

**DISTRICT OFFICE, ANGUL**  
**(Social Welfare Section)**  
**MISSION SHAKTI**  
Email : dswoangul@gmail.com

Letter No. 1901 /SW Dated 20.11.2021

Notice for Expression of Interest (EOI) For selection of WSHGs for Supply of School Uniform Students Studying in SSD Schools.

Interested WSHGs/WSHG Federations/PGs of WSHG having willingness, ability and aptitude to Supply of School Uniform Students Studying in SSD Schools are invited to submit their proposal before concerned CDPO in the mentioned below format within 15 (fifteen) days of this advertisement i.e. by 20/11/2021 to 05/12/2021.

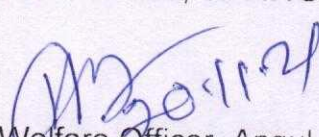
List of SSD Schools and S&ME Schools Block wise (Received from DWO, Angul), detailed eligibility criteria of WSHG selection procedure and application form is available in the Angul District website [www.angul.nic.in](http://www.angul.nic.in) and concern CDPOs office.

The application must reach within the scheduled date and time at the office of concerned CDPO of ICDS project Angul /Athamallik /Banarpal /Chhendipada / Kaniha/ Kishorenagar/ Pallahara and Talcher. Application received after the due date will be rejected.

  
District Social Welfare Officer, Angul

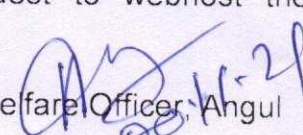
Memo No. 1902 /SW date 20.11.2021

Copy forward to all BDOs and CDPOs for information and necessary action. They should ensure the Notification of Advertisement of EOI at their offices, all AWCs, BLF offices, All GPLF Offices and all GP offices.

  
District Social Welfare Officer, Angul

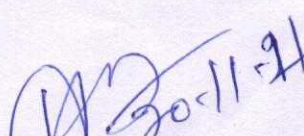
Memo No. 1903 /SW Dated 20.11.2021

Copy to DIO, NIC, Angul for information with a request to webhost the Corrigendum.

  
District Social Welfare Officer, Angul

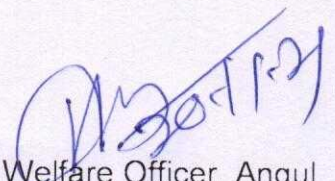
Memo No. 1904 /SW Dated 20.11.2021

Copy to PA ITDA, Angul for information & necessary action.

  
District Social Welfare Officer, Angul

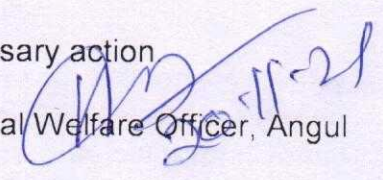
Memo No. 1905 /SW Dated 20.11.2021

Copy to ADM, Angul for Information and Necessary action.

  
District Social Welfare Officer, Angul

Memo No. 1906 /SW Dated 20.11.2021

Copy to Special Officer, Angul for Information and Necessary action

  
District Social Welfare Officer, Angul

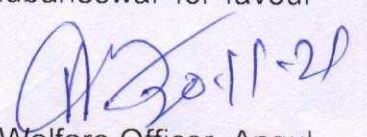
Memo No. 1907 /SW Dated 20.11.2021

Copy to PA to Collector, Angul district for favour of kind information of Collector, Angul.

  
District Social Welfare Officer, Angul


Memo No. 1908 /SW Dated 20.11.2021

Copy to Commissioner-cum-Secretary, Mission Shakti, Bhubaneswar for favour of kind information.

  
District Social Welfare Officer, Angul


Memo No. 1909 /SW Date. 20.11.2021

Copy to DWO, Angul for information and necessary action.

  
District Social Welfare Officer, Angul

Memo No. 1910 /SW Date. 20.11.2021

Copy to DEO, Angul for information and necessary action.

  
District Social Welfare Officer, Angul

1127  
09.11.21



COLLECTOR & DISTRICT MAGISTRATE  
03 NOV 2021  
RECEIVED

GOVERNMENT OF ODISHA

No. 21153 / SSD Dt. 03.11.2021  
STSCD-PRMS-MISC-0005-2021

SPR MS  
[Handwritten signature]

From

Smt. Sujata R. Karthikeyan, IAS  
Commissioner-cum-Secretary,  
Mission Shakti Department

Smt. Ranjana Chopra, IAS  
Principal Secretary,  
ST & SC Dev Department

DSCWO

To

All Collectors

[Handwritten signature]

Sub: Guidelines for selection of SHGs for supply of School Uniforms in SSD Schools

10103  
5-11-21

Madam/ Sir,

Self-Help Groups under Mission Shakti today undertake a wide range of economic activities and generate substantial incomes, enabling financial stability and empowerment of lakhs of women in the State. The ST & SC Development, Minorities & Backward Classes Welfare Department, Odisha is operating 1734 schools with approximately 4.6 lakh ST/SC students (both boarders and day scholars) across the state.

Presently the cost towards two pairs of uniform for students studying in Std 1-VIII is Rs 400 per annum. Students studying in Std IX to XII are provided with 2 pairs of uniforms annually @ Rs 1000 per child. Presently funds towards procurement of 2 pairs of uniforms per student for all the classes are placed with concerned Headmasters who procure them from the local market.

As per the Cabinet decision to make provisioning of Government services & procurement of goods worth Rs.5000 Crore through Mission Shakti SHGs in five years, the ST SC Development Department has collaborated with Mission Shakti to supply the required uniforms.

**Coverage:**

4.6 lakh students studying in 1734 SSD Schools across the state.

## 1. Selection and Engagement of SHGs for Supplying School Uniforms in SSD Schools

### A. Selection of SHG:

- a) SHGs nominated for supplying school uniforms should be of impeccable past record both in terms of activity and financial management.
- b) SHGs fulfilling the following parameters may be considered for selection to supply school uniforms.
  - I. SHGs members preferably should have past experience in stitching dress materials and should have sewing machine / tailoring equipment.
  - II. SHGs should be willing and able to take up this activity with own savings / bank linkage.
  - III. SHGs to have an active bank account with regular monthly savings by its members.
  - IV. SHG to have regular and systematic book keeping relating to Meeting Register and updated Pass Books.

### B. Process of Selection of SHG:

- a) The Block Development Officer and CDPO along with Welfare Extension Officer (WEO) shall give wide publicity and awareness among the SHGs on the proposed activity. Mission Shakti field functionaries will facilitate awareness among the SHGs in coordination with the field functionaries of SSD Department.
- b) The EoI shall be published at the offices of the PA ITDA, DSWO, DWO, DEO, BDOs, CDPOs, BEO, Special Officer (SO) - Micro Project Areas (MPAs), AWCs and BLF office for a period of 15 days. The same shall be shared with the Block Level Federation (BLF) and Gram Panchayat Level Federation (GPLF) for awareness of SHGs & the Federation. The format for Expression of Interest for SHGs is enclosed herewith as **Annexure I**.
  - I. SHGs shall apply in the prescribed form, in the office of the concerned CDPO within the scheduled time.
  - II. Block wise panel of eligible SHGs shall be maintained for uninterrupted supply.
  - III. In case no SHGs is found eligible in a particular area, viable and willing SHGs from within the block may be tagged.

- IV. In case of non-availability of a SHG the concerned Head Master can procure the same from the open market following due procedures with due approval from DWO.

C. **Block Level Selection Committee:** Block Level Selection Committee consisting of following officials shall examine the received Expression of Interest of SHGs. This committee shall be formed constituting the following members.

- I. Block Development Officer (BDO) - Chairperson
- II. Child Development Project Officer (CDPO) - Convener
- III. Welfare Extension Officer (WEO) - Member
- IV. Block Project Coordinator (BPC) & Block Project Manager (BPM), Mission Shakti - Member
- V. 2 Headmasters of SSD schools from the block as nominated by the WEO - Member

#### D. Selection of SHG by the Committee

- I. The committee shall assess school uniform requirement (Boys & Girls for Std I to Class XII)
- II. The Block Level Selection Committee shall scrutinize the proposals of SHGs. If required, the committee may conduct field visit to ascertain the eligibility of SHGs.
- III. Based on the selection criteria (**Annexure-II**) and received proposals from the SHGs, the committee shall select SHGs for supply of school uniforms and share the selected list with the Headmaster.

#### E. Supply Order:

- I. On selection of SHGs, Headmaster shall place supply order with a copy to WEO indicating the name of the SHGs, boys and girls (Class wise) requirement of uniforms to SSD School (Sample format enclosed as **Annexure III**).
- II. SHGs shall submit one sample uniform (boy and girl) to the Headmaster within one week of placement of supply order observing norms as specified in the supply order. The sample uniform will be accounted for in the supply of the last lot.

- III. In consultation with the SHGs concerned, a distribution schedule period shall be worked out (School wise) from the receipt of supply order so that supply of two sets of uniforms will be on time and distributed by 1st week of July.
- IV. Uniforms shall be delivered at the School point with proper receipt of the concerned Headmaster.
- V. Failure to deliver uniform as per the schedule will lead to cancellation of supply order.
- VI. In case there is shortfall of delivery by any SHG against scheduled programme as per the supply order, immediate arrangements to be made for supply through other SHGs from the panel.

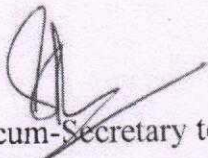
**F. Settlement of Dues:**

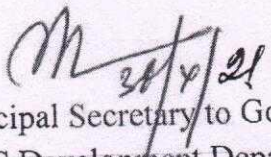
- a) Payment shall be released by the Headmaster to the SHGs only against the claim bills basing on acknowledgment receipt of delivery of school uniform
- b) The SHGs shall submit the acknowledgment Receipt of school uniform to the Headmaster (Receipt and Model Claim bill enclosed as Annexure IV & V respectively).
- c) Dues of the SHGs shall be settled within 15 days on receipt of claims of the SHGs. Only e-payments to be done into the accounts of SHGs for supply of school uniform. In no case, bills shall be pending beyond one month.

**G. Monitoring:**

WEOs and Mission Shakti functionaries shall monitor timely & uninterrupted supply of school uniform as per the schedule and settlement of claims.

Yours faithfully,

  
Commissioner-cum-Secretary to Govt.,  
Department of Mission Shakti

  
Principal Secretary to Govt.,  
ST & SC Development Department

Office of the DSWO

**Model Advertisement for inviting Expression of Interest for Supply of School Uniforms for students studying in schools run by ST & SC Development Department**

No: \_\_\_\_\_

Date: \_\_\_\_\_

Expression of Interest from the interested SHGs / SHG Federations having willingness and aptitude for the activity titled **Supplies of School Uniforms for students studying in schools run by ST & SC Development Department** is invited to submit their proposal before the concerned CDPO in the mentioned below format within 15 (fifteen) days of this notice i.e. by \_\_\_\_\_ towards **Supply of School Uniforms for students studying in schools run by ST & SC Development Department**. SHGs should be from the same GP where they propose to take up the activity.

Signature of the DSWO

Date:

Enclosure: SHG Selection Criteria & Brief activity guidelines

NB: The applicant SHG can get the detailed information on the activity and student strength from the concerned WEO and BPC, Mission Shakti of the concerned block.

Format

EoI for taking up the activity: \_\_\_\_\_

1. Name of the SHG: \_\_\_\_\_
2. SHG Address: Village \_\_\_\_\_ Post Office \_\_\_\_\_  
GP \_\_\_\_\_ Block \_\_\_\_\_,  
District \_\_\_\_\_ PIN \_\_\_\_\_

ICDS Project \_\_\_\_\_

3. Year of Formation: \_\_\_\_\_
4. Name of village/ward where the activity will be taken up: \_\_\_\_\_
5. Whether the SHG is involved in tailoring activity (Yes/ No)-  
(Self-Declaration of the SHG shall be attached)
6. Bank and Branch Name: \_\_\_\_\_
7. Funds available in the Savings Bank Account: \_\_\_\_\_
- (a) Regular Saving (Yes/ No)
- (b) Amount of savings (in Rs.):
- (c) Whether Loan taken (Yes/No), if yes, mention the number of times loan availed
- (d) Mode of loan repayment (Regular/irregular):
- (e) Meeting Register maintained (Yes/No):
- (f) Cash Book maintained (Yes/No):
10. Contact No: \_\_\_\_\_
11. Resolution of the SHG to take up the activity is enclosed (Yes / No):

Name & Signature of the Authorized Person of the SHG  
Date:

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Acknowledgement

Received the Expression of Interest from \_\_\_\_\_ SHG, Village \_\_\_\_\_, on  
date \_\_\_\_\_ for the activity 'Supply of School Uniforms for students studying  
in schools run by ST & SC Development Department'.

Signature of the CDPO / Authorized Signatory

Date:



Recommendation of Block Level Selection Committee on SHGs / SHG Federations for the scheme titled '.....'

Name of the SHG	Name of Block	Name of GP	Name of Village	Date of formation	Bank Name	Branch Name	Bank Account Number	Amount of savings in Rs.	Weather Loan taken (Yes/No)	Mode of loan repayment (Regular/irregular)	Maintaining meeting Register (Yes/No)	Cash Book maintained (Yes/No)	Whether the SHG involved in tailoring activities (Yes / No)
1	2	3	4	5	6	7	8	9	10	11	12	13	14

Welfare Extension  
Officer

Block Project  
Coordinator

Block Project  
Manager

Child Development Project  
Officer

Block Development Officer

Model Supply Order

No. \_\_\_\_\_

Date:

Considering the Expression of Interest received from the SHGs / Federation, the SHG / Federation is placed with order for supply of school uniform as detailed against each @ Rs. \_\_\_\_\_ per uniform. The uniform set for boys studying in Std I-VIII shall be navy blue colour half pant / white half shirt. For girls studying in Std I to V uniform set shall be sky/navy blue colour frock. For girls studying in Std VI to VIII uniform set shall be sky/navy blue kurti and white colour chuddidar and white colour dupatta. The uniform set for boys shall be navy blue colour full pant and white colour half shirt and for girls sky/navy blue kurti and white colour chuddidar and white colour dupatta for Std IX to XII students. The uniform shall be delivered to the concerned Headmaster on proper receipt as per the scheduled period. The SHG shall deliver number of sets of school uniform as detailed at Column No. 9 of the below mentioned table to Headmasters of SSD schools as per the timeline. However, uniform should be supplied as per the measurement of the students (Boys & Girls). The progress of supply of school uniform will be verified by the ICDS / Mission Shakti functionaries. In case the SHG is lagging behind the timeline, alternative arrangement will be made.

Name of SSD School:

Name of Village/ Ward:

Name of GP/ULB :

Sl No.	No of Students in each class		Total	No of girls		Grand Total	No of sets of school uniform to be delivered( @ two sets of uniform per student)	Name of the SHG/ Federation to supply School uniform	Time lime for delivering	Contact no of SHG /Federation	
	No of boys			Class IX to XII	Class IX to XII						
	Class I to VIII	Class IX to XII	Class I to VIII	Class IX to XII							
1	2	3	4	5	6	7	8	9 (8*2)	10	11	12

Class Name	No of Boys	No of Girls	Total students
I			
II			
III			
IV			
V			
VI			
VII			
VIII			
IX			
X			
XI			
XII			

On receipt of order from the Headmaster, the SHG / Federation shall deliver one sample school uniform meant for boys and girls each within one week to the concerned Headmaster on proper receipt to ascertain the quality of uniform. Thereafter the Headmaster shall issue go-head letter to the concerned SHGs subject to verification of one sample pair of uniform. The balance number of uniforms shall be delivered to concerned Headmaster on proper receipt as per the schedule date line.

Signature of the Headmaster & date

Block \_\_\_\_\_

Memo No. \_\_\_\_\_ Date. \_\_\_\_\_ Copy forwarded to the CDPO, \_\_\_\_\_

Headmaster

Memo No. \_\_\_\_\_ Date. \_\_\_\_\_ Copy forwarded to the WEO/ DWO

Headmaster

Annexure-IV

**Acknowledgement Receipt of School Uniform**

Name of the SSD School \_\_\_\_\_ Village: \_\_\_\_\_

Name of the Headmaster: \_\_\_\_\_

Received school uniform from the \_\_\_\_\_ SHG / Federation, \_\_\_\_\_  
as detailed below on dated \_\_\_\_\_.

Item	Number of boys			Number of girls			Grand Total
	Class I to VIII	Class IX to XII	Total	Class I to VIII	Class IX to XII	Total	
No of Students							
No of school uniforms @ 2 sets of uniform per student received							

Class Name	No of Boys	No of Girls	Total students
I			
II			
III			
IV			
V			
VI			
VII			
VIII			
IX			
X			
XI			
XII			

Certified that the above school uniforms are received in good quality and in good condition.

Signature of the SHG / Federation representative  
delivering school uniform

Name of the Headmaster –

Signature of Signature of the Headmaster

Name:

Date:

**Note:** Receipt shall be prepared in 2 copies, original copy to be given to the representative of the SHG / Federation delivering the school uniform and one copy shall be kept in the school.

Annexure-V

Bill on Supply of School Uniform

No. \_\_\_\_\_

Date. \_\_\_\_\_

- 1) Name of the SHG / Federation:
- 2) Address along with contact number:
- 3) Order No:    Date:  
    Order quantity in sets:    (Girls) & (Boys)
- 4) Statement of supplied quantity

Sl No	Name of the SSD School	Quantity of school uniform supplied (Number of Sets)				Total	Grand Total @ 2 sets of uniform per student	Date of supply
		Boys		Girls				
		Class I - VIII	Class IX- XII	Class I - VIII	Class IX- XII			
(a)	(b)	(c)	(d)	(e)	(f)	(g) = (c) + (d) + (e) + (f)	(h) = (g) x 2	(i)

(Copy of the delivery receipts are enclosed)

- 5) Cost of uniform for Class I to VIII @Rs. \_\_\_\_\_/- per set:
- 6) Cost of uniform for class IX to XII @ Rs \_\_\_\_\_/ per set.
- 7) SHG / Federation Bank details:
  - i. Saving Bank Account Number:
  - ii. Bank Name:
  - iii. Branch Name:
  - iv. IFS Code:

Signature of SHG/ Federation representative

Name:

Date:

**Note:** Original copy along with delivery receipts to be submitted at the office of the Head master on proper receipt and duplicate copy along with delivery receipts to be retained for future reference.

Acknowledgement

Received the Bill bearing no \_\_\_\_\_ dated. \_\_\_\_\_, amounting to Rs \_\_\_\_\_ on  
supply of school uniform from \_\_\_\_\_ SHG / Federation on dated \_\_\_\_\_.

Name of the Head master along with seal and Signature



**Hostel running under SSD Department Schools of Angul District**

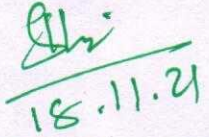
Sl No	Block*	Name of the Institution*	Contact Person Name*	Mobile Number*	No of Boarders admitted in the year 2021-22
1	ANGUL	BAGHAMUNDA ASHRAM SCHOOL	Satrughana Kanhar	9583977593	85
2	ANGUL	CHHOTKEI UP SEVASHRAM SCHOOL	Jiten Kumar Sahoo	9556190450	109
3	ANGUL	MAJHIPADA SEVASHARM	Pramod Kumar Nayak	9438137277	25
4	ATHAMALLIK	AMBASARMUNDA SEVASHARM	Akshya Kumar Pradhan	9938181198	90
5	ATHAMALLIK	RAINALI ASHRAM SCHOOL	Rasmita Singh	7894647220	100
6	BANARPAL	BANARPAL SEVASHARM	Smt. Purnima Patra	8763013397	86
7	BANARPAL	TENTOLEI ASHRAM SCHOOL	Smt. Snehalata Behera	9937028710	110
8	KANIHA	DERANGA SEVASHARM	Satrughana Samal	9583662637	33
9	KANIHA	GOVT. HIGH SCHOOL DERANG	Managobinda Rana	9178504022	77
10	KANIHA	KALIADAMA ASHRAM SCHOOL	Basanta Kumar Biswal	7894006618	310
11	KANIHA	PALASABAHALI ASHRAM SCHOOL	Anadi Charan Nayak	9556824884	371
12	KISHORENAGAR	BADIBAHAL SEVASHARM	Narottam Behera	9556593663	100
13	KISHORENAGAR	DANGAPAL SEVASHARM	Panchanana Bhoi	8456989927	85
14	KISHORENAGAR	GOVT. HIGH SCHOOL, PHULAMBA	Santosh Kumar Sahoo	7381713567	252
15	KISHORENAGAR	KUSUNI ASHRAM SCHOOL	Karna Sahu	9437664718	77
16	PALLAHARA	ALLORI ASHRAM SCHOOL	Ganeswar Sahoo	9439352348	100
17	PALLAHARA	BANDHABHUIN GOVT. GIRLS HIGH SCHOOL	Debajani Pradhan	9337280397	489
18	PALLAHARA	DEBAHALI SEVASHARM	Prasanna Kumar Pradhan	9938519807	100
19	PALLAHARA	JAMARADIHA ASHRAM SCHOOL	Bikram Kumar Naik	9439750685	361
20	PALLAHARA	KAMPARKALA ASHRAM SCHOOL	Sahadev Behera	8249709737	100
21	PALLAHARA	KARADAPAL ASHRAM SCHOOL	Rajendra Prasad Sahoo	9437731879	100
22	PALLAHARA	KURUMULA SEVASHARM	Nanda Kumar Behera	8658317470	89
23	PALLAHARA	MALYAGIRI GOVT. HIGH SCHOOL	Padmalochana Sahoo	9438481025	275
24	PALLAHARA	NAIKANIPALI ASHRAM SCHOOL	Manoranjan Bhoi	9178321846	365
25	PALLAHARA	NAMAGOAN SEVASHARM	Nanda Kishore Behera	9178380911	98
26	PALLAHARA	SIBIDA EDUCATION COMPLEX	Benudhara Dehury	7735848780	250
27	TALCHER	KANDHABERENI ASHRAM SCHOOL	Kedar Chandra Pattanaik	7381102722	91

*Signature*  
18.11.21

**District Welfare Officer  
- Angul**

### Hostels running under S&ME Department Schools of Angul District

Sl. No.	Name of the Block	Name of the School	Name of the Headmaster	Contact Number	No of Boarders admitted in the year 2021-22
1	Angul	Govt. UP School, Purunagarh	Sunil Kumar Das	9938373415	129
2	Angul	Nilakantheswar High School, Tikarapada	Bijay Kumar Pradhan	9438702405	0
3	Angul	Purunakote Upper Primery School	Pabitra Kumar Rout	9437338728	87
4	Athamallik	Aida High School, Aida	Manoj Kumar Mishra	9437425564	92
5	Athamallik	Ambasaramunda High School	Malay Kumar Sahoo	9778722567	142
6	Athamallik	Kanakai Uchha Vidyapitha, Pedipathar	Biswanath Sahu	8018820291	100
7	Athamallik	Mahendra High School, Athamallik	Debaraj Nayak	9937497990	51
8	Athamallik	Panchayat Raj Nodal High School, Sanahulla	Biswanath Pradhan	9556633625	98
9	Athamallik	Radhamadhab Nodal High School, Paiksahi	Sukadev Sahoo	9938685950	159
10	Chhendipada	Bagedia High School	Gopal Chandra Singh	7751081401	86
11	Chhendipada	Baneswar High School, Khamar	Bira Kishore Nath	9777057810	107
12	Chhendipada	Panchayat Nodal High School, Balipata	Prafulla Kumar Biswal	9777017094	90
13	Kishorenagar	Panchayatiraj High School, Angapada	Trailokya Kumar Pradhan	9937877378	58
14	Kishorenagar	Raniakata Adivasi High School	Bijayini Sahoo	9337108943	100
15	Kishorenagar	Urukula GPRK High school, Parshumal	Sudhakar Pradhan	9439412655	63
16	Pallahara	Mahatab High School, Pallahara	Tankadhar Pradhan	9438309997	176
17	Pallahara	Batisuan UP School	Biswanath Sahu	9777254736	89
18	Pallahara	Chasagurujang Primery School	Trenij Kumar Sahoo	9439817795	88

  
 18.11.21  
 District Welfare Officer  
 Angul