

## District Website Documents Updation Form

( <https://kendrapara.odisha.gov.in> )

- Department Name : Department of Mission Shakti, Govt. of Odisha
- Document type : Publication  
(Tender, Advertisement, Recruitment, Result, Notice, Notification, Others :Please specify)
- Document to be available in website : From Date: 14/10/2025 To Date: 28/10/2025
- Title (in English) : Publication of Expression of Interest (EOI) for Supply of Dietary and Toiletries items for residential hostels run by ST & SC Development Department in collaboration with Mission Shakti , Odisha.
- Title (in Odia) : ମିଶନ ଶକ୍ତି ସହଯୋଗିତାରେ ଅନୁସୂଚିତ ଜନଜାତି ଓ ଅନୁସୂଚିତ ଜାତି ଉନ୍ନୟନ ବିଭାଗ ଅଧିନସ୍ଥ ବିଦ୍ୟାଳୟଗୁଡ଼ିକରେ ଖାଦ୍ୟ ଓ ପ୍ରସାଧନ ସାମଗ୍ରୀ ,ମାଂସ ଓ ଅଣ୍ଡା ଯୋଗାଣପାଇଁ ଇଚ୍ଛୁକ / ଆଗ୍ରହୀ ସ୍ୱୟଂ ସହାୟକ ଗୋଷ୍ଠୀ ମାନଙ୍କଠାରୁ ଆବେଦନ ପାଇଁ ଆହ୍ୱାନ

  
District Social Welfare Officer  
District Social Welfare Officer,  
Kendrapara  
Kendrapara

All Documents should be in signed scanned PDF format.

Please mail the soft copy along with a forwarding letter to The District e-Governance Manager (DeGM) ,

Kendrapara, Collectorate, Kendrapara.

email : [degm.kendrapara@odisha.gov.in](mailto:degm.kendrapara@odisha.gov.in)



**DISTRICT OFFICE: KENDRAPARA  
MISSION SHAKTI**

MISSION  
**Shakti**  
Empowered Women | Empowered Odisha

Letter No. 553 // Date 14/10/25

**Advertisement for inviting Expression of Interest (EOI) for Supply of Dietary and Toiletries items for residential hostels run by ST & SC Development Department.**

Interested WSHGs/WSHG Federations/PGs of WSHG having willingness and aptitude for the activity titled supplies of Dietary and Toiletries items for residential hostels (Annexure II) run by ST & SC Development Department is invited to submit their proposal before concerned CDPO in the mentioned below format within 15 (fifteen) days of this notice i.e. by 28/10/2025 towards Supply of Dietary and Toiletries items for residential hostels run by ST & SC Development Department. SHGs should be from the same GP where they propose to take up the activity.

- Enclosure:**
1. SHG Selection Criteria (Annexure – I)
  2. List of Residential Schools (Annexure – II)
  3. Application Format (Annexure – III)

**NB:** The applicant SHG can get the detailed information on the scheme from the concerned WEO/BPC, Mission Shakti of the concerned block.

  
**District Social Welfare Officer,  
District Kendrapara Officer,  
Kendrapara**

Memo No. 554 // Dt: 14/10/25

Copy forwarded to BDO Aul, BDO, Kendrapara, BDO, Mahakalapada, and BDO, Pattamundai / CDPO, Aul, CDPO, Kendrapara, CDPO, Mahakalapada, and CDPO, Pattamundai District for information & they are requested to display the Publication of EOI at the offices of the Concerned CDPOs, BDOs, Municipalities, AWCs and BLFs for wide publicity.

  
**District Social Welfare Officer,  
District Kendrapara Officer,  
Kendrapara**

Memo No. 555 // Dt: 14/10/25

Copy forwarded to the DWO, Kendrapara for information & requested to display the Publication of EOI in the Office notice board for wide publicity.

  
**District Social Welfare Officer,  
District Kendrapara Officer,  
Kendrapara**



Memo No. 556 // Dt: 14/10/25

Copy to The District e-Governance Manager (DeGM) , Kendrapara, Collectorate,  
Kendrapara For information & request to publish this EOI for minimum for 15 (Fifteen)  
days in District website starting On/ Before 14/10/2025 positively.

*m* 14/10/25  
**District Social Welfare Officer,**  
**District Social Welfare Officer,**  
**Kendrapara**  
**Kendrapara**



**Annexure-I**

**Criteria for selection of SHG: -**

1. SHGs for these proposed interventions include SHG Federations and PGs of SHGs.
2. SHG must have completed one year from the date of formation.
3. SHG should belong to same block where they propose to take up the activity.
4. SHGs must have an active bank account.
5. SHG must not be a bank loan defaulter.
6. SHG must have undertaken regular and systematic book keeping including maintenance of Meeting register ,Cash book updated Pass Books among others.

**Annexure-II**

| <b>List of Schools</b> |                      |                                    |
|------------------------|----------------------|------------------------------------|
| <b>Sl No</b>           | <b>Name of Block</b> | <b>Name of School to be tagged</b> |
| 1                      | Aul                  | Mahadeipatna RS, Aul               |
| 2                      | Mahakalapada         | Tikhiri RS, Mahakalapada           |
| 3                      | Kendrapara           | Dhumat SS, Kendrapara              |
| 4                      |                      | Nagapura SS, Kendrapara.           |
| 5                      | Pattamundai          | Kulasahi AS, Pattamundai           |

  
**District Social Welfare Officer,**  
District Social Welfare Officer,  
Kendrapara

**Application Form**

EOI for taking up the activity: \_\_\_\_\_

1. Name of the SHG : \_\_\_\_\_

2. SHG Address:

Village. \_\_\_\_\_, Post Office. \_\_\_\_\_ GP.

\_\_\_\_\_, Block. \_\_\_\_\_

District. \_\_\_\_\_, Pin. \_\_\_\_\_

ICDS Project. \_\_\_\_\_

3. Year of Formation: \_\_\_\_\_

4. Present livelihood activities undertaking: \_\_\_\_\_

5. Name of village/GP where the activity will be taken up: \_\_\_\_\_

6. Whether the SHG has undergone training at KVK or by ST &amp; SC development Department on corresponding activity (Yes/No)

If Yes, please mention the details:

7. Bank and Branch Name: \_\_\_\_\_

8. Funds available in the saving bank Account: \_\_\_\_\_

a) Regular saving(Yes/No):

b) Amount of saving (In Rs.):

c) Whether loan taken(Yes/No):

If Yes, mention the number of times loan availed:

d) Mode of Loan Repayment(Regular/Irregular):

e) Meeting Register Maintained (Yes/No):

f) Cash Book Maintained (Yes/No):

9. Contact No: \_\_\_\_\_

10. Resolution of the SHG to take up the activity is enclosed (Yes/No):

Name & Signature of the Authorized  
Person of the SHG

Date:

**Acknowledgement**Received the Expression of Interest from \_\_\_\_\_ SHG, Village:  
\_\_\_\_\_, on date \_\_\_\_\_ for the activity 'Supply of School Uniforms for the studying in  
schools run by ST & SC Development Department'.Signature of the CDPO/ Authorised Signatory  
Date

**List of Documents to be submitted along with application form: -**

1. Xerox copy of 1<sup>st</sup> resolution of SHG.
2. Xerox copy of Last resolution of SHG.
3. Xerox copy of front page of bank passbook of SHG.
4. Xerox copy of updated bank passbook of SHG.
5. Xerox copy of updated members saving passbook.
6. Xerox copy of updated cashbook of SHG.
7. Xerox copy of updated internal lending register of SHG.
8. Xerox copy of related experience (If any Please submit the Copy of Supply Order).
9. Photo showing no of machines available with SHG.

  
**District Social Welfare Officer,**  
District Social Welfare Officer,  
Kendrapara  
Kendrapara