

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

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

Notice No. 476

Date. 26.05.2021

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.

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

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

SELECTION CRITERIA OF THE NGO TO BE SELECTED AS FA
IN SPPIF IN SWABHIMAN ANCHAL UNDER SETU SCHEME
ARE AS MENTIONED BELOW

1. Should be legally registered (Society Registration Act 1860, Odisha Co-operatives act 1962, Indian Trust act, 1882) and provide a self-attested copy of registration.
2. PAN number and self-attested copy of PAN card.
3. Should not have been blacklisted by Government of India, state government of Odisha, other government agencies and any Indian or international donor and provide an affidavit by the authorized representative to this effect.
4. Must having experience in involvement in any Govt. Programme at Chitrakonda block.
5. Should not have negative remarks from any Govt. Department of Malkangiri District.
6. Should have demonstrated engagement with community and block officials in Swabhiman Anchala of Chitrakonda block.
7. Should have last 3 years' audited Balance Sheet and Financial Reports submitted to the concerned regulatory authorities.
8. The chief functionary of the institution should not be a formal member of any political will produce an affidavit.
9. 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.
10. The NGO shall produce the Declaration of Assets.
11. The NGO should have an office in Chitrakonda block.
12. Agreeing to abide the guidelines of SPPIF & ATMA, Malkangiri.

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, 2018/19,2019/20
3. Previous 3 years Annual Report 2017/18, 2018/19,2019/20
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 18.00 hours*]. Expressions of interest may be sent via email to ddamal.dag@nic.in with a copy marked to integratedfarmingmkg@gmail.com by **5th April 2021**. It must also be mandatorily delivered in a written form to “**ATMA, Malkangiri**” address below 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 Swabhimani Anchala in Chitrakonda 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 4:** 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 Any other
- (Section – 25)
- 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 GenderOccupation 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

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 PAN & 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 Chittrakonda block.

| GP Name | ProjectName | Name of the Agency/Department | Years of Experience | Coverage (No of HHs) |
|---------|-------------|-------------------------------|---------------------|----------------------|
| | | | | |
| | | | | |
| | | | | |

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

| |
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| |
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i. Experience in working with Community Based Organisations (CBO):

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

b. If Yes, Please Specify the Below

| GP Name | Type of CBO | Nos | Year | Activity | Coverage(No of HHs) |
|----------------|--------------------|------------|-------------|-----------------|----------------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

ii. Please briefly describe your work with PRI members?

| GP Name | ProjectName | Year of experience | Activity | Coverage (No of HHs) |
|----------------|--------------------|---------------------------|-----------------|-----------------------------|
| | | | | |
| | | | | |

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

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ANNEXURE C: ELIGIBILITY CRITERIA FOR THE CBO :

Following is the eligibility criteria for selection of Community Based Organization (CBO) for Special programme for promotion of Integrated Farming in tribal areas in Swabhiman Anchal.

1. CBO must be functional for a minimum of 2 years. In case of recently formed FPOs/WSHG 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 for Facilitating Agency | | | | |
|--|---|--|------------------|-----------|
| Special Programme for Promotion of Integrated Farming in Tribal Areas | | | | |
| Sl No | Criteria | Sub Criteria | Weightage | |
| 1 | Work Experiences in Proposed Block with Govt | Should have an experience in involvement in any Govt. Programme > 3 yrs | Swabhiman Anchal | 10 |
| | | | Chitrakonda | 5 |
| | | | Malkangiri | 3 |
| 2 | Feedback of Government officials | Past project performance remarks | Good | 10 |
| | | | Average | 5 |
| | | | Poor | 0 |
| 3 | Working Functional Community Based Organisations | No of Functional CBOs (Time span of at least 2 years) > 10 Nos | Swabhiman Anchal | 10 |
| | | | Chitrakonda | 5 |
| | | | Malkangiri | 0 |
| 4 | Work Experience with PRI member in Proposed Block | Working with PRI Representatives > 3 yrs | Swabhiman Anchal | 10 |
| | | | Chitrakonda | 5 |
| | | | Malkangiri | 0 |
| 5 | Recognition | Organisation has Awarded for the Outstanding Performance or Contribution | By State | 10 |
| | | | By District | 5 |
| | | | By Block | 3 |
| | | Total Score | | 50 |

P: S: Applicant NGOs should also submit the CBO information as per the scoring criterion. Any incorrect information submitted can be basis for disqualification.

| Scoring Criteria for Community Based Organisations | | | | |
|--|--|---|-------|-------|
| S.No | Areas for Rating | Criteria | Score | 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 | |

| Scoring Criteria for Community Based Organisations | | | | |
|--|------------------------|---|------------|------------|
| S.No | Areas for Rating | Criteria | Score | Marks |
| 9 | Registration completed | 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**.

Memo No. 477

Copy forwarded to the State Coordinator WASSAN, Bhubaneswar for information.


 CDAO cum Project Director
 ATMA, Malkangiri
 Date. 26.03.2024

Memo No. 478

Copy forwarded to the SPMU Cell, Bhubaneswar for information.

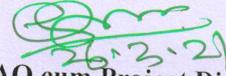

 CDAO cum Project Director
 ATMA, Malkangiri
 Date. 26.03.2024


 CDAO cum Project Director
 ATMA, Malkangiri
 26.03.24

Memo No. 479

Date. 26.03.2021

Copy forwarded to the DIO, NIC Malkangiri for information and request to web host the EOI notice in the District Website till 05.04.2021.


26.3.21

CDAO cum Project Director

ATMA, Malkangiri

Date. 26.03.2021

Memo No. 480

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


26.3.21

CDAO cum Project Director

ATMA, Malkangiri

Date. 26.03.2021

Memo No. 481

Copy submitted to the Director NCDS, Bhubaneswar for favour of kind information.


26.3.21

CDAO cum Project Director

ATMA, Malkangiri

Date. 26.03.2021

Memo No. 482

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


26.3.21

CDAO cum Project Director

ATMA, Malkangiri

26.03.21