



GOVERNMENT OF ODISHA

EXPRESSION OF INTEREST (EOI) FOR SELECTION OF DISTRICT LEVEL FACILITATION AGENCY FOR “COMPREHENSIVE PROJECT ON RICE FALLOW MANAGEMENT” (CPRFM) DURING RABI 2023-24

By

Chief District Agriculture Officer (CDAO), Kendrapara

**Address ... At- Town Balarampur,
Near Kendrapara Panchayat Samiti office
Post- Head post Office, Kendrapara
Pin- 754211
Tel- 06727-299995
E-Mail – ddaken.dag@nic.in**

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Department of Agriculture & Farmers' Empowerment (DA&FE), Govt. of Odisha has decided to implement "Comprehensive Project on Rice Fallow Management (CPRFM) in the district of Kendrapara in an area of 12000 Ha during Rabi 2023-24. As against 85258 ha of rice fallow area identified the demonstration programme would be undertaken in 12000 ha in all the 9 blocks of the district.

The Chief District Agriculture officer, Kendrapara invites an Expression of Interest (EOI) for interested organizations (NGO / WSHG / Cooperative Federation) from **Kendrapara district** having similar work experience in agricultural activities, so that one agency will be selected for undertaking the execution, monitoring & management of CPRFM programme in the district. Interested agencies/organizations shall send their documents in hard copy to the office address of CDAO, Kendrapara through Registered post/speed post/courier/by hand on or before **...23.11.2023...** within 5.30 pm. The hard copies of the documents will be sent in sealed cover with the EOI application. The envelop containing the bid documents should be super subscribed as "EOI for Comprehensive project on Rice fallow management during Rabi-2023-24 for Kendrapara district "

The documents relating to the EOI is available in **Kendrapara.nic.in**

SCHEDULE FOR EOI

Sl. No.	Particulars	Schedule
1	EOI REFERENCE No.	
2	DATE OF AVAILABILITY OF EOI DOCUMENT IN NIC SITE	09.11.2023
3	LAST DATE AND TIME FOR SUBMISSION OF PROPOSAL	23.11.2023 at 5.30 P.M
4	TIME AND DATE OF OPENING OF TECHNICALPROPOSAL	24.11.2023
5	PLACE OF OPENING OF PROPOSAL	Office Chamber of CDAO, Kendrapara
6	COST OF TENDER PROCESSING FEE (NON-REFUNDABLE)	- Nil -
7	EMD deposit	- Nil-
8	ADDRESS FOR COMMUNICATION	Chief District Agriculture officer, Kendrapara At:- Townbalrampur, Po- Kendrapara Dist.- Kendrapara, Pin-754211 Email ID – ddaken.dag@nic.in Name of the officer in charge with contact details: Sri Manoranjan Roul, DPD,ATMA, Mobile:- 9348281340 , 9437214759

Minimum eligibility criteria for selection of the Facilitating agency:

- The organization/agency must be a legal entity i.e registered as NGO/ WSHG / Cooperative Federation / Federation Trust/Company/Private limited company. The registration certificate copy must be attached for this purpose.
- The organization/ agency must have minimum **5 years** of experience as on the date of publication of the EOI.
- The agency must have minimum annual turnover of **Rs 50,00,000 lakhs** in each year during the FY-2020-21, 2021-22, 2022-23.(Audited statement of accounts of respective years to be submitted)
- The agency must have obtained GST registration certificate & GST clearance certificate (GSTR-3B) up to march-2023.
- The agency must have obtained PAN number and must have filled ITR in last three preceding years (FY-2020-21, 2021-22, 2022-23)
- The agency must not be debarred/ black listed by any GOI or state Govt organizations/central public sector enterprises/external donors for service of any description.(Affidavit by the authorized signatory to be submitted).
- The agency must have implemented/undertaken **at least one projects** in the field of agriculture in the district.
- The agency/organization must have qualified personnel in the state and district level and should include their CVs in the proposal.
- The agency must be registered in the Govt. of Odisha
- Operating in the district as an organization will also be considered as eligibility
- Preference will be given to the agency /organization operating FPO's in the district as CBBO/CBO and having experience in procurement.

TECHNICAL PROPOSAL FORM

A.1	Name of the Agency		
A.2	Acronym of the Organization (if Any)		
A.3	Address for Correspondence	Mailing Address	
		Office Address (if different from mailing address)	
A.4	Contact Details	Name of the Contact Person	
		Designation	
		Landline Telephone No	
		Mobile No	
		Email id	
		WhatsApp No	
		Address for Correspondence (if different from A.3 above)	
A.5	Legal Status	1. Is the Agency Registered?	
		Yes / No	
		If Yes, under which Act? (Copy of the registration Certificate to be submitted)	Society Act / Trust Act / Company Act (Section 25) / Pvt Ltd company
		2. Date of Registration	
A.6		3. Geographic Presence of the organization	No of States in India: No of districts in Odisha: No of the blocks within the district under consideration _____
		4. Indicate if the agency has been debarred / blacklisted by any Govt. organizations / Central Public Sector Enterprises (CPSEs) / External Donor organizations. Yes/No. affidavit is to be submitted by the authorized person of the organization.	

Vision of the Organization (Not more than three sentences)			
	Core Competencies (Bullet Points)		
	Thematic areas of intervention (Bullet Points)		
Financial Management	Year wise Turnover in the preceding three years. Attach copies of audited statement of accounts.	Financial year	Turnover (lakh Rupees)
		2020-21	
		2021-22	
		2022-23	
	Total		
Whether income tax return filled in three preceding years Attach copies of ITR	Yes /No		

- The agency need to provide documented proof of
 - Audit report
 - GST clearance up to march 2023
 - Certificate of registration /incorporation
 - Work orders of relevant projects in the state
 - Orders for operating on CCBO/CBO for formation & Strengthening of FPO's
 - Order for taking up procurement of Cereals /pulses/oil seeds / Millet

Selection procedure:

A committee formed by the CDAO shall scrutinize the documents submitted by the agency/organization and will evaluate by considering the following technical criteria.

Additional criteria

SL No	Criteria		Assigned marks
1	Legal entity (10 marks)	Of 5 years of experience	5
2		Of 5-8 years of experience	8
3		Of more than 8 years experience	10
4	Annual turnover per year for last three years i.e 2020-21, 2021-22 & 2022-23 (15marks)	Minimum annual turnover of 1 crores	10
5		Annual Turnover of 1 to 2 crores	15
6	Team composition (10 marks)	Team leader: must have minimum qualification of Science graduate and having more than 10 years of relevant experience and must have lead the team in at least 3 agricultural projects.	5
7		District coordinator: must have minimum qualification of MSc /BSc(Agriculture) and having more than 10 years of relevant experience and must have worked in at least 1 agricultural projects.	5
8	Projects undertaken in agricultural allied activities (15 marks)	Must have Undertaken 3-5 relevant assignments in the district	10
9		Must have Undertaken at least 5-10 relevant assignments in the district	15
10	Operating in Formation & Strengthening of FPO's (10 marks)	1 FPO	5
		>3 FPO's	10
11	Experience in procurement of pulses/oil seeds in the district by the FPO's (10 Marks)	Year of Experience	10
12	Paper presentation (10 marks)	Description of methodology & work plan for implementation of the programme	10
13	Power point presentation (20 marks)	Power point presentation in prescribed template (details to be communicated to the bidders who scores minimum qualifying marks)	20

The agency/organization scoring minimum 60 marks out of 80 marks shall be called for a power point presentation before the selection committee.

Evaluation of power point presentation:

The power point presentation will have 2 parts. The 1st part will cover the organization profile, technical personnel's, scope of work and relevant experience & shall carry 10 marks. The 2nd part will cover approach & methodology and work plan of the programme which will carry 10 marks.

The agency/organization scoring the highest marks out of 100 marks (technical score + power point presentation score) will be selected as the facilitating agency for the programme.

Terms of Reference

- The agency/organization selected would immediately engage field associates in each block. Each field assistant will monitor at least 800-1000 ha of demonstration area. The field assistant should be qualified and having knowledge of data entry, report preparation. He or she should have a fair idea of the local conditions & agricultural operations of that area.
- The agency/organization through his field staff & in consultation with the field functionaries of district level agriculture officers should identify the area where the demonstration programme will be taken up. The minimum patches of each crop shall be 10 ha or more.
- The agency/organization shall facilitate and ensure the inputs received by the department to reach at the farmers in village level. Also they will ensure timely distribution of the inputs to farmers in consultation with the field functionaries of the agriculture department.

- The agency/organization will take up training programme for the farmers on the production process by the experts in presence of the field functionaries of agril deptt. The experts will take steps for identification and advice on pest issues if arises and motivate the farmers to take up remedial measures.
- The agency/organization will take up crop-cutting experiments in at least 10 plots in each crop in each block. The plots will be randomly selected by the department.
- At the end of the season i.e after harvesting the agency/organization shall facilitate the marketing of the produces.

Payment milestones:

As per the guideline of “Comprehensive Project on Rice Fallow Management (CPRFM) -2023-24 issued by Department of Agriculture & Farmers’ Empowerment (DA&FE), Govt. of Odisha

Format of Curriculum Vitae (CV)

- 1. Proposed Position:**
- 2. Name of Staff :**
- 3. Date of Birth :**
- 4. Year of Experience:**
- 5. Year of experience in government projects/engagements:**
- 6. Nationality :**
- 7. Education :**
- 8. Name of the institutes:**
- 9. Membership in Professional Associations:**
- 10. Countries of Work Experience: India**
- 11. Ability to read, write and speak Odia**

Language	Reading	Speaking	Writing
Odia			

12. Trainings undergone

Sl no	Name of the Training modules	No of training days	Institutes/ organization
1			
2			
3			
4			

13. Employment Record: starting from present position, list in reverse order

Duration (Month/year)	Employer Name	Position Held	Brief Description

14. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

Name of the project	
Year	
Location	
Name of the client	
Project features	
Position held	
Activities performed	

Name of the project	
Year	
Location	
Name of the client	
Project features	
Position held	
Activities performed	

Name of the project	
Year	
Location	
Name of the client	
Project features	
Position held	
Activities performed	

Certification:

I, the undersigned, certify that to the best of my knowledge and belief that this CV correctly describes my qualifications and past experiences. I will undertake this assignment for the full project duration in terms of roles and responsibilities assigned in the technical proposal or any agreed extension of activities thereof. I understand that any misstatement here in leads to disqualification of CV.

Date:

Signature

Authorized Signatory [In full and initials]:_____

Name and Designation with Date and Seal:_____