

**DIRECTORATE OF AGRICULTURE & FOOD PRODUCTION, ODISHA,
BHUBANESWAR**

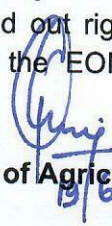
Letter No.DAFP-SPIII-MISC-0002-2024 21721

/Agril.,Date: 19.06.2024

**Expression of Interest (Eol) for engagement of Facilitating Agency at Cluster Level
under Crop Diversification Programme in Mega Lift Irrigation Projects(CDP-MLIP)
2024-25 of Govt. of Odisha**

Expression of Interest is invited by the Director of Agriculture & Food Production, Odisha, Bhubaneswar from the experienced and interested organizations for engagement as Facilitating Agencies for newly allotted clusters of Angul, Bargarh, Jajpur, Jharsuguda, Kalahandi, Malkangiri, Mayurbhanj, Nabarangpur, Sambalpur, Subarnapur, Koraput and Keonjhardistricts under Crop Diversification Programme in Mega Lift Irrigation Projects (CDP-MLIP) 2024-25. Interested organizations/agencies are requested to submit the Eol in sealed envelope super scribed as **Application for engagement as Facilitating Agency under Crop Diversification Programme in Mega Lift Irrigation Project of-----** --- **district** as per enclosed application format by registered/Speed post. Proposals in E-Mail would not be entertained in this regard. The EOI should be addressed to the Office of the Chief District Agriculture Officer (**District Name**) from the above mentioned districts. Last date for receipt of Eol is **6th July 2024 up to 1:00 PM** and the same shall be opened on the same day at 3.30PM in presence of authorized signatory and representatives. The application form and detail terms & conditions are available in the official website of www.agrisnetodisha.ori.nic.in & www.agriodisga.gov.in.

The authority shall not be responsible for any sort of postal delay and the Eol received beyond scheduled date and time shall not be entertained and out right to be rejected. The authority reserves the right to cancel/reject any or all the EOI without assigning any reason thereof.


Director of Agriculture &
Food Production, Odisha



Expression of Interest (Eoi) for engagement of facilitating agency at Cluster level for implementation of Crop Diversification Programme in Mega lift Irrigation Projects, 2024-25.

Introduction:-

Department of Agriculture and Farmers Empowerment (DA&FE), Government of Odisha is implementing a flagship programme Crop Diversification Programme in Mega Lift Irrigation Projects in 23 districts of the State during the FY 2024-25. Crop Diversification is one of the focus areas of the State. The main objective of the programme is to diversify upland and medium land paddy areas to non-paddy crops under the ayacut of mega lift irrigation projects. Directorate of Agriculture & Food Production (DA&FP), Department of Agriculture and Farmers Empowerment (DA&FE), Govt. of Odisha intends to implement the program in Angul, Bargarh, Bolangir, Boudh, Cuttack, Deogarh, Dhenkanal, Gajapati, Ganjam, Jajpur, Jharsuguda, Kendrapara, Rayagada, Sambalpur, Sonapur, Sundargarh, Kalahandi, Mayurbhanj, Nabarangpur, Nuapada, Koraput, Keonjhar and Malkangiri district during Kharif 2024 with the following objectives:

- ✓ Diversification from paddy to non-paddy crops with focus on pulses & Oil seeds and Horticultural crops in upland/medium land in Kharif.
- ✓ Improving soil health through promotion of crops with heavy biomass and less chemical input requirement.
- ✓ Integration with livestock and fisheries.
- ✓ Cluster based promotion of post-harvest, primary processing, value addition marketing through CBOs like FPOS/WSHGS/PPs and agri-entrepreneur for higher income.
- ✓ To create awareness, capacity building and community mobilization of farmers on sustainability of cropping pattern and diet diversification.
- ✓ Inclusion of produce of non-paddy crops in different Government schemes such as ICDS, MDM, PDS and ST SC Welfare hostels.

Roles and Responsibilities of Facilitating Agency (FA)

Any active organization/Agency/Local NGO working inside the district preferably from blocks where CDP will be carried out will be selected as Facilitating Agency for implementation of the programme. Facilitating Agencies (FAs) shall have the following roles and responsibilities for smooth implementation of the programme:

- ✓ FA will facilitate identified CBOs at Cluster level and would support CBOs in preparation and submission of yearly plans, relevant reports, estimates, book keeping, technical support, capacity building etc.
- ✓ FA will regularly monitor the work of CBOs. He will be responsible for delivery of outputs of CBOs.

- ✓ FA will be responsible for submission of all the reports and documents related to CBOs (Estimates, Utilization certificates etc.) as requested by CDAO/DPMU from time to time.
- ✓ FA will enter into agreement/ MOU/ MoA with the Professional Agency, CBO & CDAO at the district level. The MoU/MoA with the FA may be renewed under this programme on satisfactory performance of the FA.
- ✓ FA will facilitate the Professional Agency for formation and strengthening of FPO.
- ✓ FA will create the awareness; organize Capacity Building & training for the farmers on Crop Diversification under the supervision of the concerned authorities & field staffs.
- ✓ FA will facilitate the field staff in beneficiary selection under his cluster. Block level officials of line departments shall support and monitor the FAs in the implementation.
- ✓ The FA will perform any other work as assigned by the higher authority and as per the operational guideline of CDP MLIP program.

Scale and duration:

The project will be implemented in 23 districts for the financial year 2024-25. Details of clusters under CDP-MLIP for 2024-25 in which FAs to be selected are mentioned below:

SL. NO.	Name of the District	No of New Clusters allotted	No of FA to be selected
1	Anugul	1	1
2	Bargarh	7	7
3	Jajpur	2	2
4	Jharsuguda	1	1
5	Kalahandi	6	6
6	Malkangiri	3	3
7	Mayurbhanj	5	5
8	Nabarangpur	2	2
9	Sambalpur	1	1
10	Subarnapur	7	7
11	Koraput	1	1
12.	Keonjhar	3	3

Eligibility Criteria:

- Any active organization/Agency/Local NGO working inside the district preferably from blocks where CDP will be carried out will be selected as facilitating agency for implementation of the programme.
- The members of FA must be literate, can read and write Odia and have a basic understanding of mathematical calculations.
- The FA should not be a defaulter of any bank loan.
- The FA should arrange infrastructure such as land, building, electricity, water supply and working capital.
- The FA must be willing to agree to the terms led down and signed in the agreement.

The Mandatory criteria to be selected as FA are as follows:-

1. Should be legally registered under Society/Trust/ Company act.
2. Should provide a self-attested copy of registration, PAN card.
3. Should not have been blacklisted by Government of India, Government of Odisha, other government agencies and any Indian or international donor and Provide a self-declaration by the authorized representative to this effect.
4. Should have a minimum of 3years of work experience in the proposed blocks on Rain fed Agriculture production systems. Such experience may include crop Diversification, soil and water conservation, climate resilient cropping system, Horticulture, agro-forestry, livestock husbandry, capacity building of Community based organizations /farmer producers' organizations, promotion of value addition, processing and marketing of Agri and allied commodities.
5. The FA should have the experience in Capacity Building/ Training and implementation of agriculture-based livelihood programme.
6. Should have last 3 years' audited Balance Sheet and Financial Reports submitted to the concerned regulatory authorities.
7. The chief functionary of the institution should not be a formal member of any Political party and furnish an undertaking to this effect.
8. Should not have more than one-third of the Governing Body members related to each other and no staff members related to each other should be supervising each other.
9. Must have worked with any of the government program related to agriculture, RM, water management, farmer's organization in a substantial way.
10. One Organization / agency is eligible for applying for one cluster only.

The format of Eol is given in **Annexure-A** and Organizations need to apply in the specified format only. Copies of the following documents need to be submitted along with the Eol form:

- Registration certificate of NGO
- Audited statement of accounts for 2021-22 , 2022-2023& 2023-24
- Annual Report 2021-22 , 2022-2023 & 2023-24
- Fixed asset position including its present value and location.
- Profile of professional staff of the organization.
- MoU/ agreement/ any documentary evidence of working for Govt. or special projects or Govt. undertakings for implementing drought resilient agriculture activities of last three years only.
- Address of head and field offices.

Process of Selection:

Stage1: Short listing of at least three applications from the received applications after desk assessment by screening committee.

Stage2: Presentations by shortlisted organizations before "District Committee under Chairmanship of Collector & District Magistrate or appointed representative". This will be followed by a field visit by members of selection committee.

Stage 3: One Organization per cluster will be selected as Facilitation Agency (FA) by the committee through presentation and field visit. Selected FA will be approved by the Collector & District Magistrate.

Stage 4: Organization selected as Facilitating Agency will submit all relevant documents for verification.

Stage5: After completion of selection of FA, MOU will be signed between CDAO, Professional Agency and selected FA.

The Eol should come in sealed envelope super-scribed as **"APPLICATION FOR ENGAGEMENT OF CLUSTER LEVEL FACILITATING AGENCY UNDER CROP DIVERSIFICATION PROGRAMME IN MEGA LIFT IRRIGATION PROJECT OF----- DISTRICT"** as per the enclosed application format by registered /speed post to the below mentioned address.

To,
The Chief District Agriculture Officer,
District-----

Annexure-A

Expression of interest for engagement of facilitating agency at Cluster level for implementation of Crop diversification programme under Mega lift irrigation projects

Details of the Organization:

1. Introduction

- a. Name of the Organization
- b. Acronym of the Organization, if any-
- c. Address of the Organization
 - i. Mailing/Correspondence Office:
 - ii. Visiting Office:
- d. Contact Person
 - i. Name-
 - ii. Designation/Title-
 - iii. Telephone No-
 - iv. Landline-
 - v. Mobile-
 - vi. E-Mail –
 - vii. Address if different from (c)

2. Identity/Legal Status

- a. Is the Organization Registered -Yes No
- b. If yes –
 - Under Society Act
 - Under Trust Act
 - Under Company Act (Section 25)

If Any Other, Please Specify

- c. Year of Registration-
- d. Since how long it is operation (No of Years) –
- e. Operational area of the Organization
(Please indicate the number)

State(s)-

District(s)-

Block(s) –

Village(s) –

- f. Whether Organization is registered under FCRA – Yes No
- g. Whether it is registered under income tax – Yes No

3. Management/Administration:

- a. Briefly mention administration setup below chief executive (Flow Chart)
- b. Are roles and responsibility of staff clearly defined - Yes No
- c. Are staffs used with letters of appointment/Contract – Yes No

4. Financial Management:

- a. Whether accounts are audited by external auditor – Yes No
- b. Do you have system of internal control? Yes No
- c. If yes, specify
- d. What financial statements are prepared at Organization:
 Balance Sheet Receipt/ Payment
 Income / Expenditure
 Others (Please Specify)

Financial particulars of the agency:

Financial Year	Turnover from professional services	Turnover from other activities	Total Turnover	Income tax return field (Yes/ No)
2021-2022				
2022-2023				
2023-2024				

*Attach copies of receipt and payment, income and expenditure and balance sheet for these three years

**Please attach last three assessment years income tax return receipt. (Please attach xerox copies of PIN and TIN certificate).

*** Please attach last GST details (Copy of GST certificate to be enclosed)

Audited Balance Sheet of the agency:

Financial Year	Audit of balance Sheet (Yes/No)	Remarks
2021-2022		
2022- 2023		
2023 - 2024		

5. Personnel /Staff (Current Status)

a. Total numbers of staff-

b. No of technical/ Professional staff (M/F) Please specify –

Details of Technical /Professional staff

Name	Position	Engaged Since (Year)	Qualification

6. Work Experience

a. Was the organization blacklisted anytime? If yes provide the details

b. Experience in working with Community Based Organization (CBOs) in proposed block

i. Has the organization promoted any CBO in the past? Yes No

ii. If yes specify below

GP Name	Block	Type of CBO/FPO	Nos	Year of Engagement with CBO	Activity/Business carried out	Coverage (No of HHs)	Annual Business Turnover of CBO/FPO in Rs Lakh

c. Has the organization promoted any CBO in the past? Yes No

d. Please share your organization experience on Agriculture & allied activities in the Block for last 5 Years.

Activity	GP	Block	Crop	Year	Donor/Client	Area Coverage in Ha.	Coverage of HHs (in Nos)
