

**OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER-CUM-PD
ATMA, MALKANGIRI**

Notice No. 159

Date 03.02.2021

**Expression of Interest for Swabhiman Anchal
Under
“Special Programme for Promotion of Integrated Farming in
Tribal Areas”**

Special Programme for promotion of Integrated Farming in Tribal Areas was launched by Department of Agriculture & Farmers' Empowerment, Government of Odisha in 40 gram panchayats (GPs) in Malkangiri District in 2017. Programme focuses on comprehensive development of agriculture, animal husbandry and fishery sectors in the district through technology diffusion, establishment of community level institutions, integrated management of natural resources and use of organic inputs in area based integration approach.

Further, Government of Odisha is now extending SPPIF to 9 GPs of Swabhiman Anchal. At least 5000 HHs shall be covered under the project in next 4 years under Agriculture, Horticulture, Livestock and Fisheries.

Key features of SPPIF are protective irrigation, promotion of improved agronomic practices, crop diversification and intercropping, soil health management, custom hiring centers to reduce drudgery, community managed seed systems, promotion of vegetable cultivation for nutrition security, streamlining vaccination systems, Goat Shelter and poultry night shelter development, breed farms of indigenous birds, localized production of suitable fingerlings/yearlings, promotion of FPOs, etc. with “farmer to farmer” learning forming core implementation strategy. In addition, convergence and coordination support should be provided to line departments for implementation of agriculture and allied projects in the Swabhiman Anchala.

Accordingly Agriculture Technology Management Agency (ATMA) is inviting eligible Non-Governmental Organisations (NGOs) for the role of “Facilitating Agencies (FA)”. Selection will be done by District Revitalising Rainfed Agriculture (RRA) Committee under chairmanship of Collector and District Magistrate of Malkangiri District.

1 | Expression of Interest for Special Programme for
Promotion of Integrated Farming in Swabhiman Anchala

Area of operation: - SPPIF shall be implemented in the following GPs

1. Badapada
2. Ralegada
3. Dhuliput
4. Papermetla
5. Jodamba
6. Phansput
7. Andrapalli
8. Jantri
9. Gajalmamudi

The Mandatory criteria of the NGO to be selected as FA are mentioned below:

1. Should be legally registered and provide a self-attested copy of registration, PAN number and self-attested copy of PAN card.
2. Should not have been blacklisted by Government of India, state government of Odisha, other government agencies and any Indian or international donor and provide a self-declaration by the authorized representative to this effect.
3. Should have a minimum of 3 years of work experience in the proposed panchyats.
4. Should have demonstrated engagement with community and block officials.
5. Should have last 3 years' audited Balance Sheet and Financial Reports submitted to the concerned regulatory authorities.
6. The chief functionary of the institution should not be a formal member of any political party and furnish an undertaking to this effect.
7. 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.
- ~~8.~~ Must have worked with any of the government program
9. NGOs currently implementing SPPIF in the districts shall not be applicable to apply.

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

1. Registration certificate of NGO
2. Previous 3 years Audited statement of accounts for 2017-18, 2018-19 and 2019-20
3. Previous 3 years Annual Report 2017-18, 2018-19 and 2019-20
4. Fixed asset position including its present value and location.
5. 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
6. Address of head and field offices.

Further information can be obtained at the address below during office hours [*Between Office hrs 10.00 to 17.00 hours*]. Expressions of interest may be sent via email to ddamal.dag@nic.in, omm.malkangiri@gmail.com with a copy marked to integratedfarmingmkg@gmail.com by **25th February 2021**. It must also be mandatorily delivered in a written form to **“ATMA, Malkangiri”** At- MV-2, PIN- 764048 by speed post/ registered post/physically in a closed envelope super-scribed as **“EOI for FA Selection under Special Programme for Promotion of Integrated Farming in Tribal Areas for Swabhiman Anchala in Chittrakonda Block”**.

Chief District Agriculture Officer cum Project Director, ATMA Malkangiri with approval from Collector & Chairman, ATMA retains the right to withdraw expression of interest or change the date of presentation at any point of time without further explanation or notice.

Process of Selection:

Stage 1: Short listing of applications will be done by District RRA Executive Committee under chairmanship of CDAO cum PD ATMA.

Stage 2: Presentations by Shortlisted organizations before District RRA Committee.

Stage 3: NGO selected as FAs will submit all relevant documents. NGO will also submit the CBO details and panchayat details. Submitted Documents will be verified by ATMA and Programme Secretariat (WASSAN).

Stage 5: After approval by District RRA Committee, MoA will be signed between ATMA, Program Secretariat and Selected NGO

Annexure-A: Expression of Interest to Partner for Special Programme for Promotion of Integrated Farming in Tribal Areas in Swabhiman Anchala of Chitrakonda Block:(Furnish the details in English without exceeding 15 pages).

Details of the Organisation:

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 - Landline –
Mobile –
Email –
 - iv) Address, if different from (c) –

2. Identity/Legal Status

- i) Is organization registered – Yes No
- ii) If yes, Under Society Act Under Trust Act
Under Company Act (Section – 25) Any other
If any other, specify –
- iii) Year of registration –
- iv) Since how long it is operational (No. of years) –
- v) Operational area of the organization - State /s–
(only indicate the number) District/s –
Block/s –
Village/s –
- vi) Whether organization is registered under FCRA - Yes No
- vii) Whether it is registered under Income Tax - Yes No

3. Governance

- i) What are VMG (vision, mission, goal) of the organization-
- ii) Are those reflected in program taken by the organization Yes No
- iii) Does organization has a governing board Yes No
- iv) Give details of Board Members (current status) –
- Name & Address Gender Occupation Position / Designation (Incl Chief Executive)

SL	Name	Address	Gender	Occupation	Position/Designation

- v) Which of the Board members receive salary / remuneration for services apart from the expenses for attending board meetings
- a.
- b.
- c.
- vi) What are sources of fund for the organization –
- Corpus Endowment Donation Govt. Grant
- Donor's grant other if others specify –
(Foreign)

4. Management / Administration

- i) Briefly mention administrative set up below chief executive – (flow chart)
- ii) Are role and responsibility of staff clearly defined Yes No
- iii) Are staff issued with letters of appointment / contract Yes No

5. Financial Management

- i) Whether accounts are audited by external auditor Yes No
- ii) Do you have system of Internal control Yes No
- iii) If yes, specify –
- iv) What financial statements are prepared at organization –
- Balance sheet Receipt & payment Income & expenditure
- Cash flow statement Fund flow statement Others
- Specify

Financial Particulars of the Agency

Financial Year*	Turnover from Professional Services	Turnover from other Activities	Total Turnover	Income tax return filed (yes/ no)**
2017-18				
2018-19				
2019-20				

*Attach copies of Receipt & Payments, Income & Expenditure and Balance Sheet for these years

**Please attach last three assessment years Income Tax Return receipt

(Kindly attach xerox copy of PIN & TIN certificate)

Audited Balance Sheet

Financial Year	Audit of Balance sheet (Yes/ no)	Remarks
2017-18		
2018-19		
2019-20		

6. Work Experience

- i. Was the organisation black listed any time? If yes, provide the details.

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- ii. Key Focus areas of work of the organisation in Swabhiman Anchal: (Please Mentioned Major Focus Areas)

Name of the GP	Focus Area	No's of Years of Experience	Coverage (No's of HHs)	Partner Agency

- iii. Has organisation been recipient of any awards at District or State or National Level?

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iv. Experience in working with Community Based Organisations (CBO): Only Swabhiman Anchal

a. Has the organisation promoted any CBO in the past; Yes / No

b. If Yes, Please Specify the Below

SL	Type of CBO	Nos	Year	Activity	Coverage (No of HH)	Supporting Agency

ii. Please briefly describe your work with community organisation within the Block proposed?

SL	Type of CBO	Type of Intervention	No's of Years of Experience

iii. Give 3 reasons on why your organisation is qualified to be the Facilitating Agency for the program in Swabhiman Anchal?

Annexure C: Eligibility Criteria for the CBO :

Following is the mandatory eligibility criteria for selection of Community Based Organization (CBO) for Special programme for Promotion of Integrated Farming in Tribal Areas:

1. CBO must be functional for a minimum of 2 years. In case of recently formed FPOs/Federations/ Co operatives, member CBOs should be functional.
2. CBO must not have defaulted loans from any governmental or non-governmental sources such as OLM, OTELP, NABARD, Micro finance etc.
3. CBO should have a president and secretary who must have minimum literacy skills. Signatories of the CBO must possess reading and writing skills in Odia. Reading and writing skills in Hindi and English will be considered added advantage. They should be able to sign on the bank pass book.
4. CBO must have history of conducting regular meetings with documented minutes.
5. CBO meetings should have happened at least once in every quarter.
6. CBO members (At least 10 members or half of the membership whichever is less) must have collectively involved in either inter-lending or some business or production related activity.

Scoring Sheet of NGOs

Scoring Sheet for Facilitating Agency				
Special Programme for Promotion of Integrated Farming in Tribal Areas				
Sl No	Criteria	Sub Criteria		Weightage
1	Annual Turn Over	Average Annual Turnover in the 3 years	> 25 Lakhs	5
			10 - 25 Lakhs	3
			<10 Lakhs	0
2	Working Functional Community Based Organisations	No of Functional Community Based Organisations Promoted (CBOs must have time span of at least 2 years) in the proposed block	Above 10	5
			5 to 10	3
			1 to 5	1
3	Work Experiences in Proposed Blocks	Experiences in working in Agriculture Production system	>50 acres	5
			> 20 acres & < 50 acres	3
			<20 acres	0

		Experiences in Working in Vegetable Production System	>50 acres	5
			> 20 acres & < 50 acres	3
			<20 acres	0
		Experience in Working with Livestock Vaccination	> 1000 nos	5
			> 1000 & <500 nos	3
			< 500 nos	0
		Experiences in working with Fishery Production System	> 10 nos of Ponds	5
			< 5 nos of Ponds	0
		Experience in working with Block/Nabard	Yes	5
			No	0
4	Infrastructure in the Proposed Block	Have Filed Office (functional)	Yes	5
			No	0
5	Work Experience with PRI member in Proposed Block	Working with PEO/ Representatives/ Community	> 10 Year	5
			> 0 - 5 Years	3
			< 5 Year	1
6	Recognition	Organisation has Awarded for the Outstanding Performance or Contribution	By State	5
			By District	3
			By Block	1
		Total Score		50

*P:S : NGOs applying for the role of facilitating agencies shall submit the information related to CBOs as per the scoring criterion. Any wrong information submitted shall be basis for disqualification.

Scoring Criteria for Community Based Organisations				
S.No	Areas for Rating	Criteria	Scores	Marks
1	Years of Existence	More than 4 years	10	10
		2 to 4 Years	5	
		Less than 2 years	3	
2	Size of CBOs	Above 200 members	10	10

		100 to 200 members	5	
		<100 members	0	
3	Landholding of Farmers	All members are small and marginal farmers	5	5
		50% members are small and marginal farmers	3	
		Less than 50% of the members are small and marginal farmers	0	
4	Meeting – frequency, time and place	Monthly	5	5
		Quarterly	3	
		Irregular	2	
5	Attendance of members at meeting in last 10 meetings	>80%	5	5
		60-80%	3	
		Less than 60%	0	
6	Rules and regulations	Everyone is involved and rules documented.	5	5
		Rules are not always followed.	3	
		Verbal/ Non Existent	0	
7	Farmers Registered under CBO/FPO	>200 member Registered	10	10
		100-200 Member registered	5	
		< less than 100 member registered	3	
8	Share Capital Raised	From > 200 Farmers	10	10
		From 100-200 Farmers	5	
		< less than 100 Farmers	3	
9	FPO Registered under Society/Company/Any Other	Yes	10	10
		No	0	
10	Loan repayments	80% loan repayment as per schedule	10	10
		60 -80% loan repayment as per schedule	5	
		Less than 60% timely loan repayment	0	
11	Books and Accounts	Books, accounts & registers are maintained.	10	10
		All records are maintained but not updated.	5	
		No maintenance of books and accounts	0	
12	Financial Transactions	Greater than 50000 per year	10	10
		Between 25000 to 50000 per year	5	
		Rs 10000 to Rs 20000 per year	3	
		Less than Rs 10000	0	
		Total	100	100

** In case of producer groups, if members do not take any loans from the CBO , then loan section will be Non Applicable**.


 CDAO cum Project Director,
 ATMA, Malkangiri
 03/07/2021

Memo No. 160

Date. 03.02.2021

Copy forwarded to the state consultant, SPPIF/State Coordinator Bhubaneswar for information.



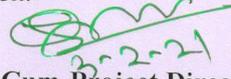
CDAO-Cum-Project Director
ATMA, Malkangiri

Memo No. 161

03.02.2021

Date. 03.02.2021

Copy forwarded to the SPMU cell, Bhubaneswar for information.



CDAO-Cum-Project Director
ATMA, Malkangiri

Memo No. 162

Date. 03.02.2021

Copy forwarded to the DIO, NIC Malkangiri for information and request to web host the EOI notice in the District Website till 25.02.2021



CDAO-Cum-Project Director
ATMA, Malkangiri

Memo No. 163

Date 03.02.2021

Copy submitted to the Collector and District Magistrate Malkangiri for favour of kind information.



CDAO-Cum-Project Director
ATMA, Malkangiri

Memo No. 164

03.02.2021

Date 03.02.2021

Copy submitted to the Director of Agriculture and Food Production, Odisha Bhubaneswar for favour of kind information.



CDAO-Cum-Project Director
ATMA, Malkangiri

03.02.2021