

**Expression of Interest (EOI) for  
Supply of Hot Cooked Food  
to  
School Children under Mid Day Meal Scheme (MDMS)**

**EoI.No.150/MDM/2017 Dt:23/08/2017**

**GOVERNMENT OF ANDHRA PRADESH  
EDUCATION DEPARTMENT**

**COMMISSIONER OF SCHOOL EDUCATION  
ANDHRA PRADESH**



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## 1. INVITING PROPOSALS

Commissioner of School Education, Andhra Pradesh invites Expression of Interest (EOI) from interested and eligible organization viz. NGO/Trust/Societies for supply of hygiene and healthy hot cooked food under Mid-Day Meal Scheme (MDMS) at identified clusters in the districts of Andhra Pradesh (List of proposed cluster kitchens enclosed).

### 1.1. TEXT OF ADVERTISEMENT

**Department of School Education,  
Andhra Pradesh, Amaravathi**

#### **INVITATION FOR EXPRESSION OF INTEREST**

Department of School Education invites sealed Expression of Interest (EOI) from NGO/Trust/Societies for supply of hygiene and healthy hot cooked food under Mid-Day Meal Scheme (MDMS) at identified clusters in the districts of Andhra Pradesh (List of proposed cluster kitchens enclosed).

The EOI Document containing the details of eligibility criteria, submission requirement, and brief objective can be downloaded from the <http://cse.ap.gov.in/MDM/pressReleaseView.do> link.

**Commissioner of School Education, AP, B-Block, Anjaneya Towers, Ibbrahimpatnam, Vijayawada, AP.**

## 2. Instruction to applicants

### 2.1 Background:

The National Programme of Mid-Day Meal in Schools, popularly known as the Mid-Day Meal Scheme (MDMS), is an ongoing Centrally-Sponsored Scheme which covers all school children studying in Classes I- VIII of Government, Government- Aided, Special Training Centres including Madrasas and Maqtabas supported under SSA. The Mid-Day Meal Scheme seeks to improve the nutritional status of school going children of Classes I – VIII, encourage poor children, belonging to disadvantaged sections to Enrol children and encourage them to attend school more regularly so they can concentrate on classroom and other school activities. Further, as a special measure, the scheme also seeks to provide nutritional support to children of elementary stage in drought affected areas during summer vacation.

### 2.2 Objective:

In pursuance of the existing guidelines of Mid Day Meal (MDM), the services of an eminent “supplier” (NGOs/ Trusts / Societies/Companies/SHG federations) is required to provide hygiene, healthy and nutritious food to the school children **by inviting Expression of Interest (EOI) from reputed & qualified “suppliers” for short-listing as a pre-requisite for providing services for supply of hot cooked food under MDM at identified cluster level in the districts.**

### 2.3. List of proposed District wise Cluster Kitchen Sheds

Sl.no	District	Mandals	Schools covered
1	Srikakulam	5	1681
2	Vizianagaram	5	1596
3	Visakhapatnam	9	1908
4	East Godavari	6	1249
5	West Godavari	5	1071
6	Krishna	5	1339
7	Guntur	5	1432

<b>8</b>	<b>Prakasam</b>	<b>5</b>	<b>1344</b>
<b>9</b>	<b>Nellore</b>	<b>5</b>	<b>1463</b>
<b>10</b>	<b>Chittoor</b>	<b>6</b>	<b>3460</b>
<b>11</b>	<b>Kadapa</b>	<b>5</b>	<b>1751</b>
<b>12</b>	<b>Ananthapuram</b>	<b>5</b>	<b>686</b>
<b>13</b>	<b>Kurnool</b>	<b>5</b>	<b>814</b>

#### 2.4. Key events & dates

<b>S.No.</b>	<b>Information</b>	<b>Details</b>
1.	EOI No. Date	23.8.2017
2.	Bid validate period	2 years
3.	Pre-submission meeting date	30.08.2017
4.	Last date (deadline) for submission of proposals	04.9.2017 By 5:00 PM
5.	Opening of proposals	05.09.2017
6.	Technical presentation of the shortlisted applicants	To be intimated later
7.	Contact person for any assistance	Mrs. K. Manjusha, Consultant, Mid-Day Meal Unit  O/o Commissioner of School Education, B-Block, 3 <sup>rd</sup> Floor, Anjaneya Towers, Ibrahimpatnam, Vijayawada  Mobile No: 8897723491 Email ID: <a href="mailto:dse.mdm@gmail.com">dse.mdm@gmail.com</a> <a href="mailto:manjushamanu@gmail.com">manjushamanu@gmail.com</a>
8.	Address for submission of proposals	O/o Commissioner of School Education, B-Block, 3 <sup>rd</sup> Floor, Anjaneya Towers, Ibrahimpatnam, Vijayawada

#### 2.5. Compliant Proposals/Completeness of Response

Applicants are advised to study all instructions, forms, terms, requirements and other information in the documents carefully. Submission of the proposal shall be deemed to have

been done after careful study and examination of the document with full understanding of its implications.

Failure to comply with the requirements of this EOI may render the proposal non-compliant and the proposal may be rejected. Applicants must:

- a) Include all documentation specified in this document
- b) Follow the format of this document and respond to each element in the order as set out in this document
- c) Comply with all requirements as set out within this document.

## **2.6. Submission of response to the EOI**

The proposal need to be submitted as per the formats enclosed in Annexures.

- a) The proposal should comprise all the formats and documents as listed in Annexures.
- b) In preparing the EOI, the applicant is expected to examine this document in detail. Material deficiencies in providing the information requested in the document may result in rejection of the proposal.
- c) The applicants shall bear all costs associated with the preparation and submission of its EOI, and CSE, AP shall not be responsible or liable for those costs, regardless of the conduct or outcome of the selection process. CSE is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to the selection, without thereby incurring any liability to the applicant.
- d) An authorized representative of the applicant shall sign and stamp on each page of original proposal.
- e) If the envelopes and packages with the proposal are not sealed and marked as required, CSE,AP will assume no responsibility for the misplacement, loss, or premature opening of the proposal.
- f) The proposal or its modifications must be sent to the address indicated in the **Key events & dates** section and must be received by CSE,AP no later than the deadline indicated in the **Key events & dates**, or any extension to this deadline. Any proposal or its modification received by CSE,AP after the deadline shall be declared late and rejected, and promptly returned unopened.
- g) An original and a duplicate copy of proposal, together in one envelop titled as **“Response to the EOI for the supply of hot cooked for the school Children under Mid Day Meal Scheme**, should be sent to the address as mentioned in **Key events & dates section**.

## **2.7. Confidentiality**

- a) From the time the EOIs are opened to the time the selection is announced, the applicants should not contact CSE,AP for any matter related to the EOI evaluation. Information relating to the evaluation of EOIs and award recommendations shall not be disclosed to the applicants who submitted the EOIs or to any other party not officially concerned with the process, until the publication of the selection announcement.
- b) Any attempt by the applicant or anyone on behalf of the applicant to influence improperly the CSE,AP in the evaluation of the EOIs and further award decisions may result in the rejection

of its EOI

## **2.8. Late Proposals**

- a) EOIs received after the deadline (including the extended period if any) for any reason whatsoever, shall not be considered for further evaluation and shall be returned unopened.
- b) The EOIs submitted by e-mail shall not be considered. No correspondence will be entertained on this matter.
- c) CSE,AP shall not be responsible for any postal delay or non-receipt/ non-delivery of the proposals. No further correspondence on the subject will be entertained.
- d) CSE,AP reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

## **2.9. Disqualification**

The EOI would be disqualified at any time during the evaluation process at the sole discretion of the CSE,AP for the following reasons:

- a) Submitted the EOI after the response deadline;
- b) Made misleading or false representations or suppressed relevant information in the EOI including documents, forms, statements, attachments, presentations, etc. submitted as proof of the eligibility requirements or as part of the EOI;
- c) Failure to meet any of the eligibility criteria as mentioned in the document.
- d) Failure to provide clarifications, non-responsive and/or substantive responses, when sought;
- e) Blacklisted by the Government of India (“GoI”), State Government or any other Government owned agency including quasi-Government sector organization or company, for corrupt, fraudulent practices or reasons related to non-performance in an engagement until the date of opening of EOI.

## **2.10. Right to Accept Any Proposal and To Reject Any or All Proposals**

CSE, AP reserves the right to accept or reject any EOI, and to annul the evaluation process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected proposal or applicants or any obligation to inform the affected proposal or applicants of the grounds for CSE action.

### **3. Eligibility conditions:**

- a. The NGO/Trust/ Societies should be the Registered under Societies Registration Act XXI of 1860
- b. The NGO/Trust/Societies /SHG federations should have minimum 5 years' experience in the field for which the society is established i.e. social work and non-profitable activities. Preference will be given to those agencies having experience in food supply.
- c. The NGO/Trust/Societies/SHG Federations should furnish Audit reports for last 5 years.
- d. The NGO/Trust/ Societies/SHG Federations should have satisfactorily executed a contract with any organization / Government, for supplying cooked food atleast for 2000 meals per day.
- e. The NGO/Trust/ Societies/SHG Federations should have NOC from Fire Department.
- f. The NGO/Trust/ Societies/SHG Federations should have License under FSS Act, 2006 issued by the Department of Food Safety.
- g. In order to ensure the proven Hazard analysis and critical control point competency, the NGO/Trust/ Societies/SHG Federations should have experience in HACCP (Hazard Analysis Critical Control Point) in the scope of Mid Day Meal, Canteen & catering services during the preceding three years and should possess a valid HACCP Certificate
- h. The NGO/Trust/ Societies/SHG Federations should have valid ISO 9001:2015 & ISO 22000:2005 Certificates issued by CDG certification Ltd.
- i. The NGO/Trust/ Societies/SHG Federations should not be kept in black list either by the purchaser or any State/Central/Quasi Government Department/ Organizations.
- j. The NGO/Trust/ Societies/SHG Federations should give a commitment to supply meals to the cluster of schools on "No-Profit" basis.
- k. The NGO/Trust/ Societies/SHG Federations should give commitment to abide by the MDM Guidelines issued by MHRD from time to time.



1. The NGO/Trust/ Societies/SHG Federations should not discriminate in any manner on the basis of religion, caste and creed and should not use the programme for propagation of any religious practice.

#### 4. **SELECTION PROCEDURE:**

For identification, short listing of supplier will be made by the Selection Committee with the following composition:

Commissioner of School Education	Chairman
Additional Director (MDM)	Member Secretary
Expert, Nutrition and Health	Member
Regional Director of School Education	Member
District Educational Officer	Member
Chief Account Office	Member
Assistant Director (MDM)	Member

- a) An evaluation Committee constituted by the CSE will carry out a detailed evaluation of the proposals received by CSE in order to determine whether submitted proposals are substantially responsive to the requirements set forth in the EOI.
- b) To reach such a determination, Committee will examine the information supplied by the applicants, and shall evaluate the same as per the eligibility criteria specified in this EOI. Inability to submit requisite supporting documents / documentary evidence, may lead to rejection of the proposal. A list of eligible applicants, qualifying the eligibility criteria mentioned in ***ELIGIBILITY CONDITIONS*** section, shall be prepared,
- c) Only the eligible proposals shall be subjected to further technical evaluation by the Committee.
- d) Post eligibility verification, Committee shall evaluate the proposals and award marks, as per the ***EVALUATION AND MARKING CRITERIA***, to all the eligible applicants and a list of shortlisted applications will be prepared.
- e) The decision of the Committee pertaining to the evaluation of proposals shall be final. No correspondence will be entertained outside the process of negotiation / discussion with the Committee.
- f) The Committee may ask for meetings with the applicants to seek clarifications on their proposals.

- g) The Committee reserves the right to reject any or all proposals on the basis of any deviations.
- h) Each of the responses shall be evaluated as per the criteria and requirements specified in this document.

**Selection process:**

The selection process would involve short listing of eligible applicants on the basis of evaluation of submitted documents and the detailed write up of their proposal and location of the existing/ proposed kitchen. The preference will be given to the supplier whose kitchen which is located at centre point of the cluster of schools (within 20 kms radius).

The short listing of the applicants will be followed by a presentation on the date(s) mentioned:

Supplier's, whose EOI proposals are found suitable, shall be called at Directorate and asked to make a presentation for their EOI proposals. The presentation should cover the following points:

- a) Supplier's overall profile.
- b) Supplier's manpower availability for installation of cluster kitchen.
- c) Supplier's work experience in the similar nature jobs or in the field of non-profitable activities, list of projects executed in India, few of which can be discussed in detail.
- d) Understanding of overall scope of work involved and their approach towards successful execution of projects of this nature.
- e) Critical areas identified in the scope, if any and proposed solutions.
- f) Capability and financial abilities to undertake this type and magnitude of work contract.
- g) Codes and standards regularly followed in installation of kitchen and supply of food.
- h) Project planning and execution strategy, with specific emphasis on time schedule

Final selection of EoI proposals shall be made based on submitted documents, presentations and discussions. This assessment will be done considering:

- a) Understanding of scope of work presented during presentations and discussions
- b) Earlier experience of doing such jobs and in successful execution of similar projects, assignments in terms of costs, quality and schedule. The finally selected/empanelled

organizations will be assigned the supply of mid-day meal order as per requirement of Directorate of Education and after signing the MOU/Agreement between the Dept. and the NGOs/Trusts/Societies/Companies.

Proposed kitchens have to be completed in all respects as per the **Terms of Reference** and made operational as per plan submitted with the EOI, within 60 days from the date of letter of intent issued by Directorate of Education to the concerned NGOs/Trusts/Societies/Companies and acceptance given by the NGOs/Trusts/Societies/Companies. After the completion of the kitchen in all respects the kitchen will again be inspected by a team of Officers of Directorate of Education. If minor deficiencies are found by the inspection team, the department may consider to give maximum 15 days time to make the kitchen operational as per the requirement laid down in terms of reference. Further, if within this period, deficiencies are not rectified, then organization shall not be considered and letter of intent issued in favour of the organization shall be withdrawn.

After finalization of selection an 'MoU' will be taken up in between supplier and Govt. as per norms. (Model MoU enclosed).

## **5. PAYMENT BY GOVERNMENT.:-**

- a) **Cooking Cost** -The CSE will reimburse the cooking cost to the supplier @ Rs.4.13 per meal cooking cost per child per school day for primary school children and Rs. 6.18 per meal cooking cost per child per school day for upper primary and high schools children (or as per the instructions/norms of GOI/State Government). Every year the cooking cost will be enhanced @ 7 to 7.5%. Three Eggs will be supplied by Govt. per week per student to the door steps of Clustered Kitchen.
- b) **CCH** – The Honorarium for CCH will be paid @ 1000/- per month. The existing CCHs will be adjusted in Centralized Kitchen and schools as per norms.

### **5.1. Supply of Food grains:**

- Food Grains will be supplied by Govt. on free of cost.
- The supplier shall lift the food grains from MLS points on the basis of Release Order issued by the Civil Supplies Department based on allotted number of children and working days.

## **5.2. Monthly Report/Bill –**

The supplier shall furnish a monthly report to the Commissioner of School Education on lifting and utilization of food grains, number of children covered for onward transmission to the State Government / Central Government. The supplier will also submit the duly verified bills **by 7<sup>th</sup> of the every month**. The District Educational Officer concerned will ensure payment within one week upon receipt of duly verified bills from the supplier as per availability of budget.

## **6. TERMS OF REFERENCE:**

The following are the Terms of Reference for the supplying agency

The meals are to be supplied to the schools during recess time on all school working days subject to provisions of clause 3.

### **6.1 QUALITY & FOOD SAFETY AND TESTING OF MEALS:**

- a) The NGO/Trust/ Societies shall keep the food grains and other materials in hygienic conditions, free of pests, insects, fungus etc.
- b) Drinking water should be tested for its potability as per the schedule decided by the State.
- c) Only packed dals, salt, spices, condiments and oils with AG-MARK/FSSAI quality symbol should be used for cooking mid-day meal.
- d) The NGO/Trust/ Societies/SHG Federations shall ensure that the food articles shall be used in FIFO basis. Shelf life of the food articles needs to be checked from time to time.
- e) The NGO/Trust/ Societies/SHG Federations should ensure that the cooked meal is transported and delivered at the school under the supervision of an authorized person.
- f) The NGO/Trust/ Societies/SHG Federations shall carry out training of workers on health, food safety, hygiene and methods of cooking at regular intervals. CCH is responsible for serving food at the school and has no role at the cluster kitchen.
- g) The NGO/Trust/ Societies/SHG Federations shall also ensure that the workers/helpers working at centralized kitchens are free from any disease particularly contagious diseases. The NGO/Trust/ Societies shall arrange medical check-up of workers/helpers at least once in six months.

- h) The NGO/Trust/ Societies/SHG Federations shall ensure that the workers/ helpers are provided Aprons, Head-gears and gloves during cooking of mid-day meal.
- i) The NGO/Trust/ Societies/SHG Federations shall ensure that the premises should be clean, adequately lighted and ventilated and have sufficient free space for movement. Floors, ceilings and walls must be maintained in a sound condition. The floor and skirted walls should be washed as per requirement with an effective disinfectant. The premises should be kept free from all insects. No spraying should be done during the cooking of Mid-Day Meal, but instead fly swats/flaps should be used to prevent flies getting into the premises. Windows, doors and other openings should be fitted with net or screen, as appropriate to make the premise insect free.
- j) The supply of cooked meal shall contain 12 grams of protein and 450 K. calories for primary school children and 700 K. Calories and 20 grams protein in upper primary and high schools. In case deviation is found more than 5% in the preparation/specification and the supply is otherwise not fit for consumption, the bill of such supply claimed by the supplier shall be deducted proportionately; the testing fee if any shall be borne by supplier for the testing of the sample.a
- k) If the quality of the product is found sub-standard other than explained above as in para 12 (a), the school reserves the right to refuse to take the supply and the school shall have the right to return the whole or part of the cooked meal supplied to school as the occasion may arise. No claim for compensation for such supply from the supplier shall be entertained.
- l) Designated authorities from Department of Health/Food & Drugs/Officers of State government / Head of the school may pick up sample of cooked meal at any time out of the supply being made at the school and get them tested for ascertaining the energy and nutritive value of the food.
- m) The supplier shall get the samples tested from any reputed laboratory/own laboratory regarding requisite calories and proteins contents at its own cost at regular intervals.
- n) The supply order shall be placed by the head of the schools. The number of children for whom cooked meal is required for the next day shall be obtained by the supplier from the Head Teacher / In charge of concerned school. Efforts shall be made by both the Head of concerned school and supplier that the cooked meal is to be received / served in accordance with the attendance of the day.

- o) The supplier shall not entrust/sub contract the MDM supply or divert any part of the assistance (food Grains/money) to any other Organization/ agency.
- p) The meal shall be supplied at the fixed time on every school day. Late supply shall not be accepted. In case the supplier fails to supply the cooked meal on any particular day, the authorities shall have the option to procure the supply from the market and the cost shall be deducted from the bills of the supplier.
- q) The supplier shall be solely responsible for any mishap/causality on account of contaminated cooked meal supplied in the school. In such an event action against the supplier shall be initiated as per the law.
- r) That if, it is found at any stage that the meals supplied by the supplier is found to be adulterated, contaminated or substandard in any manner, in that eventuality, the entire civil and criminal liability arising out of that shall rest entirely on the supplier.

## **6.2. Monitoring**

- a) **By Community** -The members of the School Management Committee, Parent Teacher Association and Panchayat Raj Institution / Urban local bodies shall also have the privilege to supervise the supply of the cooked meal.
- b) **By Technology** -The supplier shall install IP enabled CCTV cameras with appropriate recording backup and maintain them in good working condition at all times. The supplier shall make available the credentials to the bidder to monitor and review with a provision of minimum one week data.
- c) **By Officials** -The designated officers of the State Government shall periodically visit the schools in order to ensure hygiene, quality and quantity of the food being supplied.

State Government shall be at liberty to add / alter any of the condition for supply of cooked meal at any time during the contract period as per the need / requirement for any day.

## **6.3. Centralized kitchen requirements:**

### **a. Plan of the building plinth area: -**

Area of kitchen is minimum plotted area of more than 1500 square yards for 20,000 – 25000 children. This should comprise washing area, Godown, Utensils area, Cooking area, Chopping/washing of vegetables area, Toilets, Gas Bank & Draining area etc.

**b. Kitchen Equipment:**

The organization should install Semi-Automatic kitchen with the following equipment for preparing hygienic food for 20,000 -25000 school children in their own premises.

<b>Sl. No</b>	<b>Equipment</b>	<b>No. of Piece</b>
1	Boiler (5 Tons)	1
2	Steel Cattle	3
3	Steel Trolley	4
4	Steel Hot case Containers	As per requirement
5	Potato peeler	1
6	Fly Catcher	10
7	Heavy Duty Generator	1
8	Commercial LPG Gas/Gas Bank Cylinder with Burner	As per requirement
9	Big Size Containers	15
10	RO System	01
11	Vegetable Cutting Machine	01
12	Grinders	01
15	Fire Protection Cylinders	10
16	First Aid Box	01
17	Rice Cooling Tray	04
18	Fresh Air Fans(Heavy duty)	4
19	Steel chopping Tables	02
20	Delivery Van ( Omini& Tata Ace	As per requirement
21	CC TV Camera(for 8 DVR)	As per requirement
22	Computer Set	01
23	Dalia Fry Machine	01
24	Other necessary kitchen machines	As per requirement

**c. Organization should ensure the following facilities in the kitchen**

1. Adequate area for means of transport to unload raw materials.
2. Storeroom for storage for raw material provided with racks and dunnage for gunny bags with separate section for oil and non food items.
3. Separate area for pre-cooking preparation of vegetables, rice, dal etc. for washing.
4. Rice cooking units with steam cookers and trays to cool rice and cooling facilitated by air blowers.
5. Cooking / frying units with high pressure burners and vapor extraction hood / chimney.
6. Work tables for vegetable processing, potato peelers and food processors or wet grinders for masala making.
7. Trolleys for loading cooked food in containers.
8. Separate utensils/dishwashing unit with sanitizer shall be available away from cooking area, grease traps and filters to be installed in drains.
9. Storage area for containers.
10. Adequate aisle space of about 3 to 4 feet wide for the movement of personnel and material traffic.
11. Adequate Garbage disposal management.
12. Loading station with platform and ramp.
13. Kota or durable stone flooring sloped towards the drains.
14. Wall tiled till 7 feet and the rest white washed with washable emulsion.
15. Ventilation with wire mesh.
16. Exhaust for vapors extraction.
17. Wide drains with removable covers.
18. Water purification system to be installed.
19. In storage area regular fumigation and pest control to be done every three months for protection against rodents.
20. Closed and secure container to be used for transporting food and each container should be such that it can serve one section at a time.
21. Use of LPG to be properly secured through a piping system.
22. Boiler plant / solar water heating system for using hot water for cleaning and cooking.
23. Use of steam cooking concept.
24. Use of gloves and headgear and apron to be compulsory.
25. Use of vegetable cutting machines, dough kneading machines, chapatti making machines and other such equipment to be compulsory.
26. Fire protection measures to be taken to protect against any untoward incident.
27. Adequate water arrangements for cooking, cleaning and heating.
28. Adequate water disposal arrangement for waste water.
29. Oil trap for cleaning wasted oil so that it does not enter the drainage system.
30. Adequate lighting arrangement.
31. Organization shall maintain warehouse/storehouse in the close proximity of the kitchen but not beyond 1/2km from the kitchen.
32. Adequate means such as Secured vans, auto tempo (cycle rickshaw shall be used where auto tempo cannot reach) for transporting the cooked food from kitchen to the concerned school.



33. Toilet Blocks and garbage collection place should be at a suitable distance from the kitchen where the food is to be prepared.
34. First Aid Box.

**d. Land Required in Area:-**

There is 1500 square yard required land for semi-automatic kitchen in the capacity of 20000- 25000 children. This may be owned or leased by the organization which should be centrally located in the cluster area i.e. within the radius of 20 KM

**e. Food Temperature and Time Norm –**

The centralized kitchen is to be located centre point of the cluster of schools (within 20 kms radius), so that the Cooked meal shall be delivered at schools in such a manner that the time between cooking and consumption shall always be less than 4 hours and the temperature of food at the time of serving shall be at or above 65°C.

- f. The supplier shall supply the cooked meal in food grade insulated/stainless steel containers of good quality.
- g. The supplier shall provide the name, address and telephone number(s) of the person / persons who shall be responsible for supply of hygienic, whole some and cooked meal and in case of any negligence in the supply of the cooked meal, the bidder shall be accountable.
- h. The supplier shall supply the cooked meal having 450 K Calories and 12 grams protein for students of classes I-V and 700 K. calories and 20 grams protein for students of classes VI-X. In case of any change in menu, the supplier shall adhere to the revised menu, with the prescribed norms of calories and protein and other micro nutrients and shall also adhere to the revised menu. The supplier has no right to alter of change the menu prescribed by CSE. The recipes to be supplied are as followed: (Details of weekly Menu is enclosed at **Annexure-II**)
- i. The supplier shall adhere to the Weight norms for the per meal cooked food in accordance with the menu finalized by the CSE so as to ensure adequate supply of hot cooked food as per the norms.(Details of weight norms is enclosed at **Annexure-II**)

## **7. APPLICATION PROCEDURE:**

### **7.1 FORMAT FOR SUBMISSION OF EOI APPLICATION:**

The format for submission of EOI application is enclosed as Form– I to Form III.

#### **Procuring & Contracting details:**

- a) The EOI should be accompanied by complete details of the agency / organization, audited financial statement / certificate, evidence of experience (documents to be submitted along with the EoI is enclosed at Form III).
- b) ‘The competent authority’ reserves the right to accept or reject any or all EOIs at any point of time without assigning any reason whatsoever.
- c) The “Supplier(s)” acknowledge that the application submitted in response to this EOI shall constitute an offer to the ‘competent authority’ which shall remain open for acceptance until the contract is awarded by the ‘competent authority’. For the avoidance of doubt, neither this EOI nor any response submitted by the “Supplier(s)” in response to this EOI shall constitute a legally binding agreement unless and until accepted by the ‘competent authority’ in writing in the form of a contract executed between the ‘competent authority ’ and the successful “Supplier”.

#### **d. Documents to submit compulsorily:**

- i. Annual Audit Report along with audited statement of accounts in terms of all grants received from the State Government, donations received both in cash and kind, duly certified by an approved Auditor to the Department.
- ii. Signed commitment to return to the State Government any permanent/semi-permanent assets acquired by the Second Party from the grants received under the MDM Programme, once the bidder ceases to undertake the supply work unless and until the centralized kitchens are constructed solely by the bidder.

## ANNEXURE 1

## LIST OF IDENTIFIED CLUSTERS

## STATEMENT SHOWING DISTRICT WISE PROPOSED CLUSTER KITCHEN SHEDS

SL. NO	NAME OF THE DISTRICT	NO. OF MANDALS COVERED	NAME OF THE MANDAL IN WHICH CENTRALISED KITCHEN TO BE ESTABLISHED	NO. OF SCHOOLS COVERED	NO. OF ENROLLMENT
1	Srikakulam	5	Srikakulam	312	23634
			Narasannapeta	371	23443
			Tekkali	394	24943
			Sompeta	344	34423
			Palakonda	260	22468
2	Vizianagaram	5	Garividi	252	25410
			L.Kota	274	20707
			Parvathipuram	448	27027
			R.B.Puram	363	25119
			Vizianagaram	259	28991
3	Visakhapatnam	9	Chodavaram	313	30781
			K.Kotapadu	166	12061
			Bheemunipatnam	237	19551
			Simhachalam	144	20328
			Pedagantyada	154	16168
			Atchutapuram	157	13904
			Thallapalem	268	25758
			S.Rayavaram	242	27602
			Narsipatnam	227	21321
4	East Godavari	6	Kathipudi	157	19690
			Dosakayalapalli	144	19551
			Chitrada	263	34640
			Katravulapalle	176	23270
			Mandapeta	186	21387
			Ananthavaram	323	20988

5	West Godavari	5	Eluru	210	27799
			Gundugolanu	221	19924
			Undi	243	23064
			Kanuru	205	22238
			Yernagudem	192	24742
6	Krishna	5	Nandigama	209	20964
			Machilipatnam	351	23209
			Gudivada	334	19598
			Vijayawada	187	31726
			Nuzvid	258	20692
7	Guntur	5	Sattanepalli	230	22100
			Bapatla	354	21200
			Guntur	253	23400
			Narsaraopeta	293	27200
			Tenali	302	24600
8	Prakasam	5	Darsi	389	22450
			Chirala	177	15130
			Ongole	305	20763
			Kovur	284	17069
			Markapur	189	18949
9	Nellore	5	Venkatachalam	368	21243
			Naidupet	273	14619
			Venkatagiri	243	12545
			Kavali	325	21734
			Atamakur	254	14532
10	Chittoor	6	Palamaner	226	19762
			Chittoor	1899	26357
			Mulakalacheruvu	145	9267
			Nindra	666	19105
			Punganur	308	22003
			Madanapalle	216	20982

11	Kadap	5	Khajipet	338	19337
			Proddatur	301	27177
			Jammalamadugu	297	20101
			Rajampet	308	23331
			Rayachoti	507	34811
12	Ananthapuramu	5	Penukonda	172	12278
			Kundurpi	114	10688
			Kadiri	218	13055
			Ananthapuramu	85	10815
			Kasapuram	97	11956
13	Kurnool	5	Peddapadu	211	30389
			Nandyal	198	22975
			Yemmignaur	131	27906
			Pattikonda	153	25035
			Dhone	121	19187
<b>Total</b>		<b>71</b>		<b>19794</b>	<b>1541172</b>

**ANNEXURE 2  
WEEKLY MENU**

<b>Sl.No</b>	<b>Day</b>	<b>Item</b>
1	Monday	Eggs and Sambar
2	Tuesday	Vegetables
3	Wednesday	Egg & Sambar
4	Thursday	Dal and Green Gram
5	Friday	Egg & Vegetables
6	Saturday	Dhal and Green Leaves

**Note:** If there are only 3 working days in a week due to holidays, eggs should be served those 3 days.

## WEIGHT NORMS

Sl. No	Items	Primary			Upper Primary		
		Quantity in grams	Energy in Calories	Proteins in grams	Quantity in grams	Energy in Calories	Proteins in grams
1	Food Grains	100	340	8	150	510	14
2	Pulses	20	70	5	30	105	6.6
3	Vegetables	50	25	---	75	37.5	---
4	Oil & Fat	5	45	---	7.5	68	---
5	Eggs	Thrice a week	---	---	Thrice a week	---	---
6	Salt & Condiments	As per need	---	---	As per need	---	---
Total		175 gm	480 calories	13 gm	262.5 gm	720.5 calories	20.6 gm

Note : Banana can not be the substitute for Egg which is a reference protein

**FORM I**

[AGENCY EVINCING INTEREST IN THE ELIGIBILITY CRITERIA SHOULD ALSO ENCLOSE A CERTIFICATE ON LETTER HEAD OF ORGANIZATION AS PER FORMAT GIVEN BELOW:]

EXPRESSION OF INTEREST FOR “SUPPLY OF HOT COOKED FOOD UNDER MID DAY MEAL SACHEME BEING IMPLEMENTED BY MHRD”

CERTIFICATE

I, \_\_\_\_\_, WORKING AS \_\_\_\_\_ IN THIS ORGANIZATION AND IS AUTHORIZED TO ISSUE THIS CERTIFICATE TO CERTIFY THAT:

- (A) WE HAVE GONE THROUGH THE CONTENTS OF ADVERTISEMENT FOR THIS ELIGIBILITY CRITERIA AND FULFILL ALL THE ELIGIBILITY CRITERIA AS PER ELIGIBILITY CRITERIA.
- (B) ALL RELEVANT DOCUMENTS ARE ENCLOSED WITH OUR ELIGIBILITYCRITERIA.
- (C) THE DETAILS AND CONTENTS OF OUR ELIGIBILITY CRITERIA ARE AUTHENTICATED AND BASED ON ACTUAL WORK CARRIED OUT BY OUR AGENCY, AS PER RECORD.
- (D) WE HAVE UNDERSTOOD THAT IN CASE IT IS FOUND THAT OUR AGENCY IS NOT FULFILLING ANY OF THE LAID DOWN CRITERIA, OR RELEVANT DETAILS/SUPPORTING DOCUMENTS ARE NOT FOUND TO BE ENCLOSED, WE WILL NOT BE GIVEN ANY OPPORTUNITY FOR ANY CLARIFICATIONS AND OUR ELIGIBILITY CRITERIA WILL BE EVALUATED BASED ON AVAILABLE DOCUMENTS IN ELIGIBILITYCRITERIA.

SIGNATURE OF AUTHORIZED SIGNATORY

NAME: .....

**DATED:**.....

**DESIGNATION:**

**[PLEASE AFFIX RUBBER STAMP]**



## FORM-II

### FORMAT FOR SUBMISSION OF APPLICATION FOR EXPRESSION OF INTEREST (EOI) FOR ENGAGEMENT OF SUPPLIER FOR SUPPLY OF HOT COOKED FOOD UNDER MID DAY MEAL SCHEME

1. Name of Supplier NGOs/Trusts/Societies/Companies:
2. Headquarter:
3. Address for Correspondence:
4. Date of Registrations (enclose copy of relevant document):
5. Past experience of the firm:-
6. No. of years in having experience in supply of food:
7. No.of vehicles available insulated container
8. No.of employees engaged for cooking and supply
9. Annual Financial strength:
  - 9.1 Annual Turnover for last 5 years
  - 9.2 Audit reports should be enclosed
10. Applied name of the Cluster and District where the NGO desires to establish the kitchen

**(Authorized Signatory)**

### **FORM-III**

#### **DOCUMENTS REQUIRED TO BE SUBMITTED WITH EOI:**

1. EOI application form in prescribed format and complete in all respect.
2. Copy of the registration certificate of the organization Registered under Societies Registration Act XXI of 1860.
3. Copy of Fire Safety Certificate (NOC from Fire Department)
4. The NGO/Trust/ Societies/SHG Federations should furnish Audit reports for last 5 years
5. Copy of HACCP (Hazard Analysis Critical Control Point) Certificate
6. Presentation/Write up of the Project.
7. The NGO/Trust/ Societies/SHG Federations should have minimum 5 years of experience in the similar field
8. The NGO/Trust/ Societies/SHG Federations should have satisfactorily executed a contract with any organization / Government, for supplying cooked food atleast for 2000 meals per day.
9. Copy of the license under FSS Act, 2006 issued by the Department of Food Safety
10. The NGO/Trust/ Societies/SHG Federations should have valid ISO 9001:2015 & ISO 22000:2005. Copy of the certificates issued by CDG certification Ltd.
11. The NGO/Trust/ Societies/SHG Federations should not be kept in black list either by the purchaser or any State/Central/Quasi Government Department/Organizations. Organization should be required to submit an affidavit that the applicant has never been blacklisted by any Government Department.