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OFFICE OF THE ADMINISTRATOR
Chakdaha Municipality
P.O-Chakdaha, Dist.-Nadia, PIN-741222
(West Bengal)

MEMO NO.: 1455/CM

DATE: 01 /10/2026

Sub: Invitation of Expression of Interest for Operation & Maintenance of the "MAA AAHAR" Outlets at Chakdaha Municipality and at Chakdaha State General Hospital, Chakdaha, Nadia.

Apropos of the above, E.O.I. is hereby invited by the Executive Officer, Chakdaha Municipality, Chakdaha, Nadia in the prescribed pro-forma enclosed herewith from the registered ALF / CLF / SHG of the DAY-NULM Dept. of this Municipality having previous experiences for similar type of job like food supply in Government or private organization or any other organisation for yearly Operation & Maintenance of the "MAA AAHAR" Chakdaha Municipality area.

A. Eligibility Criteria of Organizations that can apply

The following organizations can apply under the scheme:

1. Registered CLF / ALF / SHG under DAY-NULM, Chakdaha Municipality. Preference will be given to those who are located within the territorial jurisdiction of Chakdaha Municipality or the registered address within 5 km radius of the MAA AAHAR outlets.
2. The organisation should be registered under the West Bengal Society Registration Act, 1961 or any other relevant Act. In case of SHG they must be included in DAY NULM portal.
3. The intending organisation must not have been blacklisted by the competent Government or by any of its departments/agencies.
4. The intending organisation should not be directly or indirectly related to any employee of the DAY-NULM, Chakdaha Municipality.
5. Organizations/SHGs that are presently operating or managing any other Maa AAHAR under the jurisdiction of Chakdaha Municipality shall also be eligible to participate in this Expression of Interest (EOI).
6. The organisation should have previous experience of working in the field of welfare upliftment of the urban poor with special focus on food entrepreneurship/preparation of Mid-Day Meal in schools or Experience in different food processing technique.
7. The organization/SHG should be a FSSAI registered unit or applied for FSSAI registration.
8. The organization/ SHG should be financially stable. Basic financial records such as cash books, ledgers (for all), and audited financial statements (for ALF/CLF only) should be available for the last three financial years.
9. The organization/SHG should have the manpower with requisite skills necessary to run the MAA AAHAR outlets on daily basis. The staff should be proficient in Bengali and Hindi. Preference would be given for running Mid-Day Meal Kitchen of schools and/or staff canteen of Government/Semi-Government/organisation of repute or experience in different food processing technique.
10. The organization/ SHG should not have any pending legal cases against it. It should not have indulged in any misconduct, fraud and/or misappropriation of fund in the past.

List of Documents to be submitted by the intending organisation

1. Registration Certificate (Updated) – Mandatory. In case of SHG, registration in NULM portal required.
2. Annual Audit Report – Last three financial years (For ALF & CLF only).
3. PAN Card of organisation (Mandatory for ALF/CLF/Any of the Office Bearer for SHG).
4. FSSAI Registration Certificate or Application (Mandatory).
5. Credentials related to experience on same nature of job as mentioned in the eligibility criteria.
6. An affidavit executed before the 1st Class Executive Magistrate on recent date towards declaration of non-pendency of legal disputes & relationship status as mentioned vide Sl. Nos. A4 & A10 above (Mandatory).

Note:

- For Sl. No. 1–5, self-attested copies are to be submitted subject to verification with original documents at a later stage.
- For Sl. No. 6, original document is to be attached with the E.O.I.

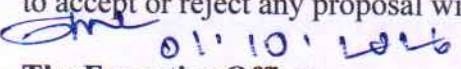
C. Period of Contract

The initial period of contract is for **2 (two) years**, which, however, may be extended further on satisfactory performance.

D. Procedure of Submission of Application

- a) Chakdaha Municipality would bring out this notification in the official website of Chakdaha Municipality / Newspapers / Notice Board / endorsement to local offices of Chakdaha for wider publication. It would be updated if any corrigendum will be done. The EOI document can be downloaded from the official website and will also be available at the DAY-NULM Department, Chakdaha Municipality, Chakdaha, Nadia- 741222, on all working days during this period.
- b) Only offline proposals will be received along with the requisite documents related to eligibility criteria.
- c) The completed proposal addressed to **The Executive Officer, Chakdaha Municipality, Chakdaha, Nadia**, should be dropped in a sealed envelope superscribed as “EOI for O & M of the MAA AAHAR outlet at Chakdaha Municipality” or “EOI for O & M of the MAA AAHAR outlet at Chakdaha State General Hospital” in the earmarked Box kept at the DAY-NULM Department of Chakdaha Municipality, up to **3.00 PM on FRIDAY, 09.10.2026**. Received applications will be opened on the same day at **4.00 PM** or any time thereafter.
- d) Any incomplete application will be summarily rejected.
- e) Any sort of canvassing is strictly prohibited and will debar the organization/SHG from the selection process.

Notwithstanding anything contained in this Invitation Document, Chakdaha Municipality reserves the right to accept or reject any proposal without assigning any reasons thereof.


**The Executive Officer,
Chakdaha Municipality,
Chakdaha, Nadia**

**TILAK KUMAR GANGULY
EXECUTIVE OFFICER
CHAKDAHA MUNICIPALITY
CHAKDAHA, NADIA**