



ଘୌର ପରିଷଦ କାର୍ଯ୍ୟାଳୟ, କୋରାପୁଟ
KORAPUT MUNICIPALITY



e-mail: koraputmunicipality2014@gmail.com

Ltr No. 3922 /MPL

Date: 09/09/25

Expression of Interest (Eoi) for Selection of Self Help Groups for O & M of AAHAAR Kitchen under Koraput Municipality.

Koraput Municipality invites Expression of Interest (Eoi) in the prescribed format (Annexure-I & II) in sealed cover from the intending SHGs/ALFs/ having the credibility and experience for O&M of Aahaar Kitchen and overall management of Aahaar including cooking and bringing it in better accountability towards the public.

Sl No.	Particulars	Details
1	Available EOI document in Koraput website	Koraputmunicipality.in
2	Last date and time of submission of EOI	17.09.2025 by 4.00PM
3	Date and time of opening of EOI	19.09.2025 at 3.30PM
4	For downloading the EOI documents and terms and conditions for assignment, please visit the office website	Koraputmunicipality.in

The authority reserves the right to reject any or all the EOIs without assigning any reason thereof. Any change/correction/corrigendum in respect of the above shall be placed on the website.

Yours faithfully,

Executive Officer,
Koraput Municipality
Date 09/09/25

Memo No. 3923 /2025

Copy to the CDPO, Koraput/DP C, Mission Shakti , Koraput / DIO, NIC, Koraput to upload the EOI document in NIC, Koraput website /Office, Notice Board.

Executive Officer,
Koraput Municipality

Criteria for Evaluation:

1. The Self Help Group must be adhering to Pancha Sutra management.
2. The Self Help Group must have been involved in Income Generation Activity (IGA) at least for 3 years.
3. The Self Help Group must have an annual turnover of minimum 3 lakhs per annum for last 3 years consecutively.
4. The Self Help Group must have not been involved in any financial irregularities such as loan declared as NPA, Pre-settlement or one time settlement of loan etc.
5. The Self Help Group members should not have record of involvement in any anti-social activity.
6. The Self Help Group belong to the same ULB where the Aahaar Kitchen is operational / going to be set up may be given preference.
7. The Self Help Group having experience in similar kind of activities may be given preference.

Submission of Expression of Interests

The Self Help Group shall submit their EOI as per the formats in Annexure - I & II along with photocopies of all the supporting document and should be covered with Seal and details of SHG with Phone No. And clearly super scribed as "EOI for Selection of Mission Shakti Group for O & M of Aahaar Kitchen".

EOI on its complete form in all respect as specified must be submitted on or before 17.09.2025 at Municipality Office addressed to the Executive Officer, Koraput Municipality. Sub-Collectorate Junction , Koraput , Pin-764020 through speed post / registered post, Courier or by Hand. The EOI will be opened 19.09.2025 at 3.30 P.M. in the presence of Executive Officer, Koraput Municipality & participating bidders.


Executive Officer
Koraput Municipality

Annexure-I
(Details document required for evaluation of Self Help Group)

Sl no	Subject	Page No.
1	Self Help Group (SHG) Name, Address & Phone No	
2	First resolution copy of SHG	
3	Name of the President, Address & phone no	
4	Name of the Secretary, Address & phone no	
5	SHG PAN No (If available)	
6	Bank statement of SHG for last 1 year	
7	Resolution of SHG for last six months	
8	Annexure-III	

N: B- MSG having no PAN need to ensure the submission of PAN within 30 days from issue of order.

President
Stamp with Signature
Date-

Secretary
Stamp with Signature
Date-

Annexure-II

ASSESSMENT INDEX – Self Help Group (For engagement for Cooking & Management in Aahaar Kitchen)

Sl no	Assessment Parameter	Marks	Means of verification & Remarks
1	Adherence to standard Practices of group (Pancha Sutra)	20	Means: Register & Bank pass book of Mission Shakti Group Remarks: 1.Regular Meeting-4 2.Regular saving-4 3. Regular internal lending-4 4.Regular Repayment-4 5. Regular Record Keeping-4
2	No. of active members	10	Means: Register & Bank pass book of Mission Shakti Group Remarks: 1.10 active members-10 2.7 to 9 active members-08 3. 4 to 7 active members-06 4. Less than 4 active members-0
3	Involvement in Income Generation (IGA)	15	Means: Field visit & document verification Remarks: 1.3 Activity-15 2.2 Activity-10 3. 1 Activity-5
4	Turnover of Group	25	Means: Register & Bank pass book of Mission Shakti Group Remarks: 1. More than 5 lakh-25 2. 3 lakhs to 5 lakh-15
5	Investment capacity	20	Means: Register & Bank pass book of Mission Shakti Group Remarks: 1. 3 lakhs=20 2. 2 lakhs=15 3.1 lakh=10
6	Experience in handling kitchen or similar kind of business	10	Means: Field visit Remarks: 1. 1 year or more=10 2.Less than 1 year=5

Total Marks: 100

Note:

1. Self Help Group having Score below 40% shall not be considered for engagement.
2. If more than one SHGs found Secured the same mark then a common test having 15 marks will be conducted for selection of SHG.

Annexure – III

We Mission Shakti Group from
..... Area / Ward declare that our group has not been involved in any
anti-social activity. We also declare that we are agree to abide by all the criteria defined for O &
M of Aahaar Kitchen including cooking and transportation. We understand that if any deviation
found in this regard, then strong action will be initiated against us.

President
Stamp with Signature
Date-

Secretary
Stamp with Signature
Date-