

**OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER-CUM-PROJECT  
DIRECTOR ATMA, KENDRAPARA**

(At/Po-Town Balarampur near 1no. block, Dist- Kendrapara- 754211)  
Ph-(06727) 233323 / 233353, Email: [ddaken.dag@nic.in](mailto:ddaken.dag@nic.in)

Order No: 5981

Date: 29/11/2024

**Advertisement for inviting Expression of Interest (EOI) for the role of  
Block Level Procurement Agency for Ragi Procurement-KMS 2024-25**

Expression of Interest (EOI) is invited from the suitable FPOs/SHG Federations having willingness and previous experience in carrying out operations & awareness campaigns of agricultural produces. EOIs are to be submitted in the prescribed format on or before **10<sup>th</sup> December 2024 by 1:00 P.M** at **Office of Chief District Agriculture Officer-cum-PD, ATMA, Kendrapara, Town Balarampur, Pin- 754211** by Speed/Registered post only & the same shall be opened **on 10<sup>th</sup> December 2024 at 4:00 P.M** for being considered for the selection process of Block Level Procurement Agency of Ragi Procurement- KMS-2024-25 in 2 blocks (Derabish & Kendrapara) of Kendrapara.

**Criteria for FPOs/SHG Federations to be selected as Procurement Agencies for Ragi FPOs/SHG Federations fulfilling the following conditions shall be selected:**

1. To be a Block level procurement agency FPO/SHG Federation must be a registered body. It should either be a Cooperative registered under the State Cooperatives Act of Odisha or a Producer Company registered under the Companies Act, SHG Federation registered under Society Registration Act 1860.
2. The FPO/SHG Federation should not be a defaulter of loan from any public or private bank.
3. The FPO/SHG Federation should not be blacklisted by the government.
4. The FPO/SHG Federation should have the following procurement infrastructure & equipment:
  - a) Should have storage point of minimum 50 MT.
  - b) Should have equipment for procurement i.e., Digital Moisture meter, Tarpaulin, Weight Scale, Stitching Machine, Sieving Machine and so on.
  - c) Should have minimum working capital of Rs. 1,00,000/-.
  - d) Should have office setup with Laptop, Printer, inverter, and internet connectivity.
  - e) Should be able to hire human resources for carrying out procurement activities.
5. Scoring of FPO/SHG Federations will be done for selection based on criteria regarding institutional and financial health. The FPO/SHG Federations attaining higher marks in the scoring will be selected.
6. Only one FPO or SHG Federation will be selected in a block for Ragi Procurement.

  
Chief District Agriculture Officer,  
Chief District Agriculture Officer  
KENDRAPARA

**Application Form/Scoring Sheet for FPO/SHG Federations Selection as  
Block Level Procurement Agency for Ragi Procurement during KMS 2024-25  
in Derabish and Kendrapara block of Kendrapara  
Under “Shree Anna Abhiyan”**

**Name of the FPO/SHG Federation:** \_\_\_\_\_

**Block Applying For:** \_\_\_\_\_

**District: Kendrapara**

<b>Application Form/ Self-Scoring Sheet for Farmer Producer Organisations/ SHG Federations for Block Level Procurement Agency for Ragi</b>						
<b>Sl. No.</b>	<b>Areas for Rating</b>	<b>Total Scores</b>	<b>Criteria</b>	<b>Criteria Wise Score</b>	<b>Marks Obtained</b>	<b>Remarks</b>
1	Years of Existence	10	More than 5 years	10		
			2 to 5 years	5		
			Less than 2 years	2		
2	Membership of FPO/SHG Federation in the Block applied	10	Above 200 Members	10		
			50 to 200 Members	5		
			Below 50 Members	2		
3	Percentage of members are Ragi Grower in the Block applied	10	More than 75%	10		
			More than 50% but less than 75%	5		
			Less than 50%	2		
4	Profile of Members	10	>80% Members are Women, SC/ST Farmers	10		
			60 to 80% members are Women, SC/ST Farmers	5		
			<60% Members are Women, SC/ST Farmers	2		
5	Meeting- Frequency, Time, and Place	10	Monthly	10		
			Quarterly	5		
			Irregular	2		
6	Attendance of Board of Directors/Members at meeting in last 10 meetings	10	>81%	10		
			60-80%	5		
			Less than 60%	2		
7	Rules and Regulations	10	Everyone is involved and rules documented	10		
			Rules are not always followed	5		
			Verbal/Non-Existent	2		
8	Share Capital/Saving Amount Collection	10	Share Capital/Saving Amount collected from all members	10		
			Share Capital/Saving Amount collected but not from all members	5		
			Share Capital/Saving Amount not collected	2		

9	Members involvement in Production/ Marketing related activities	10	More than 80% of the Members	10		
			50% to 80% of the Members	5		
			Less than 50% of the Members	2		
10	Loan Repayments by FPO/SHG Federation to Banks/FI	10	>80% loan repayment as per schedule	10		
			60-80% loan repayment as per schedule	5		
			Less than 60% timely loan Repayment	2		
11	Books and Accounts	10	Books, accounts & registers are maintained	10		
			All records are maintained but not updated	5		
			No maintenance of books & accounts	0		
12	Turnover	10	Greater than Rs. 5,00,000 per year	10		
			Between Rs. 250000 to Rs. 500000 per year	5		
			Less than Rs. 10,000	0		
13	Annual Audit	10	Audit done Regularly	10		
			Audit not done Regularly	5		
			Audit not done	0		
14	Area Coverage of FPO/SHG Federation	10	Members from more than 70% of villages of the Block	10		
			Members from more than 50% and less than 70% of villages of the Block	5		
			Members from less than 50% of villages of the Block	0		
15	Appointment of CEO/DEO	10	CEO/DEO appointed for full time	10		
			CEO/DEO appointed for part time	5		
			CEO/DEO not appointed	0		
16	Availability of Office Setup with Laptop, Printer, inverter and internet connectivity	10	Office Setup with Laptop, Printer, inverter and internet connectivity	10		
			Office Set Up	5		
17	Availability of Storage point (Minimum @ 50 MT)	10	Availability of Storage point (Minimum @ 50 MT)	10		

18	Availability of equipment for procurement i.e., Digital Moisture meter, Tarpaulin, Weighing Scale, Stitching Machine, Sieving Machine and so on	10	Availability of equipment for procurement i.e., Digital Moisture meter, Tarpaulin, Weighing Scale, Stitching Machine, Sieving Machine and so on	10		
19	Is the FPO and SHG Federation working as Implementing agencies under “Shree Anna Abhiyan” in the applied block.	10	Yes	10		
			No	0		
<b>Grand Total</b>		<b>190</b>				

**Declaration:**

I, Mr./Mrs. \_\_\_\_\_ hereby declare that all information mentioned in the application form/scoring sheet by \_\_\_\_\_  
 \_\_\_\_\_ (Name of the FPO/SHG Federation) is correct, true and valid. The supporting documents shall be presented before the concerned authority as and when required during the selection process.

**Signatory Authority with Seal-1**

**Signatory Authority with Seal-2**