

OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, KALAHANDI
BHAWANIPATNA-766001

(Social Welfare Section)

No. 566 /Mission Shakti

Date. 19/3/2021

**Inviting Expression of Interest for SHGs/SHG Federations
for Setting-up Millet Shakti Tiffin Centre (Kiosks) and Millet Shakti on
wheels (Mobile Sales Units)**

(for Bhawanipatna (Urban), Bhawanipatna (Rural), Narla, Lanjigarh and Th. Rampur only)

Interested WSHGs/ SHG Federations having willingness and aptitude for setting up Millet Kiosks and Mobile Sales Units are invited to submit their proposal before the concerned CDPO in the attached format within 15 (Fifteen) days of this advertisement i.e. by 2nd April. 2021.

1. **Millet Shakti Tiffin Centres:** Tiffin Centres selling hot-cooked millet-based food, snacks, etc. at affordable prices will be established in partnership with SHG Federations / SHGs.

The SHG Federation / SHG shall contribute the cost of minor construction material, printing of flex and framing, fascia, etc. at the location of the tiffin centre in case of stationary Kiosk and for renovation / purchase / decoration in case of a Movable Kiosk up to Rs. 20,000 and contribute Rs. 10,000 as start-up working capital. A one-time support of Rs. 30000 per unit shall be provided by the Odisha Millets Mission.

2. **Millets on Wheels:** One mobile food truck (Millets on Wheels) or moving sales truck for sales of inputs / food products of millets shall be supported under this component. The truck can also be utilized for selling millet inputs like seeds, organic inputs, processed millets and millet based value-added products etc. at the village level to rural households.

The selected SHG Federation / SHG shall arrange a vehicle and get it registered with the concerned RTO. On arrangement of vehicle, Odisha Millets Mission shall provide a support of Rs. 4,00,000. Out of this amount, Rs. 2,50,000 shall be provided for modification / decoration of the vehicle as "Millets on Wheels" food truck / sales truck in the first instalment. Once the vehicle is ready with all amenities, Rs. 1,50,000 shall be released to the SHG Federation / SHG as a one-time grant for working capital.

Enclosed:

- Annexure- I: Parameter for Selection of WSHG for Setting-up Millet Shakti Tiffin Centre (Kiosks) and Millet Shakti on wheels (Mobile Sales Units)
- Annexure- II: Application form in English (available at concerned CDPO office) for setting up/management of Kiosk (millets tiffin Centre)
- Annexure-III: Application form in English (available at concerned CDPO office) for setting up/management of Mobile sales unit (millet on wheels)
- Annexure-IV: Suggestive list of equipments to be purchased by SHGs for Millet Shakti Tiffin Centre from one time support of Rs 30000.
- Annexure-V: Suggested Menu for Tiffin centre and Mobile sales unit


19.3.21
District Social Welfare Officer,
Kalahandi

Parameter for Selection of WSHG for Setting-up Millet Shakti Tiffin Centre (Kiosks) and Millet Shakti on wheels (Mobile Sales Units)

1. Eligibility Criteria for SHGs / SHG Federations:

SHGs and SHG Federations will be eligible for applying. The following are the eligibility criteria for SHG Federations / SHGs for being selected to manage the centre.

- Must be at least 2 years old.
- Must be located within the Block area where the proposed enterprise is to be established.
- Members must be literate; can read and write Odia and have a basic understanding arithmetic skill.
- Must not be a defaulter to any bank loan.
- SHGs having prior experience in commercial food processing and marketing will be preferred.
- Must arrange infrastructure such as land, building, vehicle, electricity, water supply, working capital to obtain other support from Odisha Millets Mission.
- Must be willing to pay the monthly electricity, water bills and any other applicable taxes and other dues.
- Must be willing to agree to the terms laid down and sign an agreement with District level officers of Mission Shakti and Odisha Millets Mission.
- Groups having licenses from government institutes, FSSAI certification and food business license will be preferred.
- **Millet Shakti Tiffin Centres:** The SHG / SHG Federation must be willing to contribute the cost that varies from Rs. 5000 to Rs. 20,000 for minor construction material, printing of flex and framing, fascia, etc. at the location of the tiffin centre in case of stationary kiosk (*stall*) and for renovation / purchase / decoration in case of a movable kiosk (*thela cart*) and Rs. 10,000 as start-up working capital.
- **Millets on Wheels:** The SHG / SHG Federation must be willing to contribute the cost for arranging a vehicle along with its registration in the name of the SHG Federation / SHG amounting approximately up to Rs. 1,50,000. Support from Odisha Millets Mission shall be provided on arrangement of vehicle only.

2. The SHG Federation / SHG selected shall perform the following roles:

- Will sign an agreement with the DSWO and CDAO of the concerned district for running the respective units.
- Will have existing saving bank account for receiving the grant from Odisha Millets Mission. All expenses and payments for the Millet Shakti Tiffin Centre or Millets on Wheels shall be done by the SHG from this saving account.
- Will attend all the trainings organized by the Odisha Millets Mission.
- Will represent the Odisha Millets Mission and Mission Shakti at different platforms as partner.
- Will arrange required infrastructure and working capital as mentioned in this document.

Application Form for Selection of SHGs / SHG Federations for Setting-Up / Management of Kiosks (Millet Shakti Tiffin Centre)

Sl. No	Details of SHG / SHG FEDERATION	Sub-component	Information
1	Name		
	Address	Village/Lane: Post Office: GP/Ward: Block: District: PIN:	
	Name of ICDS project		
	Bank Saving Account Number		
	Bank and Branch Name		
	Contact No & Email ID (if any)		
2	If registered	Registration number & date	
	Place of registration SHG / SHG Federation	Village	
		Gram Panchayat	
	Block		
3	Educational details (qualification of Executive Committee members of SHG / SHG Federation)	President	
		Secretary	
		Treasurer	
4	Fund available in Saving bank Account	Total Available (in Rs Lakhs)	
a	Weather Regular Saving	(Yes/No)	
b	Weather Loan Taken (yes/ No) If yes, then mention number of times loan taken since group formation and attach self-attested Bank Loan Pass book first page and Last transection	(Yes/No)	
c		Number of times loan taken	
d		Amount of loan (in Rs Lakhs)	
e		Amount Loan repaid in Rs Lakhs	
f		Mode of loan repayment (regular/ irregular)	
g	Maintaining Meeting register regularly	(Yes/No)	
h	Maintaining Cash Book Regularly	(Yes/No)	
5	Livelihood activities currently being under taken:-		
6	Details on business knowledge and experience on Commercial food Manufacturing and marketing	Years. of experience Commercial food Manufacturing and marketing	
		Experience in managing street food stall/outlet/Kiosk	
		Annual turnover in Rs Lakhs	
7	Availability of Vehicle to transport goods	Have own vehicle (Yes/No)	
8	Type of tiffin centre applying for (please tick the choice)	a. Stationary Kiosk (Stall) <input type="checkbox"/> b. Movable Kiosk (Thela) <input type="checkbox"/>	

Declaration:

We hereby declare that the details furnished above are true and correct to the best of our knowledge and belief. In case any of the above information is found to be false or untrue or misleading or misrepresenting, we are aware that we may be held liable for it and penalised according to the court of law.

Signature of the Applicant SHG Federation / SHG (President and Secretary of the group)

Acknowledgement

Received the expression of interest from SHG / SHG Federation, having address at, on date... for management of Kiosks (Millet Shakti Tiffin Centres).

Child Development Project Officer

Application Form for Selection of SHGs / SHG Federations for Setting-Up / Management of Mobile Sales Unit (Millets On Wheels)

Sl. No	Details of SHG / SHG FEDERATION	Sub-component	Information
1	Name		
	Address	Village/Lane: Post Office: GP/Ward: Block: District: PIN:	
	Name of ICDS project		
	Bank Saving Account Number		
	Bank and Branch Name		
	Contact No & Email ID (if any)		
2	If registered	Registration number & date	
	Place of registration SHG / SHG Federation	Village	
		Gram Panchayat	
	Block		
3	Educational details (qualification of Executive Committee members of SHG / SHG Federation)	President	
		Secretary	
		Treasurer	
4	Fund available in Saving bank Account	Total Available (in Rs Lakhs)	
a	Weather Regular Saving	(Yes/No)	
b		(Yes/No)	
c	Weather Loan Taken (yes/ No)	Number of times loan taken	
d	If yes, then mention number of times loan taken since group formation and attach self-attested Bank Loan Pass book first page and Last transection	Amount of loan (in Rs Lakhs)	
e		Amount Loan repaid in Rs Lakhs	
f		Mode of loan repayment (regular/ irregular)	
g		Maintaining Meeting register	(Yes/No)
h	Maintaining Cash Book Regularly	(Yes/No)	
5	Livelihood activities currently being under taken:-		
6	Details on business knowledge and experience on Commercial food Manufacturing and marketing	Years. of experience Commercial food Manufacturing and marketing	
		Experience in managing street food stall/outlet/Kiosk	
		Annual turnover in Rs Lakhs	
7	Availability of Vehicle to transport	Have own vehicle (Yes/No)	
8	Type of tiffin centre applying for (please tick the choice)	a. Stationary Kiosk (Stall) <input type="checkbox"/> b. Movable Kiosk (Thela) <input type="checkbox"/>	

Declaration:

We hereby declare that the details furnished above are true and correct to the best of our knowledge and belief. In case any of the above information is found to be false or untrue or misleading or misrepresenting, we are aware that we may be held liable for it and penalised according to the court of law.

Signature of the Applicant SHG Federation / SHG (President and Secretary of the group)

Acknowledgement

Received the expression of interest from SHG / SHG Federation, having address at , on date.....for management of Mobile Outlet / Farmer Sales Outlet (Millet Shakti on Wheels).

Child Development Project Officer

ANNEXURE 4**Suggestive List of Equipment to be purchased by SHG for Millet Shakti Tiffin Centre from One-Time Support of Rs. 30000**

Sl. No	Particulars	Unit	Qty	Cost Per Unit	Total Amount
1	Kadhei	No.	2	1,000.00	2,000.00
2	Grinder	No.	1	2,500.00	2,500.00
3	Pressure cooker	No.	1	2,000.00	2,000.00
4	Frying Stick	No.	2	200.00	400.00
5	Steel Plate for Serving	No.	16	25.00	400.00
6	Basin (Steel)	No.	1	500.00	500.00
7	Idli Maker-4 self	No.	1	1,500.00	1,500.00
8	Water Jar-100 Ltr	No.	2	1,000.00	2,000.00
9	Dekchi with cover (steel)	No.	5	500.00	2,500.00
10	Belna with Badi set	No.	1	200.00	200.00
11	Bucket (Steel)	No.	3	1,000.00	3,000.00
12	Gas & Cylinder (19 ltr) Stove set	No.	1	8,000.00	8,000.00
13	Rechargeable Battery and Lights	No.	1	5,000.00	5,000.00
Total					30,000.00

Annexure 5**Suggested Menu for Tiffin Centres and Mobile Outlets**

Sr. No	Main Item	Side Dish	Morning (M) / Evening (E) / Both (B) / Lunch (L)
1	Ragi / Suan / KanguChakuli (2 pieces)	Sambhar / Ghooghni + Chatni	M
2	Ragi / Suan / KanguEnduriPeetha (1 piece)	Green Chatni	M
3	Ragi / Suan / KanguIdli or Bara (2 pieces)	Sambhar / Ghooghni + Chatni	B
4	Ragi Veg/Alu Chop (4 pieces)	Sambhar / Ghooghni + Chatni	B
5	Kangu / Suan / Proso Veg Pulav	Raita	L
6	Kangu / Suan / Proso Chicken Biryani	Raita	L
7	Ragi Chicken Pakoda (6 pieces)	Green Chatni	E
8	Ragi Onion Pakoda (one small plate)	Sambhar / Ghooghni + Chatni	E
9	Ragi Jalebi (3 pieces)		E
10	RagiKakaraPeetha (2 pieces)		E
11	Ragi Malt / Soup (1 cup)		B
12	Suan / KanguKheeri		B
13	Dry items like Mixture, Mudki, Laddoo, Biscuits, etc.		B