response to the Advertisement, must qualify the minimum eligibility criteria as defined below:
- b) The Selection Committee shall do the selection as per the procedure detailed in Point 10 of Terms and References.

- c) The MSG must be strictly following the Pancha-sutra for group management.
- d) MSG must have a Permanent Account Number (PAN).
- e) The minimum qualification of any member of the MSG should be matriculation.
- f) The MSG must have been previously engaged in Income generating activities.
- g) The MSG must not have records of financial irregularities (such as loans declared NPA and write-offs etc.)
- h) The MSG must not have a record of involvement in any anti-social or criminal activities.
- i) MSG minimum turnover of Rs.300000 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.

Termination of Contract

- a) 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.
- b) 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.
- c) If the MSG fails to comply with any final decision reached as a result of arbitration proceedings pursuant to the decision.
- d) If the MSG, in the judgement of the "CMC" has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

- e) If the MSG submits to the "CMC" a false statement which has a material effect of rights, obligations or interest of the CMC.
- f) If the MSG places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the CMC.
- g) 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	DOCUMENTS NEEDED	SCORE
1	Group Formation a. Before 2022 10 marks b. From 2022-01/01/2024 05 marks	1st and last 6 months Resolution (xerox Copy) - Form at Annexure-A	10
2	Group Management a. Managing all 5 sutras 15 marks b. Failing any two sutras 10 marks c. Failing more than two sutras 05 marks	- Cash book (all page xerox copy) - Bank pass book (all page xerox copy)	15
3	Involvement in IGA a. Minimum 1 nos. IGA involved 10 marks b. Less than 1 IGA involved 05 marks	- Resolution - Photos - Cash book (all page xerox copy) - Certification of CO (format at Annexure-B)	10
4	Financial Behaviour	- Cash book (all page xerox copy) - Bank pass book (all page xerox copy) - Loan Bank pass book (all page xerox copy)	10
5	Group Integrity	To be observed	10
6	Qualification	Educational Qualification certificate of President & Secretary / minimum 3 nos. of SHG	10
7	Turnover of Group a. 3 Lakhs or more 25 marks b. 2.00 Lakhs to 3.00 Lakhs 20 marks c. 1.00 Lakhs to 2.00 Lakhs 10 marks d. Below 1 lakh 0 marks (fraction scoring not allowed)	- Resolution - Cash book (all page xerox copy) - Bank pass book (all page xerox copy) (Since beginning)	25
8	Experience in similar kind of activities/Social activities	- Documentary proof - Photo	10
Total			100

- All SHGs to submit sufficient documents with regards to the above 8 points. If documents are wanting, score will not be awarded.

ANNEXURE-B

Certification for Income Generating Activities.

Our SHG, _____, ward no. _____ is
interested to apply for O&M of Aahaar Kendra, _____
We are currently involved in the following income generating activities-

- 1.
- 2.
- 3.
- 4.
- 5.

The above facts may kindly be verified and certified.

Signature of concerned CO, CMC