

OFFICE OF THE CDAO-CUM-PROJECT DIRECTOR, ATMA, KALAHANDI

No 533 dt. 12/01/26

Expression of Interest (Eoi) for Selection of Farmer Producer Organisations (FPOs) for Setting up & Running "Millet Shakti Tiffin Centre" under the scheme Shree Anna Abhiyan (SAA), Kalahandi.

The Office of the Chief District Agriculture Officer-cum-Project Director, ATMA, Kalahandi hereby invites Expression of Interest (Eoi) from the eligible Farmer Producer Organisations (FPOs) for setting up and operating Millet Shakti Tiffin Centres (millet-based value-added food kiosks) under Shree Anna Abhiyan (SAA), Kalahandi. One Millet Shakti Tiffin Centre shall be selected for each Block, namely: Bhawanipatna, Lanjigarh, Narla and Thuamul Rampur block.

Interested FPOs having adequate managerial capability, financial discipline, and willingness to operate millet-based tiffin and snack services are encouraged to apply.

1. Scope of the Eoi

The selected FPO shall:

- i. Establish and manage a Millet Shakti Tiffin Centre/Kiosk for preparation and sale of millet-based food items (tiffin, breakfast, evening snacks, value-added products etc.).
- ii. Ensure food safety, hygiene, and regular operations.
- iii. Promote local millets and value-added millet products under Shree Anna Abhiyan.
- iv. A one-time financial support of Rs. 50,000/- (Rupees Fifty Thousand only) shall be provided to each selected FPO for setting up/management of the kiosk, subject to terms and conditions of the scheme.

2. Eligibility Criteria

The applicant FPO must fulfill all the following conditions:

- i. Must be a legally registered FPO with updated statutory compliances (DSC, KYC, etc.).
- ii. Must have completed minimum two (2) years of existence.
- iii. Must have a separate and operational bank account for regular business transactions.
- iv. Must not be a bank loan defaulter.
- v. Must possess valid PAN, TAN and GST in the name of the FPO.
- vi. Must demonstrate willingness to invest at least Rs. 50,000/- from own sources for the activity.

3. Documents to be Submitted

The following documents must be enclosed with the Eoi application:

- i. Duly filled-in Application Form (**Annexure-I**)
- ii. Copy of 1st Formation Resolution and latest Resolution approving the activity.
- iii. Updated Bank Passbook (front page and latest entries)
- iv. Cash Book (Xerox copy of last 6 month)
- v. Details of Bank Loan, if any, with updated loan statement.
- vi. CA Audited Reports for last three (3) financial years
- vii. Copy of Certificate of Incorporation
- viii. Copies of PAN, TAN, GST etc.
- ix. Proceedings of AGM for last three (3) years

4. Submission of Eol

- i. **Mode of submission:** Registered Post / Courier / Physical submission.
- ii. **Addressed to:** The Chief District Agriculture Officer-cum-Project Director, ATMA, Kalahandi.
- iii. Last date & time: 30-01-2026 up to 5.00 P.M.
- iv. Late or incomplete applications shall be summarily rejected.

5. Selection Process

Selection of FPOs shall be carried out based on:

- i. Eligibility compliance
- ii. Document verification
- iii. Evaluation through Scoring Sheet (**Annexure-II**)
- iv. The decision of the District Level Selection Committee shall be final and binding.

6. Right to Accept or Reject

The undersigned reserves the right to accept, rejects, or cancel any or all Eols without assigning any reason thereof.


CDAO cum Project Director,
ATMA, Kalahandi

APPLICATION FORM

1. Name of the FPO: _____
2. Registered Address of the FPO: _____
Contact No.: _____, E-mail: _____
3. Year of Formation: _____
4. Present livelihood / business activities undertaken: _____
5. Current Bank Account No.: _____
6. Name of Bank & Branch: _____
7. Funds available in Current Bank Account (Rs.): _____ As on Date: _____
a) Authorised Share Capital: (Rs.): _____
b) Issued Share Capital: (Rs.): _____ As on Date: _____
c) Paid-up Capital (Rs.): _____ As on Date: _____
8. Loan details: a) Whether loan taken: Yes / No
b) Number of times loan availed: _____
c) Total loan amount availed (Rs.): _____
d) Total loan repaid (Rs.): _____
e) Mode of repayment: Regular / Irregular
9. Meeting Register maintained: Yes / No
10. Cash Book maintained: Yes / No
11. PAN Card No. of FPO: _____
12. FPOs having prior involvement in the scheme Shree Anna Abhiyan: _____ Years.
13. Resolution to undertake the activity enclosed: Yes / No
14. Self-attested document:

| SL No | Documents Enclosed | Enclosed (Yes/ No) |
|-------|--|--------------------|
| 1 | FPO 1 st formation resolution copy | |
| 2 | Resolution of the FPO to take up the activity | |
| 3 | KYC all members | |
| 4 | Bank passbook front copy | |
| 5 | Update bank passbook copy | |
| 6 | Cash book of FPO Xerox copy of last 6 month | |
| 7 | FPOs having prior involvement in SAA (Copy of MoA) | |
| 8 | FPO pan card Xerox copy | |
| 9 | Update Bank Loan statement (If taken loan from any Bank) | |
| 10 | Copy of Proceedings of AGM for last three (3) years | |

15. Proposed location & accessibility of the Millet Shakti Tiffin Center to be established:
Detail Location _____

Declaration:

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief. In case any information is found to be false or misleading, I shall be liable for appropriate legal and administrative action.

Name & Signature of Authorized Signatory
Date: _____ Seal

SCORING SHEET FOR EVALUATION OF FPOs**Selection of FPOs for establishment of Millet Shakti Tiffin Centers
Under Shree Anna Abhiyan**

| Sl. No. | Evaluation Parameter | Maximum Marks | Marks Awarded |
|---------|--|---------------|---------------|
| 1. | Legal status & statutory compliance (PAN, GST, TAN, DSC, KYC) | 05 | |
| 2. | Years of existence (2-5 yrs: 5, >5 yrs: 10) | 10 | |
| 3. | Female farmer participation (< 50%, 5, > 50%, 10) | 10 | |
| 4. | Financial discipline (bank transactions, savings, cash book, audit reports, Share issue Capital, Paid up Capital, etc) | 10 | |
| 5. | Credit history & loan repayment record if any | 05 | |
| 6. | Availability of local millet production among FPO members | 10 | |
| 7. | Proposed location & accessibility of the Millet Shakti Tiffin Center to be established. | 10 | |
| 8. | Willingness & capacity to invest own funds (minimum Rs. 50,000/-) | 10 | |
| 9. | Business plan & financial sustainability of the FPO | 05 | |
| 10. | Past experience in food processing / marketing / catering (if any) | 05 | |
| 11. | Record keeping, hygiene & food safety preparedness | 05 | |
| 12. | AGM for last three (3) years | 05 | |
| 13. | Experience of FPOs having prior involvement in SAA Scheme. | 10 | |
| | Total | 100 | |

Remarks of the Selection Committee:

Signature of Committee Members: