



OFFICE OF THE NOTIFIED AREA COUNCIL, REMUNA, BALASORE

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Letter No 1400 / Dated 08/09/25

Remuna NAC invites Expression of Interest (EOI) in the prescribed formats (Annexure-I & II) in sealed cover from the intending Mission Shakti Group having the credibility and experience for operation & Management (O & M) of AAHAAR Kitchen situated at Industrial Estate AAHAAR Kendra, Remuna Including Cooking & Transportation (Where required) of Hot Cooked Meals (Rice, Dalma, & Pickle) to AAHAAR Centres at an affordable cost of Rs.5/- (five) only to the needy people coming to urban areas for different purposes.

01	Available of EOI document in the specified office Notice Board	Office Noticed Board of NAC, Remuna / Balasore Municipality/BDO Remuna/CDPO, Remuna/Sub-Collector, Balasore/ PD DUDA, Balasore/ Dist. Food Safety Officer, Balasore
02	Last date and time of submission of EOI	19.09.2025 at 5 PM
03	Date and time of opening of EOI	20.09.2025 at 11 AM in the Conference Hall, Remuna NAC
04	For downloading the EOI documents and term and condition of assignment, please visit the website of NIC, Balasore	WWW.baleswar.nic.in

Scope of Work:-

Mission Shakti Group (MSG) shall take the responsibilities as Implementing Partners (IPs) and shall take charge of overall management of AAHAAR including Cooking and Transportation (where required) of Hot Cooked Meals to AAHAAR Centres and brings better accountability towards the public.


Executive officer
Remuna NAC

Memo No. 1401 / Date. 08.09.25

Copy submitted to the DIO, NIC, Balasore for favour of kind information. He is requested to upload this EOI in the Balasore District website for wide publication.


Executive officer
Remuna NAC

Memo No. 1402 / Date. 08.09.25

Copy submitted to the Executive officer, Balasore Municipality-Cum-Secretary, Dist. AAHAAR Society, Balasore for favour of kind information and necessary action.


Executive officer
Remuna NAC

Memo No. 1403 / Date. 08.9.25

Copy submitted to the Child Development Project Officer, Remuna for favour of kind information and necessary action.


Executive officer
Remuna NAC

Memo No. 1404 / Date. 08.09.25

Copy submitted to the Block Development Officer, Remuna for favour of kind information and necessary action.

Executive officer
Remuna NAC

Memo No. 1405 / Date. 08.09.25

Copy submitted to the Thasildar, Remuna for favour of kind information and necessary action.

Executive officer
Remuna NAC

Memo No. 1406 / Date. 08.09.25

Copy submitted to the Dist. Food Safety Officer, Balasore for favour of kind information and necessary action.

Executive officer
Remuna NAC

Memo No. 1407 / Date. 08.09.25

Copy submitted to the Sub-Collector & SDM, Balasore for favour of kind information and necessary action.

Executive officer
Remuna NAC

Memo No. 1408 / Date. 08.09.25

Copy submitted to the Project Director, DUDA for favour of kind information and necessary action.

Executive officer
Remuna NAC

Memo No. 1409 / Date. 08.09.25

Copy submitted to the Collector & District Magistrate, Balasore for favour of kind information and necessary action.

Executive officer
Remuna NAC

Memo No. 1410 / Date. 08.09.25

Copy submitted to the Joint Secretary to Govt. in H & U.D. Deptt., Odisha, Bhubaneswar for favour of kind information.

Executive officer
Remuna NAC

Meal Capacity of Two AAHAAR outlets running under Remuna NAC

Sl. No.	Place of AAHAAR outlet	No. of Meal in Day Time	No. of Meal in Night time	Total Meal	Rate per Meal	Amount received as IP for Kendra Per day
01	Industrial Area, Remuna, Ward-11	700		700	Rs. 23/- (18 +5)	Rs.16,100
02	DHH campus, Balasore, Ward No-17	1000	350	1350		Rs.31,050
Total Meals						Rs.47,150

(A) Criteria for Evaluation :-

1. The Mission Shakti Group must be adhering to PANCHASUTRA for Group management i.e. (i) Regular Meeting (ii) Regular Saving (iii) Regular Internal lending (iv) Regular Payment (v) Regular Record Keeping.
2. The Mission Shakti Group must have been involved in income Generation Activity (IGA) at least for 3 years.
3. The Mission Shakti Group must have an annual turnover of minimum 3 lakhs per annum for last 3 years consecutively.
4. The Mission Shakti 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 Mission Shakti Group members should not have record of involvement in any anti-social activity.
6. The Mission Shakti Group belongs to the same ULB where the Aahaar Kitchen is operational/ going to be set up may be given preference.
7. The Mission Shakti Group having experience in similar kind of activities may be given preference.
8. The Mission Shakti Group having Food Licence may be given preference.

(B) Terms and Condition.

1. The last date of submission of EOI is 19.09.2025 at 05.00 PM and will be opened on 20.09.2025 at 11.00 AM in the presence of ULAWC Members & the bidder or their authorized agent in the Conference Hall, Remuna NAC.
2. MOU will signed between the Executive Officer, Remuna NAC, Collector, Balasore -cum- Chairman ,Dist. Aahar Society & Mission Shakti Group selected as IP as per the present agreement in force between DAS and Ips, Keeping the CO and Mission Shakti Coordinator for the location and witnesses.
3. MOU will be signed between selected IP and the Co-partner.
4. Capacity Building Training for selection IP will be done by ULB
5. This selected IP will receive Rs.18.00 (From DAS) + Rs. 5.00 from beneficiaries. All total IP will received Rs.23.00 (Rupees Twenty Three) only per meal.
6. The total meal cost for a monthly may be transferred to the IP by District Aahaar Society (DAS) as advance in the last week of the previous month subject to availability of fund with DAS. The IP shall transfer the service charges to the co-partner towards operation & maintenance of AAHAAR Kendra on monthly basis as per MOU signed between IP and Co-partner as where is basic.
7. The Mission Shakti Group applied to work as IP in response to EOI may be evaluated by concerned ULAWC as per the norms prescribed by Govt.
8. After selection of IP, Food safety and standard Authority of India Certificate must be obtained by the IP.
9. The premises to conduct food business for manufacturing should have adequate space for manufacturing should have adequate space for manufacturing and storage to maintain overall hygienic environment.
10. Continuous supply of portable water shall be ensured in the premises. In case of intermittent water supply, adequate storage arrangement for water used in food or washing shall be made.

11. No vessel, container or other equipment, the use of which is likely to cause metallic contamination injurious to health shall be employed in the preparation packing or storage of food. (Copper or brass vessels shall have proper lining).
12. The premises shall be located in a sanitary place and free from filthy surrounding and shall maintain overall hygienic environment. All new units shall set up away from environmentally polluted areas.
13. All equipment's shall be placed well away from the walls to allow proper inspection.
14. The worker working in processing and preparation shall use clean aprons, hand gloves and head wear.
15. Person suffering from infectious diseases shall not be permitted to work. A cuts or wounds shall remain covered at all time and the person should not be allowed to come in direct contact with food.
16. All food handlers shall keep their fingernails trimmed, clean and wash their hands with soap, or detergent and water before commencing work and every time after using toilet. Scratching of body parts, hair shall be avoided during food handling processes.
17. All food handlers should avoid wearing, false nails or other items or loose jewellery that might fall into food and also avoid touching their face or hair.
18. Eating, chewing, smoking, spitting and nose blowing shall be prohibited within the premises especially while handling food.
19. All articles that are stored or are intended for sale shall be fit for consumption and have proper cover to avoid contamination.
20. The vehicles used to transport food must be maintain in good repair and kept clean.
21. Food while in transport in packaged form or in containers shall maintain the required temperature.
22. Insecticides/ disinfectant shall be kept and stored separately and away from food manufacturing /storing/ handling areas.
23. Potential sources of contamination like rubbish, waste water, toilet facilities, open drains and stray animals shall be avoided.
24. Food storage utensils shall be built of solid, rust/corrosion resistant materials and kept in clean and good conditions. They shall be protected from sun, wind and dust.
25. Working surfaces shall be clean, hygienic, impermeable and easy to clean (like stainless steel) and placed at least 60 to 70 CM, from above ground.
26. Cooking utensils and crockery shall be clean and in good condition. It should not be broken chipped.
27. All containers shall be kept clean, washed and dried at the close of operation and ensure that there is no growth of mould/ fungi and infestation.
28. Cooking, storage and serving shall not be done in utensils of cadmium, lead, non-grade plastic and other toxic materials.
29. The Person suffering from infectious disease shall not be permitted to work.
30. Utensils shall be cleaned of debris, rinsed, scrubbed with detergent and washed under running tap water after every operation. Wapping of utensils shall be done with clean cloth. Separate cloths shall be used for wiping hands and for cleaning surfaces of table and working areas and for wiping utensils persons cooking, handling or serving food should use hand gloves and aprons, where necessary. He shall wear hard gear and cover his mouth always while at work.
31. Rubbish or garbage bin shall be with a tight cover and shall be cleaned everyday by transferring contains into designed locations.
32. Eating, chewing, smoking, spitting and nose blowing shall be prohibited within premises.

33. All food handlers should avoid wearing loose items that might fall into food and avoid touching or scratching their face, hand or hair.
34. Floors, ceiling and walls must be maintained in a sound condition to minimize the accumulation of dirt, condensation and growth of undesirable moulds. They should be made of impervious materials and should be smooth and easy to clean with no flaking paint or plaster.
35. No persons shall manufacture, store or expose for sale or permit the satisfaction of the licensing authority from any privy, urinal, sullage, drain or place or storage of foul and waste matter.
36. Water used for food handling, washing shall be of such quality that does not introduce any hazard or contamination to render the finished food articles unsafe.
37. In case of any suspicion or possible contamination, food materials / food shall be tested before dispatch from the unit.
38. Generally, visitors should discourage from going inside the food handling area. Proper care must be taken to ensure that food safety & hygiene is not getting compromised due to visitors in the floor area.
39. The premises shall be clean, adequately lighted and ventilated and sufficient free space for movement.
40. The floor and skirting walls shall be washed as per requirement with an effective disinfectant. The premises shall be kept free from all insects. No spraying shall be done during the conduct of business, but instead fly swats/flaps should be used to kill spray flies getting into the premises, windows. Door and other opening shall be fitted with net or screen, as appropriate to make the premises insect free. The water used in the manufacturing shall be potable and if required chemical and bacteriological examination of the water shall be done at regular intervals at any recognized laboratory.
41. Equipment and machinery when employed shall be of such design which will permit easy cleaning. Arrangements for cleaning of containers, tables, working parts of machinery, etc shall be provided.
42. All equipment shall be kept clean, washed, dried and stacked at the close of business to ensure freedom from growth of mould/fungi and infestation.
43. There should be an efficient drainage system and there shall be adequate provisions for disposal of refuse.
44. Floors, ceiling and walls must be maintained in a sound condition to minimize the accumulation of dirt, condensation and growth of undesirable moulds. They should be made of impervious material and should be smooth and easy to clean with no flaking paint or plaster.
45. Doors shall also be made of smooth and non-absorbent surfaces so that they are easy to clean and wherever necessary, disinfect.
46. The floor of food processing/food service area shall have adequate and proper drainage and shall be easy to clean and where necessary, disinfect. Floors shall be sloped appropriately to facilitate drainage and the drainage shall flow in a direction opposite to the direction of food preparation/manufacturing process flow.
47. Adequate control measures should be in place to prevent insects and rodents from entering the processing area from drains.
48. Windows, door & all other opening to outside environment shall be well screened with wiremesh or insect-proof screen as applicable to protect the premises from fly and other insects/pests/animals & the doors be fitted with automatic closing springs. The mesh or the screen should be of such type which can be easily removed for cleaning.

49. Equipment and container that come in contact with food and used for food handling, storage, preparation, processing, packaging and serving shall be made of corrosion free materials which do not impart any toxicity to the food materials and should be easy to clean and/ or disinfect (other than disposable single use types)
50. Equipment and utensils used in the preparation of food shall be kept at all times in good order and repair and in a clean and sanitary condition. Such utensil or container shall not be used for any other purpose.
51. Periodic assessment of the effectiveness of training, awareness of safety requirement and competency level shall be made, as well as routine supervision and checks to ensure that food hygiene and food safety procedures are being carried out effectively.

ASSESSMENT INDEX-Mission Shakti Group

(for engagement for Cooking and Management in Aahaar Kitchen)

Sl. No.	Assessment Parameter	Marks	Means of verification	Remarks
01	Adhere to standard practices of Group (Pancha Sutra)	20	Register & Bank Pass Book of Mission Shakti Group	.Regular Meeting-04 .Regular Saving-04 .Regular Internal Lending-04 .Regular Repayment-04 .Regular Record Keeping-04
02	No. Of Active members	10	Register & Bank pass book of Mission Shakti Group	. 10 Active Members -10 . 7 to 9 Active members-08 . 4 to 7 Active members-06 . Less than 4 active
03	Involvement in Income Generation Activity (IGA)	15	Field visit & document verification	.3 Activity -15 .2 Activity-10 .1 Activity -05
04	Turnover of Group	25	Register & bank pass book of Mission Shakti Group	. More than 5 lakhs -25 . 3 lakhs to 5 lakh -15
05	Investment Capacity	20	Register & bank pass book of Mission Shakti Group	.3 lakhs -20 . 2 lakhs -15 .1 lakhs-10
06	Experience in handling kitchen or similar kind of business	10	Field Visit	. 1 year or more -10 . Less than 1 year -05
Total Mark :-		100		

Note:-

1. Mission Shakti Group having score below 40 % shall not be considered for engagement.
2. If more than one MSG found secured the same mark then a Common Test having 15 marks will be conducted for selection of MSG.

RATING ASSESSMENT

Overall score	Grade	Remarks
90 % and above	A	Excellent performance, good prospects, very highly recommended
80-89 %	B	Good performance , good prospects, highly recommended
70-79 %	C	Reasonable performance , good prospects, Recommended
60-69 %	D	Moderate performance, Reasonable prospects, recommended, needs monitoring
50-59 %	E	Moderate performance, Moderate prospects, acceptable needs improvement to handle significant support
40-49 %	F	Low performance, Low prospects, needs substantial improvement

Submission of Expression of Interests

The mission Shakti Group shall submit their EOI as per the formats in Annexure-I & II along with photocopies of all the supporting documents and should be marked with seal and the envelope clearly super scribed as " EOI for selection of Mission Shakti Group of O & M of AAHAAR Kitchen" , At- Industrial Area , Remuna.

EOI on its complete form in all respect as specified must be reached on or before 19.09.2025 at 5.00 PM addressed to the Executive Officer, Remuna NAC, At-Ganeswarpur, Po- Remuna, Ps- Industrial Area, Dist- Balasore, Pin-756019 only through Speed Post/ Register Post. The EOI will be opened on 20.09.2025 at 11AM in the presence of the ULAWC Member & the bidder or their authorized agent.

The Authority reserves all the right to cancel/Modify/ Reject the EOI without assigning any reason thereof.


Executive Officer 
Remuna NAC

(Details document required for Evaluation of Mission Shakti Group)

Annexure-I

Sl. No.	Subject	
01	Mission Shakti Group (MSG) Name Address and Contact No. (Enclose the MSG Certificate, if any	
02	First Resolution of Copy of the MSG	
03	Name of the President, Address and contact No.	
04	Name of the Secretary, Address and Contact No.	
05	MSG PAN No. (If available)	
06	Proof of Income Generation Activity (IGA) at least for last 3 Years	
07	Bank Statement of MSG for Last 3 Year	
08	Resolution of MSG for last Six Month	

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

**Signature of the president
With Stamp
Date**

**Signature of the Secretary
with Stamp
Date**

**Executive Officer,
Remuna NAC**

Annexure -II

We the.....Mission
Shakti Group From.....Area/Ward
Declares that:

1. Our group will be obeyed the term & condition as defined for O & M of AAHAAR Kitchen including Cooking and Transportation.
2. Our Group has not been involved in any financial irregularities such as loan declared as NPA, Pre-settlement or one time settlement or one time se loan etc.
3. Our Group Members have not been involvement in any anti-social activity.
4. Our Group may be submitted Food License Certificate within 1 Month of the Signed MOU.
5. We understand that if any deviation found in this regard, then strong action may be initiated against us.

Signature of the president
With Stamp
Date

Signature of the Secretary
with Stamp
Date

Executive Officer,
Remuna NAC