



OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER: KHORDHA
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Letter No. 3753

Date 14.11.23

Expression of Interest (EOI) for Engagement of Block Level Community Based Organization (CBO) for "Implementation of Delta Agriculture Action Plan"

Department of Agriculture & Farmers' Empowerment, Government of Odisha is implementing a Programme for Implementation of Agriculture Action Plan under Mahanadi Delta-I & II in Baliana and Balipatna Block of Khordha District.

1 Background:

Mahanadi Delta Stage –I and Stage-II covers mostly 34 blocks of 6 Districts namely Jagatsingpur, Kendrapada, Cuttack, Khordha and Puri. The irrigation potentials have been created since 2008-09 to 2022-23 in different phases under Mahanadi Delta Stage-I and II.

- Under Stage I , the design Cultivable Command Area (CCA) is 125767 Ha, the irrigation potential created for 125767 ha in the Districts of Cuttack, Kendrapada, Jajpur and Jagatsingpur.
- Under Stage-II, irrigation potential created of 151030 Ha in the Districts of Khordha and Puri.
- In total, the irrigation potential created in Delta Stage I + II, the deigned CCA is 276797 Ha
- Out of the Stage II designed CCA 151030 Ha, near about 9656 Ha designed for Baliana and Balipatna Block.

2 Major Objectives of the Programme:

1. Improvement usage of Irrigation water for Rabi and Summer Crops under Mahanadi Delta Stage-II
2. To know the certified/ verified Cultivable Command Area (CCA) under Delta-I & II
3. To compare the irrigation plan with existing cropping pattern
4. To prepare cropping plans for verified CCA for Rabi and Summer crops.
5. To sensitize farmers on availability or irrigation water in the ayacut and its utilization
6. To prepare real time Scheduling of Irrigation water with timeline to release.
7. To make a real time Agriculture Action plan for uptimal utilization irrigation water taking suitable crops in the designed CCA.
8. Plan for scheme convergence and timely prepositioning the Agri inputs for the Farmers.

3 Scale of the Programme

AGRICULTURE ACTION PLAN UNDER MAHANADI DELTA STAGE 1 AND 2 FOR RABI /SUMMER OF KHORDHA DISTRICT

Crop Planning to Meet 100% Potential

SL No	Distributory System	Districts Covered	Blocks Covered	Design CCA	Verified CCA	Cultivable Land (in HA)		
						Low	Medium	High
	<i>Name of system</i>	<i>Name of all districts covered</i>	<i>Name of all blocks covered</i>	<i>in HA</i>	<i>in HA</i>	<i>Divided irrigated area from column 5</i>	<i>Divided irrigated area from column 5</i>	<i>Divided irrigated area from column 5</i>
	1	2	3	4	5	6	7	8
1	GOP BRANCH CANAL	Khurda	Balianta	1928.4137	1818.4137	580.4137	1200	38
2	GOP BRANCH CANAL	Khurda	Balipatna	1500	1030	300	630	100
3	NIMAPADA BRANCH CANAL	Khurda	Balianta	3106	1390	475	885	30
4	NIMAPADA BRANCH CANAL	Khurda	Balipatna	4526	2413	600	1610	203
5	PURI MAIN CANAL	Khurda	Balianta	741	345	140	200	5
6	CHANDANPUR BRANCH CANAL	Khurda	Balianta	1255	973	253	708	12
7	CHANDANPUR BRANCH CANAL	Khurda	Balipatna	1485	810	200	550	60
8	KAKATPUR BRANCH CANAL	Khurda	Balianta	819.618	455.739	249.739	200	6
9	KUNDHEI DISTRIBUTARY	Khurda	Balipatna	731.18	420.69	150	220.69	50
	GRAND TOTAL			16092.2117	9655.8427	2948.153	6203.69	504

4 Role and Responsibilities:

- CBO will ensure implementation of Action Plan
- CBO will implement the Action plan in coordination with Farmers.
- CBO to make farmers awareness about the types of crops to be grown, crop insurance, Soil testing, Arrival of seeds, Release of water by DoWR.
- CBO to ensure the registration of farmers in Krushak Odisha Portal/GO-SUGAM
- CBO to make the clusters, make value addition, Market linkage, Scheme convergence etc.

5 The Expression of Interests (Eoi)

This Expression of Interest (EOI) is invited by the Chief District Agriculture Office, **Khordha district** from the experienced and interested CBO (**CBO may be Farmer Group /CIG /FPO /SHGs/ Cooperative/ any other Local community Institution or organization**) for engagement at block level for the blocks **Balianta and Balipatna Block** of Khordha district under the Programme for Implementation of Agriculture Action Plan under Mahanadi Delta-I & II are required to submit application *in sealed envelope* super scribed as "Application for engagement of block level Implementing Agency for **Agriculture Action Plan under Mahanadi Delta-I & II**" along with name of the Block and District applied for as per the enclosed application format by registered/ Speed post only to the office of the undersigned. Proposal through e-mail or any other means will not be entertained in this regard. The Eoi should be addressed to Office of the Chief District Agriculture Officer cum Project Director ATMA of respective District. **Last date for receipt of proposal is 28.11.23 up to 1.00 P.M and the same shall be opened on 29.11.23 at 10.00 A.M in the presence of authorized signatory and representatives.**

The Application form and details terms & condition are available in the Official websites of the district <https://khordha.nic.in>

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

6 The Eligibility Criteria for the CBO

6.1 Criteria for registered CBOs :

1. Should be legally registered under Trust/ Society/ Company act or recognized by any govt agency.
2. Should provide a self-attested copy of registration, 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 a self-declaration by the authorized representative to this effect.
4. CBOs should be interested to be involved with the project activities and should submit a letter of intent along with resolution to the Collector and District Magistrate, Khordha.
5. The CBO should have minimum land and infrastructure required for implementation of Agriculture Action Plan in the specified block under in Mahanadi Delta Area in coordination with farmers, progressive farmers
6. The CBO should have a team leader, a mobilize and two field assistants for working for the said programme

7. Must be willing to incur the operational cost of the programme till the fund is released. And should be willing to work on the non-budgeted activities as specified by the programme.
8. The chief functionary of the institution should not be a formal member of any political party and furnish an undertaking to this effect.
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. Must have worked with any of the government program in the proposed block
11. One FPO is eligible for applying for two contiguous blocks.
12. Preference may be given to the CBOs having similar nature of work with good performance and experience working with farmers or Agricultural/ Horticultural Govt. Schemes.

The format of EoI is in Annexure-2 and The CBOs need to apply in the specified format only. Copies of the following documents need to be submitted along with the EoI form and all the documents should be signed with seal at each page.

- Registration certificate
- Previous 3 years Audited statement of accounts for 2019-20, 2020-21, 2021-22
- A letter of intent along with resolution addressed to the Collector and District Magistrate, Khordha.
- Proof of Minimum land and infrastructure availability in the specified Block
- 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 of implementing the programme of **Last Five years Only**
- Address of head and field offices.

6.2 Criteria for non-registered CBOs (WSHG Federations)

Following are the mandatory eligibility criteria for selection of Community Based Organization (CBO) for Special programme for promotion of millets in tribal areas:

1. CBO must be functional for a minimum of 2 years. In case of recently formed FPOs/ Federations/ Cooperatives, 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 an added advantage. They should be able to sign on the bank passbook.

4. CBO must have a 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.
7. CBO must have maintained books and accounts and relevant registers.
8. CBO must have done transactions worth at least Rs 100000 till now.
9. CBO must be willing to incur the operational cost of the programme till the fund is released. And should be willing to work on the non-budgeted activities as specified by the programme.
10. CBOs should be interested to be involved with the project activities and should submit a letter of intent along with resolution to the Collector and District Magistrate, Khordha.
11. The CBO should have minimum land and infrastructure required for implementation of Agriculture Action Plan in the specified block under in Mahanadi Delta Area in coordination with farmers, progressive farmers
12. The CBO should have a team leader, a mobilize and two field assistants for working for the said programme
13. Preference may be given to the CBOs having similar nature of work with good performance and experience working with farmers or Agricultural/ Horticultural Govt. Schemes.

The format of Eol is in Annexure-2 and CBOs/WSHG Federations need to apply in the specified format only. Copies of the following documents need to be submitted along with the Eol form and all the documents should be signed with seal at each page.

- Proceedings of meetings of the formation day.
- Proceedings of the last 3 meetings.
- Fixed asset position including its present value and location.
- Profile of professional, president and secretary or other staffs of the group.
- MoU/ agreement/ any documentary evidence of working for Govt. or special projects or Govt. undertakings of implementing the programme of **Last Five years Only**
- Copy of passbook and cash book
- A letter of intent along with resolution addressed to the Collector and District Magistrate, Khordha.
- Proof of Minimum land and infrastructure availability in the specified Block

The Application should submit in sealed envelope super scribed as “APPLICATION FOR ENGAGEMENT OF BLOCK LEVEL IMPLEMENTING AGENCY FOR IMPLEMENTATION OF AGRICULTURE ACTION PLAN UNDER MAHANADI DELTA-I & II IN _____ BLOCK OF KHORDHA DISTRICT.”

For Baliana and Balipatna Block of Khordha District separately as per the enclosed application format by registered/ speed post to the below mentioned address.

Address: Chief District Agriculture Officer-cum- PD ATMA, Khordha At/Po/Ps/District-Khordha,Pin-752055.

7 Process of Selection:

- **Stage 1:** Short listing of at least three applications per block from the received applications after a scrutiny by the District Level selection committee. In case there are less than three applications received per block then the application shall be taken into consideration for short listing with prior approval from the CDAO-cum-PD ATMA.
- **Stage 2:** Out of the three CBOs shortlisted per block after the scrutinization by the team, the Selection Committee chaired by CDAO-cum-PDATMA will select one CBO through document verification and score sheet.
- **Stage 3:** After the document verification, an assessment shall be done based on the scoring sheet and one CBO shall be recommended as the Implementing Agency for the proposed block. The CBO recommended by the committee for the proposed block shall be submitted for approval of the Collector & District Magistrate.
- **Stage 4:** After completion of selection of CBO, MoA will be signed between CDAO-cum PD ATMA, and selected CBOs for the Project so as to start the activities immediately.


Chief District Agriculture Officer
Khordha

Annexure 2
APPLICATION FORM

Expression of Interest from Community Based Organization to be the
Implementing Agency for Implementation of Agriculture Action Plan under
Mahanadi Delta-I & II in _____ Block of Khordha District.

1 DETAILS OF THE CBO

a. Name of the CBO

b. _____
Acronym, if any

i) _____
Address:

ii) _____
Mailing / Correspondence office:

iii) _____
Visiting office:

c. _____
Contact Person:

i) _____
Name:

ii) _____
Designation :

iii) _____
Telephone No/ Landline:

Mobile: _____

Email: _____

iv) _____
Address, if different from (b)–

2 IDENTITY/LEGAL STATUS:

i) Is organization registered:

Yes No

- ii) If yes, Under
- (a) Society Act
 - (b) Under Trust
 - (c) Under Company Act-
 - (d) Any other

If any other, please specify

iii) Year of registration/formation _____

iv) Since how long it is operational (No. of years): _____

v) Operational area of the organization:

(Only indicate the number)

State/s: _____

District/s: _____

block/s: _____

Village/s/: _____

vi) Whether it is registered under Income Tax?

Yes No

3 GOVERNANCE:

i) Does organization have a governing board: Yes No

ii) If yes, give details of Board Members (status)

iii) Name & Address Gender Occupation Position / Designation (Incl Chief Executive)

SL	Name	Address	Gender	Occupation	Position/ Designation
1.					
2.					
3.					

4.					
5.					
6.					
7.					
8.					
9.					
10.					

4 FINANCIAL MANAGEMENT

i) What financial statements are prepared at organization:

- Balance sheet:
- Receipt & payment:
- Income & expenditure:
- Cash flow statement:
- Fund flow statement/:
- Others/:
- Other Specify :: _____

4.1 FINANCIAL PARTICULARS OF THE AGENCY

Financial Year*	Turnover from	Income tax return filed (yes/ no)**
2020-21		
2021-22		
2022-23		

*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 (Applicable in case of registered entity only)

Financial Year	Audit of Balance sheet /(Yes/ No)	Remarks
2020-21		
2021-22		
2022-23		

4.2 ASSET POSITION OF THE WSHG/FPOs, WSHGs FEDERATION/FPOs CBO

SL No	Type of Asset	Nos	Expected Value (In Lakhs)	Remarks if Any

5 WORK EXPERIENCE

5.1 CREDIT AVAILED FROM DIFFERENT BANKS/AGENCIES? (PLEASE MENTION CATEGORIES WISE)

SL No	Name of the Credit Agency	Credit in Rs Lakh	Year	Status of repayment

5.2 EXPERIENCE OF BUSINESS/SERVICE/AGGREGATION UNDERTAKEN BY THE INSTITUTION WITHIN THE BLOCK PROPOSED? (PLEASE MENTION CATEGORIES WISE)

SL No	Name of the Commodity/service	Type of Engagement	Nos of GP	Nos of HH	Quantity	Turnover

5.3 NOS OF MEMBERS/SHARED HOLDERS FROM THE PROPOSED BLOCK

SL No	Activities	Nos of GP	Nos of HH	Amount (In Lakhs)

5.4 EXPERIENCE OF INSTITUTION WORKING WITH DIFFERENT PROJECT/SCHEME ETC IN PROPOSED BLOCK IN AGRICULTURE

SL No	Name of the Programme /Project	Core Area of Implementation	From-To	Agency	Nos of Framers/HH

6 DECLARATION

I hereby declare that all the Information provided in the Application is true and correct to the best of my knowledge. If, anything found incorrect or false, the authority may have the rights to take necessary action.

Signature of the authorized person of Institution with Seal