

OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER, PATTAMUNDAI

Letter No. 194 /Date. 10.03.2022

EXPRESSION OF INTEREST

Sealed applications are invited from the interested eligible WSHGs of Pattamundai ICDS Project Area for preparation and distribution of THR to Anganwadi Centres of Pattamundai ICDS Project under SNP for the year 2022-23 .

The application paper for the above purpose containing the terms and conditions and statutory requirement can be obtained from the Office of the Pattamundai, ICDS Project on a non-refundable payment of Rs. 5000/- (Rupees five thousand) only during Office hours on any working days between Dt. 11.03.2022 to Dt. 22.03.2022.

The detail of application can be downloaded from the District Website <http://kendrapara.nic.in>.

Child Development Project Officer,
Pattamundai

Memo No. 195 /Dated 10.03.2022

Copy forwarded to the DIO, NIC, Kendrapara for information and necessary action with a request to make available the Advertisement from Dt.11.03.2022 to Dt. 22.03.2022 in Kendrapara District Website on <http://kendrapara.nic.in> under the Heading " Notice, Sub-heading: Tender, Caption in English "Selection of WSHG for production and distribution of THR under SNP in Pattamundai ICDS Project of Kendrapara District" Caption in Odia " କେନ୍ଦ୍ରାପଡ଼ା ଜିଲ୍ଲା ଅଧୀନ, ପଟ୍ଟାମୁଣ୍ଡାଇ ସମକ୍ଷିତ ଶିଶୁ ବିକାଶ ପ୍ରକଳ୍ପ ପାଇଁ ପରିପୁରକ ପୁଷ୍ଟି କାର୍ଯ୍ୟକ୍ରମ ଅଧୀନରେ ଛତୁଆ ପ୍ରସ୍ତୁତି ଓ ବଣ୍ଟନ ନିମନ୍ତେ ମହିଳା ସ୍ୱୟଂସହାୟକ ଗୋଷ୍ଠୀ ବାଛିବା ପାଇଁ ବରଖାସ୍ତ ଆବୁନ" ।

Child Development Project Officer,
Pattamundai

Terms & Conditions

Name & Address of the SHGs: _____

Location of the SHGs : _____

- Detailed application papers can be obtained from the office of the ICDS Project, Pattamundai from Dt. 11.03.2022 to Dt. 22.03.2022 on any working day during office hours only on deposit of a non-refundable amount of Rs. 5000/- only.
- The application shall be received in the Office ICDS Project, Pattamundai during office hour on working days from Dt. 11.03.2022 to Dt. 22.03.2022 up to 5 P.M. through Registered / Speed Post and the application will be opened on Dt. 23.03.2022 at 3P.M. in the office of the ICDS Project, Pattamundai in the presence of the Committee Members and the applicant or their authorized representatives. The application received beyond the date and time shall not be taken into consideration.
- Only graded SHGs those have experience in preparation of Chhatua and have the feasibility of THR plant with drying, grinding and packaging equipment would be given 1st preference (in support of required documents should be attached.)
- Thereafter graded SHG(s) that have experience in grinding other condiments like haldi etc. and have the equipment would be given 2nd preference (in support of required documents should be attached)
- If none of the above is available, a graded SHG with experience of processing would be given preference (in support of required documents should be attached).
- WSHGs applied for preparation and distribution of THR should be the permanent resident of ICDS Project area and the manufacturing unit of the SHG should be located within the assigned ICDS project area/GP area.
- The WSHGs must be financially sound and must have internal lending of at least Rs. 2.00 Lakhs in the last financial year (supporting required documents should be attached)
- The terminated/ blacklisted SHGs are not eligible to apply/participate in this selection process. (An undertaking/affidavit as regards not terminated/black listed should be attached.)

The responsibility of the SHG(s) selected for the processing and supply of Chhatua/ Ladoo shall be

- To procure all the ingredients required for the Chhatua/ Ladoo except wheat as per the specification.
- The wheat shall be supplied to them by the district authority. The SHG(s) should store wheat and other foodstuff in clean and hygienic condition with proper airtight container. On no account should wheat and any other foodstuff be kept in open for long period.
- SHGs must make sure that only fresh Chhatua is supplied to AWCs. On no account should Chhatua /Ladoo/ Chiki more than 10 days old be supplied to the AWC. The mixing of ingredients to be done on 23rd of each month in the presence of ICDS Supervisors & CDPO and THR (Chhatua) will be distributed to all the AWCs by 30th of each month.
- They should process the Chhatua /Ladoo/Chiki in the defined manner and ratio as per the norm.
- They should deliver the Chhatua/ Ladoo/ Chiki at the Anganwadi Centres as per the schedule packets and volume specified by the district authority.
- The application paper should be submitted in sealed cover superscribing in capital letters such as “ **EXPRESSION OF INTEREST FOR SELECTION OF WSHG FOR PRODUCTION AND DISTRIBUTION OF THR UNDER SNP IN PATTAMUNDAI ICDS PROJECT OF KENDRAPARA DISTRICT** ”
- The applicant has to submit the following documents along with application paper.
 - i. Original money receipt towards purchase of application paper.
 - ii. Original application paper duly signed by the applicant as a token of acceptance of the terms and condition of the applicant.

In order to ensure uniformity and prevent leakage, the SHG(s) should be directed to ensure uniform packaging for the above mentioned categories as well as Colour coding will be done for each category, as follows:

- Yellow Colour for pregnant and lactating mothers
- Sky Blue Colour for 6 months to 3 years children
- Red Colour for Severely Malnourished children

The following instructions to be followed during distribution of THR to different AWCs.

- As per head transport and supervision cost has been provided for the SHG(s) in the per beneficiary ration cost. Thus, the SHG(s) should be encouraged to utilize the rest amount strictly for the ingredients without cutting any amount from the foodstuff towards the transport cost.
- The SHG(s) should engage their own transport contractors and ensure delivery at each AWC in the ICDS Project by 30th of every month.

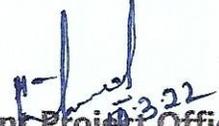
Quality parameters:

- The Chhatua/ Ladoo/ Chiki should be prepared in hygienic conditions, with proper hand washing, neatly cut nails, hair neatly tied, apron etc.
- Prepared Chhatua/Ladoo/Chiki should not be lying in open at any time. It should be packed as soon as it is prepared and stored on racks, properly level. With date of manufacture.
- It should be ensured that the packaging instructions are strictly followed by each SHGs taking up manufacturing of the Chhatua/Ladoo/Chiki. In order to ensure that loose or packaged Chhatua/Ladoo/Chiki is not sold in the open market, strict check on the quantity & quality prepared and delivered to AWCs should be ensured at the ICDS Project level.
- 10% of loss is allowed in processing of Chhatua. So quantity of ingredients used and net quantity of Chhatua should be clearly mentioned over the packet.
- THR preparation guidelines are given at Annexure-II & III which should be strictly followed by the SHGs and monitored during spot visits by the Squads of District, Sub Division and Block level.

CONTRACT CONDITION

- A contract should be signed between the CDPO and the SHGs laying down the terms and conditions of preparation and supply. Normally the contract should be from 1st April 2022 up to 31st March 2023.
- Before the end of the financial year a review of the SHG(s) performance should be made by the Collector after which a decision can be taken to either renew or rescind the contract.
- In case any SHGs is found to have deviated from the guidelines and made Chhatua/Ladoo/Chiki that has less protein and calorie than prescribed or has sold the Chhatua/Ladoo/Chiki in the market by mis-utilising government money, strictest possible action should be taken against the SHGs. This would entail termination of the contract, stoppage of micro credit support by the department to the SHGs.

- A fine can also be enforced on the SHGs. Proper procedure ensuring natural justice should be followed before taking any action.
- A security deposit of 1 lakh should be taken from the SHGs and kept with the DSWO and returned on termination of the contract. This should however, be seized in case of action as mentioned above against the SHGs.
- The applicant has to submit the following documents.
 - (i) Original application paper duly signed by the applicant.
 - (ii) Original money receipt towards cost of application paper.
 - (iii) Such other supporting documents as prescribed in the terms and conditions.
- The C.D.P.O. reserves the rights to reject any or all the applications without assigning any reason thereof.


Child Development Project Officer
Pattanamundai
Child Development Project Officer
Pattanamundai

I agree to abide by the above terms and conditions.

Signature of the applicant.

**APPLICATION FORM FOR PREPARATION AND SUPPLY OF THR AS PER
EXPRESSION OF INTEREST NO. _____/Date._____.**

1. Name of the WSHG:

2. Detailed Address of the WSHG.

3. Documents to be produced by the WSHG:

**(Copy of Cash Book, Pass Book, Gradation assessment form of six months,
monthly Resolution Book),**

4. Location of THR Plant with

Khata No.

Plot No.

Mouza:

5. Whether owned/hired.

6. Infrastructure available in the THR Plant:

7. Valid Food License:

Date:

Place:

Signature of the applicant.