

OFFICE OF THE NOTIFIED AREA COUNCIL: NIMAPADA

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Ref No. 6782

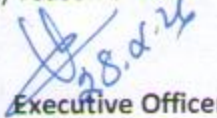
Date. 28-10-26

Expression of Interest (Eoi)

For Operation and Management of a 10 MT Solar-powered Cold Room at Dolabedi Chowk, Nimapada NAC

Notified Area Council, Nimapada invites Expression of Interest in sealed cover from interested Women Self-Help Group (SHG) to be engaged in the operation and management of a 10 MT solar-powered cold room at Dolabedi Chowk, Nimapada Odisha. The sealed Expression of Interest should be submitted to the Executive Officer, Nimapada NAC on or before the 25-11-2026 by 05:00 PM. The Technical Bid will be opened on 26-11-2026 at 11 AM in the Council Hall of the Nimapada NAC. The sealed envelope should be superscripted with "EOI for Operation and Management of a 10 MT Solar-powered Cold Room at Dolabedi Chowk, Nimapada". The detailed terms and conditions of the Expression of Interest is available on the website: <https://www.nimaparanac.in>

Authority reserves the right to accept or reject any or all the EOIs without assigning any reason thereof.


Executive Officer
N.A.C. Nimapada

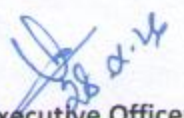
Memo No.

6783

Date:

28-10-26

Copy to Notice Board of Nimapada NAC for wide publicity of advertisement through office notice board and MIS, e-P Nimapada NAC for uploading of the EOI document in the Nimapada NAC website.


Executive Officer
N.A.C. Nimapada

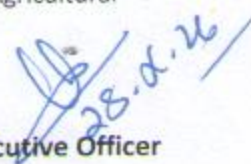
Memo No.

6784

Date:

28-10-26

Copy submitted to CDPO, Nimapada/ BDO, Nimapada/ Tahasildar, Nimapada/ IIC, Nimapada/ Block Agricultural Officer, Nimapada/ BHO, Nimapada for kind information and necessary action.


Executive Officer
N.A.C. Nimapada

Memo No.

6785

Date:

28-10-26

Copy submitted to Chairperson/Vice-Chairperson and all Councilors for kind information and necessary action.


Executive Officer
N.A.C. Nimapada

TERMS AND REFERENCE

For Operation and Management of a 10 MT Solar-powered Cold Room at the Dolabedi Chowk

As a part of Bloomberg Cities Idea Exchange project, a 10 MT solar-powered cold room of 2 chambers (each 5 MT) will be installed at the Dolabedi Chowk, Nimapada. This cold room will help the farmers, small vendors, and street hawkers to store their perishable food commodities, thereby reducing food loss and preventing distress sales. The cold room will be operated and managed by Women Self-help Group (SHG) on a contractual basis. In this connection, "Expression of Interest" is invited from interested SHGs as per the following terms.

1. The last date for submission of the Expression of Interest (EOI) is 25-11-2026 by 5.00 PM and the technical bid will be opened on 26-11-2026 at 11 AM in the council hall of the Nimapada NAC.
2. The interested SHGs may download the EOI documents including formats of Technical Bid from the website <https://www.nimaparanac.in>
3. The EOI will be valid up to the end of 25-11-2026.
4. The authorized representative of the bidding SHG may be present at the time of the opening of the EOI, if they wish to attend.
5. The bids will be evaluated on the basis of criteria such as year of Group Formation, Group Management, Involvement in IGA, Financial Behavior, Group Integrity, Qualification, Skills, Digital Knowledge, Experience in running projects, Experience in running and maintaining infrastructural assets, Experience in marketing activities and Reputation of members by a committee constituted for the purpose and the findings of the committee will be final and binding. The same cannot be challenged at any forum thereafter. The intending bidder will have to submit an undertaking in this regard.
6. The Authority reserves the right to reject the bid quoted by SHG, if not satisfied with the concerned SHGs' credibility and past performance record.
7. No communication shall be entertained over the telephone, Fax, email or in person questioning the decision of the committee.
8. Any dispute that arises over the quality of the service will be verified by the designated officials of Nimapada NAC.
9. There should not be any precondition of advance payment or time limit, whatsoever. The bid submitted will be taken as absolute without any precondition.
10. The SHG will be empaneled for 6 months to operate and manage the cold room. The contract will be extended on the basis of satisfactory services and an evaluation report by the Nimapada NAC.
11. An undertaking in Rs.10/- non-judicial stamp paper stating the following must be attached with the bid:
 - I (name, designation, and group name) will be responsible for operating and managing the 10 MT solar-powered cold room located at the Dolabedi Chowk, Nimapada.
 - Our SHG, (name of the SHG), belongs to ward No. _____
 - All the members of our SHG are following the Panchasutra.
 - (The name of the SHG or member) is not in default on a loan obtained from a bank or a non-bank financial institution (NBFI).
 - If we (name of the SHG), fail to deliver our responsibility or deliverables during

the contract period after selection, we will not be considered for government programs for the next two years.

- We (the name and address of the SHG), have not been blacklisted in any previous assignment.
- If we (name of the SHG) fail to deliver our responsibility or deliverables during the contract period after selection, we will not be considered for government programs for the next two years.
- We (the name and address of the SHG) have not been blacklisted in any previous assignment.
- We will abide by the terms of the contract between the Nimapada NAC and the SHG.

12. Only the qualifying SHG will be considered for the said assignment.

13. Eligibility criteria for SHGs

Sl. No.	Parameter	Criteria
1.	Group Formation	On or before 30-09-2025
2.	Group Management	Strictly adhering to Panchasutra (Regular Meetings, Regular Savings, Regular Internal Lending, Regular Repayment, Regular Record Keeping)
3.	Involvement in IGA	Most Have been previously engaged in Income Generating Activities.
4.	Financial Behaviour	No financial irregularities (such as Loan declared as NPA, Write-off, one-time Settlement of loan etc.
5.	Group Integrity	No record of involvement in any anti-social or criminal Activities.
6.	Qualification	The minimum qualification of any two members of the group should be matriculation or above.
7.	Skills	Any skill certificates from recognized organizations would be preferred.
8.	Digital Knowledge	Most have some experience in using computers and smartphones by any of the SHG members.
9.	Experience (Govt.)	SHGs' working experience with government departments would be preferred.
10.	Experience (Infra.)	SHG's experience in running and maintaining infrastructural assets such as cold rooms, food processing plants, small manufacturing units, etc. would be preferred.
11.	Experience (Marketing)	SHGs' experience in marketing activities such as trade fairs, melas, etc. would be preferred.
12.	Reputation	Should not have been blacklisted by the Notified Area Council, Nimapada at any point in the past

14. Terms of Engagement

- The engagement of SHG is purely on a selection on-merit basis with the objective to improve their livelihood.
- The selected SHG will sign a contract agreement with Nimapada NAC for managing the project as per applicable terms of reference.
- The period of engagement of SHG is for an initial 6 months (renewable as per

performance).

- d) SHG members cannot claim to be employees or permanent staff of the Nimapada NAC or the cold room.
- e) Nimapada NAC can terminate the contract agreement before its expiry if the selected SHG is found to violate the necessary norms binding to them under the said project.

15. Roles and responsibilities of SHG assigned to operate and manage the cold room.

The SHG will be responsible for the day-to-day functioning of the cold room. The work is divided into several packages as follows:

i. Cold Room

- a) Creating cold room awareness by conducting various programs for farmers, small vendors, street hawkers, citizens, and bulk institutions like hostels, hotels, restaurants, NGOs, etc.
- b) Registration of farmers, small vendors, and street hawkers via offline (manual register) and online (mobile App) modes.
- c) Maintaining cold room inventory (accurate records of all transactions) via offline and online modes for the check-in and check-out process.
- d) Ensuring the quality of the cold room commodities during the check-in and check-out process.
- e) Maintaining and monitoring cold room parameters like temperature and humidity.
- f) Ensuring efficient utilization of the cold room.
- g) Periodic cleanliness and maintenance of the cold room.
- h) Periodic reporting of the cold room activities.
- i) Managing the finances of the cold room facility which includes keeping track of income and expenses, managing the cash flow, and preparing financial reports.
- j) Providing good services to farmers, small vendors and street hawkers which involves addressing customers' concerns, providing information about the facility, and getting feedback.
- k) Support in conducting cold room ambassador programs.
- l) Any other duty assigned by the Nimapada NAC from time to time.

ii. Solar PV system

- a) Regular cleaning and maintenance of the solar panels to ensure maximum efficiency.
- b) Monitoring the energy output of the solar PV system to ensure that it is functioning properly and help to identify any issues or faults that need to be addressed.
- c) Following safety guidelines and regulations to ensure that the installed solar PV system doesn't cause any harm to SHG members, customers, and property.
- d) Monitoring the inverter for any issues and ensuring that it is kept clean and free of debris.
- e) Ensuring that the solar panels are not shaded by nearby trees, which can reduce their energy output and carry out necessary pruning of tree branches if required.
- f) Conducting regular inspections and informing qualified technicians to ensure that it is functioning properly and safely.

- g) Periodic reporting of the solar PV system maintenance activities.

III. Other SHG engagements

- a) Facilitate organizing periodical meetings like weekly, monthly, and special meetings when convened.
- b) Facilitate hosting events on dates of National and State significance.
- c) Providing regular capacity-building services to other SHGs to maintain hygiene and other necessary SoPs for better branding of their products.
- d) Listing out names and details of retail customers especially senior citizens and citizens with physical challenges for providing doorstep delivery of essential items.
- e) Establishing a connection with bulk institutions by carrying out necessary survey works.
- f) Streamline supply chain system for consistent supply of commodities to bulk institutions.

16. Support to SHG

A. Technical support

- Regular capacity-building programs/workshops will be provided to the selected SHG. The basic training module includes:
 - Team building and working in groups.
 - Engagements with retail customers.
 - Engagements with bulk consumers like hotels, hostels, hospitals, midday meal institutions, etc.
 - Engagement with small vendors and farmers.
 - Digitalization of cold room operations and documentation.
 - Survey farmers and record them on a database.
 - Record keeping, finance handling and reporting.
 - Avail Government schemes and financial institution support.
 - Entrepreneurship development and self-sustainability.
- Need-based training modules will be designed and delivered to the selected SHG.
- Handholding support for managing the infrastructure and business engagements will also be provided by the technical team.

17. Arbitration

In the event of any dispute, disagreement, or claim arising between the Nimapada NAC and the Self-Help Group (SHG) related to this agreement, the parties agree to resolve such dispute in accordance with the following procedures:

- a) Negotiation: The parties shall first attempt to resolve the dispute through good-faith negotiations. If the parties are unable to resolve the dispute through negotiations within seven (7) days, either party may proceed to the next step.
- b) Mediation: If the parties are unable to resolve the dispute through negotiations, they shall attempt to resolve the dispute through mediation. The mediation shall be conducted in accordance with the rules of the Indian Mediation and Conciliation Centre. If the parties are unable to agree on a mediator, the mediator shall be appointed by the Indian Mediation and Conciliation Centre. If the mediation does not result in a resolution of the dispute within seven (7) days, either party may proceed to the next step.

- c) Final Authority: If the parties are unable to resolve the dispute through negotiation or mediation, the Nimapada NAC shall be the final authority to resolve the dispute. The parties agree that the decision of the Nimapada NAC shall be final and binding on both parties.



Executive Officer
N.A.C. Nimapada