



DISTRICT MINERAL FOUNDATION : KEONJHAR.

NO. 280 /DMF.

DATE: 02/03/2019

REQUEST FOR PROPOSAL

Sealed Proposals are invited from the eligible reputed and qualified Agencies/organisations for " Livelihood enhancement of people in mining affected areas of Keonjhar district through promotion of household level poultry producers and poultry producers organisation" under DMF. The detail terms and conditions along with the RFP documents can be downloaded from the district website www.kendujhar.nic.in .

The Proposal complete in all respect should reach the undersigned by registered/speed post only on or before 23 March 19 up to 5 PM and will be opened on 26 March 19. at 11 AM in the presence of the committee constituted for the purpose. Receipt of proposals by hand will summarily be rejected.

The undersigned reserves the right to reject or cancel any or all the proposals without assigning any reason thereof.

Shahar 11/3/19
Collector-cum-Chairman & Managing
Trustee, D.M.F., Keonjhar.

Not to be published:

Memo No. 281 (2)/DMF. Date: 02/03/2019
Copy to the District Correspondents Indian Express
..... Sambad of Keonjhar district for information and necessary
action. They are requested to publish the advertisement in their esteemed dailies,
immediately within minimum size and submit bill as per Govt. approved rate with
complimentary copy for early payment of bills.

Shahar 11/3/19
Collector-cum-Chairman & Managing
Trustee, D.M.F., Keonjhar.

Memo No. 282 /DMF. Date: 02/03/2019
Copy to the District Informatics Officer, NIC, District Unit Keonjhar for
information and necessary action. He is requested to upload the document in the
district website, immediately for information of the public.

Shahar 11/3/19
Collector-cum-Chairman & Managing
Trustee, D.M.F., Keonjhar.

Memo No. 283 /DMF. Date: 02/03/2019
Copy to all Members of the Committee constituted for the purpose for
information and necessary action. They are to be present during the opening of the
Proposals & presentation, as per schedule.

Shahar 11/3/19
Collector-cum-Chairman & Managing
Trustee, D.M.F., Keonjhar.

RFP Number: 8 /DMF

Date: 1/3/2019

**REQUEST FOR PROPOSAL (RFP)
FOR THE
SELECTION OF AGENCY FOR LIVELIHOOD ENHANCEMENT OF PEOPLE IN
MINING AFFECTED AREAS OF KEONJHAR DISTRICT THROUGH PROMOTION
OF HOUSEHOLD LEVEL POULTRY PRODUCERS AND POULTY PRODUCER
ORGANISATIONS**

Issuer:

District Collector cum Chairperson and Managing Trustee,

District Mineral Foundation, Keonjhar

Government of Odisha

Phone: 06766-255401

Email: dm-keonjhar@nic.in

Address for Communication & Submission of Documents during Tender Period:

District Collector cum Chairperson and Managing Trustee,

District Mineral Foundation (DMF), Keonjhar

Second Floor,

District Rural Development Agency (DRDA), Keonjhar

Keonjhar – 758001

Email: dmfkeonjhar@gmail.com

DISCLAIMER

The information contained in this Request for Proposal (hereinafter referred to either as 'TENDER') document provided to the Bidders, by the District Mineral Foundation, Keonjhar, hereinafter referred to as DMF, or any of their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this TENDER document and all other terms and conditions subject to which such information is provided.

The purpose of this TENDER document is to provide the Bidder(s) with information to implement the following assignment: **'SELECTION OF AGENCY FOR LIVELIHOOD ENHANCEMENT OF PEOPLE IN MINING AFFECTED AREAS OF KEONJHAR DISTRICT THROUGH PROMOTION OF HOUSEHOLD LEVEL POULTRY PRODUCERS AND POULTRY PRODUCER ORGANISATIONS'**. This TENDER document does not purport to contain all the information each Bidder may require. This TENDER document may not be appropriate for all persons, and it is not possible for the DMF, their employees or advisors to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this TENDER document.

Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this TENDER document and wherever necessary obtain independent advice from appropriate sources. DMF, their employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the TENDER document.

DMF may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this TENDER document.

Section 1: Letter of Invitation

District Collector cum Chairperson and Managing Trustee,
District Mineral Foundation (DMF), Keonjhar
Government of Odisha

Address:
District Collector cum Chairperson and Managing Trustee,
District Mineral Foundation (DMF), Keonjhar
Second Floor,
District Rural Development Agency (DRDA), Keonjhar
Keonjhar – 758001
Email: dmfkeonjhar@gmail.com

SUBJECT: Selection of agency for 'Livelihood enhancement of people in mining affected areas of Keonjhar through promotion of household level poultry producers and poultry producer organisations' under DMF

The District Collector cum Chairperson and Managing Trustee, District Mineral Foundation (DMF), Keonjhar invites proposals from reputed agency for '**Livelihood enhancement of people in mining affected areas of Keonjhar through promotion of household level poultry producers and poultry producer organisations**' under DMF.

The Agencies will be selected based on Quality Based Selection (QBS) criteria described in this RFP.

The RFP comprises the following sections:

- Section 1 - Letter of Invitation
- Section 2 - Definition
- Section 3 - Factsheet
- Section 4 - Background
- Section 5 - Terms of Reference
- Section 6 - Instructions to Agencies
- Section 7 - Proposal - Standard Forms
- Section 8 - Fin Form

Mahapatra. 15/19

District Collector cum Chairperson and Managing Trustee,
District Mineral Foundation, Keonjhar

Section 2: Definitions

- a) "DMF" means the District Mineral Foundation, Keonjhar
- b) "Client" means the District Collector cum Chairperson and Managing Trustee, Keonjhar, Government of Odisha
- c) "OLM" means Odisha Livelihood Mission (Government of Odisha) which is the nodal agency for this project
- d) "Agency" means entity that may provide or provides the services to the client under the contract
- e) "Producer" means individuals from identified mining affected families who will rear broiler, pullet or layer birds under this project
- f) "Day" means calendar day
- g) "Instructions to Agencies" means the document which provides interested Agencies with the information needed to prepare their respective Proposals
- h) "LOI" (Section 1 of the RFP) means the 'Letter of Invitation' being sent by the Client
- i) "MoA" means Memorandum of Agreement
- j) "DPR" means Detailed Project Report
- k) "Personnel" means professionals and support staff provided by the Agencies and assigned to perform the Services or any part thereof under this project
- l) "Proposal" means Pre-Qualification Documents, Technical Proposal and Financial Proposal
- m) "RFP" means the Request for Proposal circulated by the Client for the selection of Agency
- n) "Assignment / job" means the work to be performed by the Agency pursuant to the Contract
- o) "Terms of Reference" (TOR) means the information included in the RFP which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Client and the selected Agencies

Section 3: Factsheet

Request for Proposal (RFP) document made available to the applicants	02 nd March, 2019
Date of pre-bid meeting	11 A.M., 07 th March, 2019
Last date for receiving queries	5 P.M., 12 th March, 2019
Response to queries	5 P.M., 16 th March, 2019
Last date for receipt of Proposals (Sealed Envelope)	5 P.M., 23 rd March, 2019
Opening of Proposals received within the stipulated date	11 A.M., 26 th March, 2019
Technical Presentation	30 th March, 2019
Letter of Award	To be intimated to selected Agencies
Start Date	To be intimated to selected Agencies
Cost of Tender (Demand Draft)	INR 5,000 (Rupees Five Thousand Only)
Earnest Money Deposit (EMD) (Demand Draft)	INR 50,000 (Rupees Fifty Thousand Only)
Performance Bank Guarantee	INR 20,00,000 (Rupees twenty lakhs Only)
Method of Selection	Quality Based Selection (QBS)
Contact Details	District Collector cum Chairperson and Managing Trustee, District Mineral Foundation (DMF), Keonjhar Second Floor, District Rural Development Agency (DRDA), Keonjhar – 758001 Email: dmfkeonjhar@gmail.com

Note:

1. The Client reserves the right to change any schedule. Please visit the website www.keonjhar.nic.in regularly for the same.
2. Proposals must be submitted before the date, time and venue mentioned in the Fact Sheet through Speed/Registered Post or by hand. Proposals that are received after the deadline will not be considered.

Section 4: Background

Keonjhar is an administrative district of Odisha state. The district comprises of 5.3 per cent of Odisha's landmass with about 4.2 per cent of the population of the state. The district has abundant mineral resources and large forest reserves. Despite the vast natural resources, the district continues to be economically backward. The poverty Head Count Ratio (HCR) of the district is 47 per cent.

More than 85 per cent of the population of the district live in rural areas. The district has high proportion of Schedule Caste (SC) and Scheduled Tribe (ST) population, of which SC accounts for 11.6 per cent and ST accounts for 45.5 per cent.

Rearing backyard poultry (BYP) and small ruminants are the integral part of livelihood of families in the rural areas of the district. Usually a family rears 1-2 hen, each of which gives a dozen eggs, thrice in a year, amounting to total of about 72 hatching eggs annually. After self-consumption, both in the form of eggs and live birds, especially during rituals and other functions, a family manages to sell about 10 live birds in rural *haats* annually. The price is negotiated by traders and in a good year (without any major outbreak of diseases) a family fetches an average income of Rs 4000 by selling live birds. Families with less land holdings, opt for a larger flock size to increase their incomes from this activity.

The growth of mining activities and related industries in the district has generated high demand for live birds and eggs due to movements of traders, truckers and people engaged in mining based activities. According to a study, in a radius of 150 km from Keonjhar, broiler poultry consumption is about 7.5-10 lakh birds per month. The major consumption pockets in the region are Keonjhar, Joda and Badbil towns, Anandapur, Champua, Jhumpura blocks within the district and Jayantgarh, Chaibasa, Jamshedpur in adjoining state of Jharkhand. Similarly, the consumption of eggs in the district is about 46 lakh units per month. Under the mid-day meal (MDM) scheme alone, eggs are provided twice a week under SSA and thrice a week under *Poshak* scheme of DMF, totalling about 40 lakh eggs every month.

However, only a portion of the high demand for broiler (meat) and eggs are met by small holder farmers/producers within the district. The major demand is met by big value chain aggregators in other parts of Odisha and Andhra Pradesh, who own large poultry rearing farms along with the inputs (poultry feed and day old chicks) producing industries. Being the maiden producers of key inputs like day old chicks (DOC) and feed, the large aggregators also control the backward linkage market for broiler and layer poultry farms, and accumulate high profit margins at the various levels of the poultry value chain.

Segment in the value chain	Avg. Margin (in Rs)
Breeder	15-16 /Hatching Egg
Hatchery	0.5-1/Egg
Producers	5-6 / kg live bird
Wholesaler	3-4/ kg live bird

While large aggregators continue to supply DOCs and feed at a low/fair price to their proprietary farms, they supply the same at very high prices to small producers in open market. As a result of this, the small producers are left with very low operational margins. Small producers are also losing their market share because of lack of reliable and sustained supply of inputs like feed and DOC at a fair price, lack of knowledge of standard rearing practices, lack of disease management of flocks and rearing less productive breeds.

In such a scenario, organized poultry farming, where small producers are federated into producer organizations and supported with backward linkages of quality feed, DOCs and forward linkages to the market is the best way to assist small producers improve their operational margins and claim their share in the market.

It is in this context that DMF proposes to promote small holder poultry rearing, federated into Producer Organizations and integrated with backward and forward linkages, in the mining affected areas of Keonjhar district.

Section 5: Terms of Reference

A. Description

This project aims to promote three types of primary producers:

- Broiler producers: refers to poultry farming for meat by women in 600 sq.ft sheds, constructed in the back yard, housing 600 adult poultry birds. Broiler producers undertake about 5-6 batches of poultry rearing annually. A total of 650 poultry producers are proposed to be promoted under this project
- Layer producers: refers to poultry farming for eggs by women doing layer farming in 440 sq.ft sheds, constructed in the backyard, housing 400 layer birds. Layer producers undertake one batch of layer farming to produce about 120,000 eggs annually. A total of 680 layer producers are proposed to be promoted under this project
- Pullet producers: refers to poultry farming for pullets in 500 sq.ft sheds constructed in the backyard, housing 500 pullets. Pullet are reared from layer DOCs for 14 weeks, before being placed with layer producers. Pullet producers undertake three batches of layer farming annually. A total of 170 pullet producers are proposed to be promoted under this project.

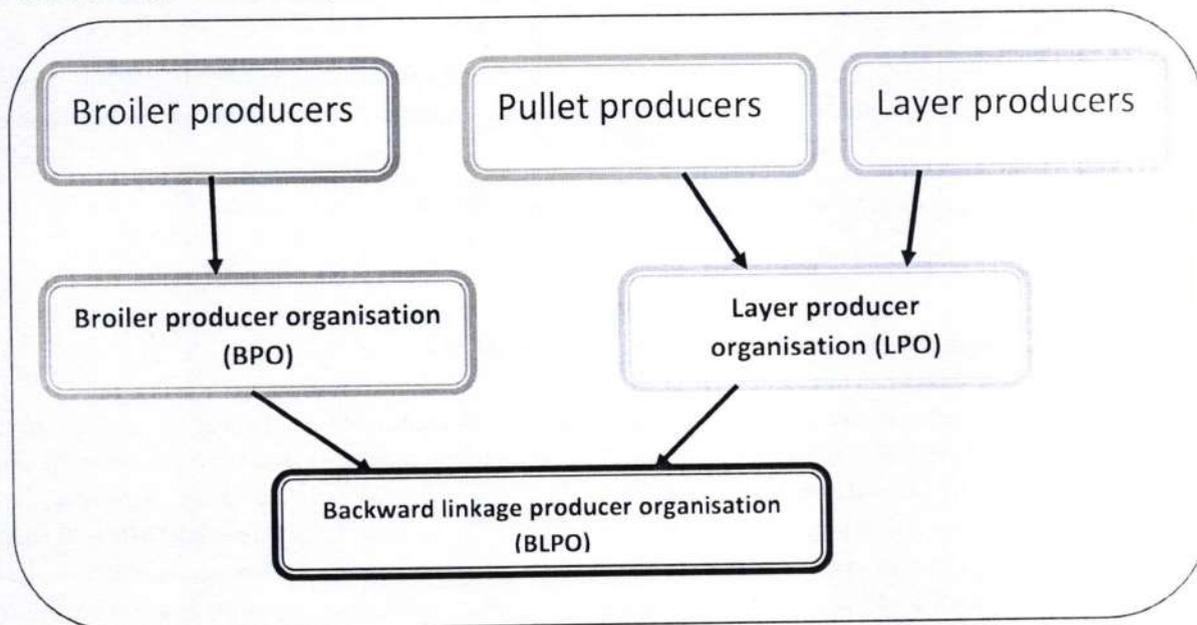
Additionally, this project also aims to promote secondary and tertiary level women's Producer Organizations (POs) which are legal entities formed by primary producers as members, to obtain the benefit of economies of scale. They will provide various goods and services to the producers at a fair price and support in aggregating and marketing the produce collectively. The primary producers will be shareholders in the POs and a part of the profit will be shared among the producers, at the end of every year. Rest of the surplus will be added to its own corpus for further business expansion.

The three POs to be promoted under this project are:

- Broiler Producer Organisation (BPO) comprising of all the Broiler producers and their assets created under this project
- Layer Producer Organisation (LPO) comprising of all the Layer and Pullet producers and their assets created under this project
- Backward Linkage Producer Organisation (BLPO) comprising of representatives from BPO and LPO and the assets* created for backward linkages of BPO and LPO

* The assets of BLPO such as feed plant, integrated parent farm and hatchery will be established in-parallel through government agencies with financial support from DMF. After completion, the assets will be handed over to the BLPO. However this is beyond the immediate scope of this RFP.

The relationships between producers and producer organisations proposed under the project is shown in the following schematic diagram:



B. Project objectives

- To support sustainable, participatory livelihood development of mining affected people through promotion of poultry rearing and poultry producer organisations, in a cluster approach
- To ensure forward and backward linkage for the producers to leverage economies of scale
- To establish strong, women-led producers organisations to secure the long term sustainability of the initiative
- To empower the communities to partner in programme execution, mobilizing knowledge, financial resources and linkages w.r.t. to poultry business for overall improvement in their socio-economic status

C. Project Interventions

- Selection of project villages and beneficiaries (producers)
- Establishment of proposed Producer Organisations (POs) as legal entities
- Construction of individual assets (shed, equipment etc.) for selected poultry, pullet and layer producers
- Capacity building of primary producers around poultry production
- Capacity building of governing body members, field functionaries and supervisors of the POs
- Provision of backward linkages such as DOC, feed, medicine etc. to producers through the POs
- Provision of forward linkages like aggregation and collective marketing of produce such as poultry birds and eggs through the POs
- Mobilization and maintenance of necessary working capital at each and every level

D. Steps in Project Implementation

- Selection of Agency for project implementation
- Signing of MoA between selected agencies and OLM
- Preparation and submission of Detailed Project Report (DPR) by selected Agency
- Administrative Sanction/Approval of DPR
- Execution of project interventions by selected Agency
- Fund release to the selected Agency in a phased manner, as per the actual physical progress made
- Review and monitoring of project

E. Project Duration

The total project of shed construction and other related activities will be phased over two years. Each phase of shed construction will be supported for a period of subsequent one year for capacity building of respective producers whose shed has been constructed. Thus, the project with two phases including all the terms and conditions will be fully implemented in a total period of three years.

F. Project Coverage

The project will be implemented in the mining affected villages of Joda, Jhumpura, Sadar and Banspal blocks in Keonjhar and it will cover 650 broiler producers, 680 layer producers linked with 170 pullet producers.

G. Criteria to be adopted for selection of area

- Project area should be selected in a cluster approach in such a manner that each cluster should have at least 300 producers residing within a radius of 25 km from a central location of the cluster
- Villages chosen in the cluster should be among the list of 491 villages declared to be mining affected by the DMF Trust Board
- Villages chosen in the cluster should be well connected with the nearest highways by all-weather road
- Villages chosen in the cluster should have adequate water supply facilities

H. Criteria to be adopted by the Agencies for selection of producers

- Producers should be women, preferably belonging to ST/SC category
- Producers should be in a position to devote required time for the activity
- Priority should be given to landless (agriculture) and marginal land holding producers, having at least three decimals of homestead land for constructing the shed
- The producers should commit to make a one-time contribution of Rs.5000 and subsequent periodic contributions to respective producer organisation(s)
- The producers should commit to maintain all the valuable assets created under this project
- The producers should be agreeable to work together in groups and contribute labour for their individual shed constructions
- The support towards shed construction covered under this project will be extended for one shed per family only

I. Role of DMF

- Selection of agency for project implementation
- Provide administrative approval and sanction to project
- Facilitate MoA between OLM and the selected agency

- Scrutinise and release funds as per actual bills and requisitions submitted
- Participate in monitoring and evaluation of project
- Fund and facilitate the construction of backward linkage infrastructure (consisting feed plant, integrated parent farm and hatchery) in-parallel

J. Role of Odisha Livelihood Mission (OLM), Keonjhar

- Sign the MOU with the selected agency
- Approve the DPR submitted by the selected agency
- Supervise the progress of the project, on a day-to-day basis
- Verify the bills/requisitions submitted by the selected agency and pass it to DMF for payment
- OLM will be the nodal government department for implementing the project

K. Roles of selected Agency during project period

- Identify suitable beneficiaries of the project, according to the criteria mentioned in section G and H
- Prepare and submit the DPR for approval of OLM
- Mobilize producers to deposit their share capital and other contributions to the respective POs to meet the operating cost
- Organise the producers into three producer organisations as described in section A
- Complete the shed construction and installation of rearing equipment in a timely manner, through the respective POs
- Build the capacity of producers and POs to carry out the business profitably
- Independently mobilize grant/credit of Rs. 30,000/- per producer towards the working capital required for the producer to start rearing of poultry birds in the sheds constructed.
- Ensure that proper book keeping, accounting procedure and decision making processes are followed in the POs
- Attend review meetings conducted by OLM/DMF, from time to time
- The selected agency will be fully responsible for the successful implementation of the project
- It is expected that the respective POs will take over the project from the Selected Agency, once the project period is over and the selected agency's role will limited to those mentioned below (in Section L)

L. Roles of selected Agency in the long run

- The selected agency will execute a service agreement with each of the three POs to
 - Provide long term techno-managerial services to ensure profitability and sustainability of the initiative.
 - Ensure continuous backward and forward linkages to the POs
 - Provide technology up-gradation support to the POs, from time to time
 - Extend support in mobilising credit from financial institutions, for further expansion of the initiative in the future
 - Render services to POs around linkages with national/international poultry associations
 - Render services to producer organisation around linkage with national/international poultry associations
- The selected agency may charge the POs, a nominal service fee, as a percentage of the annual turnover, for providing the above services beyond the project period.

M. Detailed Project Report (DPR)

- It is mandatory for the selected agency to prepare and submit a Detailed Project Report, for the approval of OLM
- The preparation of DPR should be preceded by necessary base line surveys, participatory rural appraisals, focused group discussions with community, palli-sabha etc.
- DPR should clearly spell out the sequencing and timing of the activities during the project period, activity wise necessary linkages and resource support required
- The DPR should explain the revenue model of all the types of producers (Broiler, Layer and Pullet) along with the mechanisms to ensure sustainable incomes at producer's level
- The DPR should consist of necessary maps of the project area with demarcation of the geography of each of the cluster and distances from different units set up in the project
- As the project draws to a close, it is critical that the POs take over the project. It is therefore necessary that a post project sustainability plan should be reflected in the DPR

N. Institutional set up

The following institutional set up is envisaged in the overall implementation of the project:

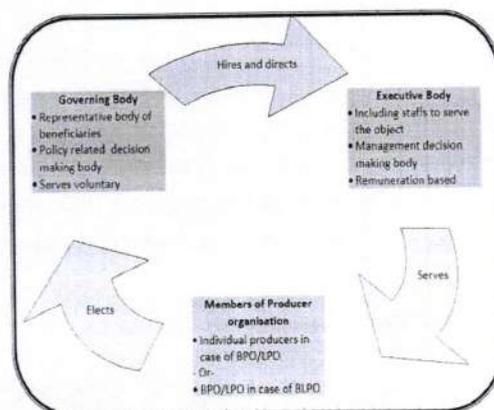
- **Poultry Rearing Group (Hamlet/Village level)**
 - For better planning, execution and management at the grass root level, all the beneficiaries (women) will be organised at hamlet level into Poultry Rearing Group (PRG)
 - PRG will function as an informal body for managing input-output linkages, promoting improved rearing practices and reducing mortality and diseases at hamlet level
 - PRG will conduct periodic meetings at hamlet level related to planning, executing, procurements, distribution and optimum utilisation of input materials/assets at their level
 - Each PRG will be hand held by a supervisor, hired and placed by the respective POs, maintaining the ratio of 1 supervisor: 25 producers.
 - The payment to the supervisor will be calculated as a mutually determined percentage of (weight of) live birds or (number of) eggs sold at the end of each batch by the producers and will be directly borne by the producers.
- **Broiler/ Layer Producer Organisation**
 - Two Producer Organisations (PO) for primary producers are proposed namely a) Broiler Producer Organisation (BPO) b) Layer Producer Organisation (LPO)
 - Each producer will have equal share holding in the respective PO
 - POs will promote Poultry/Layer farming with the producers in the sheds constructed and will provide day-to-day services to producers, both during and after the completion of this projects
 - POs will facilitate credit linkage to the producers and maintain appropriate working capital and reserves to run the business
 - POs will provide necessary backward and forward linkages to the producers, by aggregation of inputs and outputs of the producers
 - POs will liaison with various government departments/functionaries and assist producers in convergence activities
 - POs will pay grower's charges at the end of each batch (for broiler) and month (for layer and pullet). Additionally, the PO will pay annual deferred grower's charges to producers, at the end of each financial year, which will be linked to the efficiency of production of the producers.

- **Backward Linkage Producer Organisation (BLPO)**

- BPO and LPO will have equal shareholding (50:50) in the BLPO
- BPO/LPOs belonging to Keonjhar district alone can become a member in the BLPO
- BLPO will own and maintain all the assets* established under DMF to provide backward linkages to the POs/Producers
- BPLO will provide feed and Day-Old Chicks (DOC) to the members of the Broiler PO and Layer PO, at a fair price determined by the governing body of the BLPO, which will have an equal representation from the governing bodies of BPO and LPO.
- BLPO will also meet the various techno-managerial needs of broiler and layer POs
- BLPO will also serve as an apex body and extend support to broiler and layer POs in mobilising financial and human resources

O. Guidelines for producer organisations under the project:

- The POs promoted under this project will be registered as a not-for-profit entity under section 8 of the Company's Act, 2013
- Each producer will become a member of the PO, only after depositing Rs.5000 towards the operational cost of the PO and receiving share certificate
- The bylaw of the PO will include (along with others) the following mandatory clauses related to
 - membership of producers
 - formation of Governing Body represented by producers
 - formation of Executive Committee represented by producers
 - periodic rotation of representatives in Governing Body and Executive Committee
 - holding annual general meetings
 - objectives of PO including activities and business related to the value chain of poultry production
 - HR policy including staff selection, training, numbers and types of staff to be deployed, roles of staffs etc.
 - Financial policy including share capital, source of capital, calculation of grower's charges, profit sharing, etc.
- Institutional arrangement of producer organisations under the project is shown in the following schematic diagram:



* The assets of BLPO such as feed plant, integrated parent farm and hatchery will be established in-parallel through government agencies with financial support from DMF. After completion, the assets will be handed over to the BLPO. However this is beyond the immediate scope of this RFP.

P. Training and capacity building of producers

- Concept seeding and exposure visit of *potential producers* under the project, supplemented by exposure to a nearby poultry cluster
- Exposure of *selected producers who have contributed their share capital*, to a matured/successfully running poultry cluster
- Training (10 days residential) of *selected producers who have completed the construction of their sheds* with respect to broiler/layer rearing processes including package of practices, medication, vaccination, use of technology etc.
- Refresher training of *selected producers who have started rearing* (and agency staff) in the subsequent years

Q. Training and capacity building of members of Governing body/Executive Committee and supervisors

- Exposure visit (of 2-3 days) of governing body members to matured/ successfully running poultry clusters within and outside Odisha
- Training of supervisors of producer organisations (40-45 days residential) where each of them must mandatorily rear one batch of poultry and learn other aspects related to poultry rearing in order to render quality services to producers.

(Note: The training of supervisors will have to be completed before placement of Day Old Chicks (DOC) in the constructed sheds of the producers)

R. Monitoring and Evaluation

The principle of monitoring and evaluation will be based on the following:

- Physical and Financial progress viz-a-viz approved DPR/MOA signed
- Governance and performance of producer organisations
- Transparency and accountability in processes and fund management

General performance indicators for the project:

- Number of broiler, layer and pullet sheds constructed
- Procurement and installation of rearing equipments
- Registration of Producer Organisations
- Rearing in the constructed sheds vis-a-vis proposed production benchmarks in the DPR
- Number of trainings completed in accordance with DPR
- Average annual income per producer

General performance indicators for the POs:

- Average annual turnover of the POs
- Average Profit After Tax (PAT) of the POs
- Debt/Liabilities of the POs

The mechanism to undertake monitoring and evaluation are as following:

Annual monitoring:

- A quarterly target vs. achievement report will be submitted by the agency to describe the extent of physical and financial achievements and explain the deviations, if any.

- A digital dashboard will be set up by the agency to track member-wise performance parameters such as mortality, feed consumption ratio, efficiency index etc. for periodic monitoring
- An annual audit of the POs will be carried out at the end of each financial year. The audit will be also be accompanied by an annual report on performance of the POs. The agency will facilitate the preparation of both the reports and place it in the Governing Board of the POs for approval. The agency will share the approved copy of the reports with OLM and DMF

Midterm evaluation:

- A mid-term evaluation of the project will be undertaken to measure the outputs of the project and document the lessons learnt so far, in order to undertake necessary course correction for the successful completion of the project

Final evaluation:

- A final evaluation will be carried out at the end of the project period to assess the socio-economic impact of the project on the mining affected families, systems and techno-managerial practices established for the long-term sustainability of the POs and additional resources/support (if any) required for further scale up of the project in the future.

The midterm and final evaluation will be carried out by a committee constituted for the purpose by the District Collector cum Management Trustee of DMF, Keonjhar.

NOTE:

All assets and properties created under the project will be the property of the community under stated institutional arrangement and selected agency will have no rights over it.

S. Team Composition

The agencies will engage qualified and experienced technical personnel for the effective implementation of the project.

Following is the recommended minimum team to deployment by agency, exclusively for this project:

S.No	Staffing/Position	Basic qualification	No of staff
1	Project Manager	B.V.Sc./B.Tech(PT)/MBA with at least 5 years' experience of managing livelihood projects in reputed NGOs/Government	1
2	Civil Engineer	B.E/B.Tech. in Civil Engineering with at least 2 years' relevant experience	1
3	Executive (Community Mobilisation)	Graduate with at least 2 years' relevant experience in the poultry sector	4
4	Project Assistant	Graduate	5
5	Accountant	M.Com	2

1. Project Manager

Skills/competencies required:

- Good at project management and team management
- Competent in using IT tools including MS Office suite
- Working knowledge of accounts and book keeping
- Experience of community mobilisation
- Oral and written skills in English and Odiya, with effective documentation skills

Job Description:

The Project manager will be required to perform the following duties.

- Build and maintain a high-performance team of Executives, Project Assistants, Civil Engineers and Accountant.
- Make an effective plan (DPEP) for the entire project with the help of his team
- Facilitate village/community/stakeholder meetings
- Select right beneficiaries/producers under the project
- Regularly monitor the financial as well as physical progress of the work
- Facilitate the formation of hamlet level Poultry Rearing Groups (PRG) and Producer Organisations
- Facilitate relevant capacity building programmes for all project stakeholders
- Facilitate the procurement of equipment/tools budgeted under the project
- Facilitate physical verification and measurements of project activities/works done
- Report to OLM/DMF timely about the progress of work
- Liaison with relevant stakeholders for fulfilment of project goals
- Maintain Management Information System (MIS) of the project and prepare physical progress and impact reports, best practices/ success stories of project
- Provide handholding support for sustainability of project interventions in the long run
- Any other relevant work assigned by OLM/DMF, from time to time

2. Civil Engineer

Skills/competencies required:

- Proficient at making engineering designs and drawings
- Experienced at providing layouts and technical support to the beneficiaries/producers, preparing and periodically updating Measurement Books (MB), undertaking testing of materials used (on a sampling basis) and ensuring quality of construction
- Oral and written skills in English and Odiya

Job Description:

- Make necessary drawings and estimates of the shed to be constructed under the project as per the approved budget
- Provide lay out for the sheds to be constructed under the project
- Train and equip project assistants to effectively supervise the shed construction works at each level, update the MB books, prepare and submit the bills
- Ensure quality norms for materials and construction as per relevant engineering standards
- Facilitate necessary approvals of civil works under the project from competent authorities

3. Executive (Community Mobilisation)

Skills/competencies required:

- Excellent in community mobilisation
- Experience of working in poultry sector
- Ability to conduct trainings at village level
- Good oral and written skills in English and Odiya

Job Description:

The Executive will perform the following duties:

- Explore and identify appropriate clusters and villages for undertaking the project
- Organize community meetings
- Mobilise community for the project
- Facilitate exposure visits of community to nearby poultry clusters
- Select final list of beneficiaries/producers under the project
- Mobilize one-time contribution of Rs.5000 from producers towards the respective PO
- Facilitate the membership of producers in the respective PO
- Conduct various training programmes under the project
- Assist in managing the Management Information system (MIS)
- Any other project related work assigned by Project manager

4. Project Assistant

Job Description:

- Assist the Civil Engineer in identification of appropriate clusters/villagers and producers under the project
- Assist Executive in community mobilization and organize stakeholder meetings
- Undertake PRA exercise at the hamlet/village level
- Conduct baseline surveys and assist in preparation of DPEP
- Assist Executive in conducting training/capacity building programs
- Support Civil Engineer to ensure construction of quality sheds as per approved drawing/estimate within schedule
- Support Civil Engineer to maintain/update Measurement Books (MB)
- Provide necessary hand holding support to producers, throughout the project period

5. Accountant

Skill/competencies required:

- Well versed with accounting standards, financial rules and practices
- Knowledge of ERP software packages
- Experience in registration of Producer Organizations
- Proficient in facilitating annual financial audits

Job Description

- Maintain day-to-day book of accounts
- Maintain all records, ledgers and relevant documents under the project
- Process bills and vouchers for submission to OLM/DMF
- Ensure timely registration of the Producer Organizations under relevant laws

- Train and build capacity of staff engaged under the POs related to financial matters
- Inspect accounts of the POs periodically and ensure that the books of accounts are maintained properly
- Prepare and submit annual financial reports
- Process salaries and reimburse claims
- Liaison with bank on various issues and prepare bank reconciliation statements
- Comply with all statutory and legal requirements in a timely manner
- Comply with all audit requirements

Section 6: Instruction to Agencies

- 1.1 The District Collector cum Chairperson and Managing Trustee, District Mineral Foundation (DMF), Keonjhar will select Agencies, in accordance with the method of selection specified below.

Name of the Client: District Collector cum Chairperson and Managing Trustee, District Mineral Foundation (DMF), Keonjhar

Method of selection: Pre-Qualification of eligible Agencies followed by Quality Based Selection [QBS]

- 1.2 Interested Agencies are invited to submit a Proposal, for the assignment named below.

Name of the Project: Selection of Agencies for '**livelihood enhancement of people in mining affected areas of Keonjhar through promotion of household level poultry producer and poultry producer organisations**' under DMF.

The detailed scope of the project has been described in the Terms of Reference in Section 5.

- 1.3 **The Proposal submission address is:**

District Collector cum Chairperson and Managing Trustee,
District Mineral Foundation (DMF), Keonjhar
Second Floor,
District Rural Development Agency (DRDA), Keonjhar
Keonjhar – 758001
Email: dmfkeonjhar@gmail.com

- 1.4 The Proposal (comprising of Pre- Qualification documents, Technical Proposal and Financial Proposal) must be submitted by hand or by registered/speed post, which should be received by the Client, no later than the following date and time: 23/03/2019, Time: 17:00 hrs

- 1.5 The Proposal, technical presentation, and any clarifications provided by the Agencies along with the Terms of Reference provided in the RFP will be the basis for selection and ultimately for a signed Contract with the selected Agencies.

- 1.6 **Applicant Clarifications:**

- a) The Client shall invite queries from Applicant Agencies as per the details mentioned in the Fact Sheet of this document
- b) The Applicants must ensure that their queries should reach DMF, Keonjhar, on or before last date mentioned in Fact Sheet of this document only through the e-mail of the Client i.e. dmfkeonjhar@gmail.com.
- c) The queries should necessarily be submitted in the following format:

Section/Page No.	Content of RFP requiring clarification	Change/clarification requested	Remarks

- d) Client shall not be responsible for ensuring that the Applicant's queries have been received by them.
- e) Any requests for clarifications post the indicated date and time may not be entertained by the Client.
- f) The purpose of query clarification is to provide the Applicants with information regarding the RFP, project requirements, and opportunity to seek clarification regarding any aspect of the RFP and the project.
- g) However, the Client reserves the right to hold or re-schedule the process.

Responses to Queries and Issue of Corrigendum

- a) The Authorized Representative of the Client will endeavour to provide timely response to the queries. However, no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does undertake to answer all the queries that have been posed by the Applicants.
 - b) At any time prior to the last date for receipt of Proposals, the Client may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Applicant, modify the RFP Document by a corrigendum.
 - c) The Corrigendum (if any) & clarifications to the queries from all Applicants will be uploaded on the website <http://kendujhar.nic.in>. Any such corrigendum shall be deemed to be incorporated into this RFP. There will not be any press notification on corrigendum.
 - d) In order to provide prospective Applicants reasonable time for taking the corrigendum into account, the Client may discretionally extend the last date for the receipt of Proposals.
 - e) The Client's representative is: Project Director, District Rural Development Agency (DRDA) cum Chief Executive, District Mineral Foundation, Keonjhar.
- 1.7 Agencies shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. The Client is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Agencies.

1.8 Conflict of Interest

- a) Client requires that Agencies shall perform the required services, provide professional, objective, and impartial advice and always hold the Client's interest paramount, strictly avoid conflicts of interest with other assignments or their own interests and act without any consideration for future work. Without limitation on the generality of the foregoing, Agencies, and any of their affiliates, shall be considered to have a conflict of interest and shall not be engaged, under any of the circumstances set forth below:

Conflicting Relationships:

- b) An Agency (including its Personnel and Sub-Agencies) that has a business or family relationship with a member of the Client's staff who is directly or indirectly involved in any part of (i) the preparation of the Terms of Reference of the Assignment, (ii) the selection process for such Assignment or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Client throughout the selection process and the execution of the Contract.
- c) Agencies have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the Client, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Agencies or the termination of its Contract.

- c) No Agency or current employees of the Client shall work as Agency under their own ministries, departments or agencies.

1.9 Unfair Advantage

If an applicant agency could derive a competitive advantage from having provided other services related to the assignment in question, the Client shall make available to all other Agencies together with this RFP all information that would in that respect give such Agency any competitive advantage over competing Agencies.

1.10 Fraud and Corruption

It is required that Agencies participating in the project adhere to the highest ethical standards, both during the selection process and throughout the execution of a contract.

The Client:

a) Defines the terms set forth below as follows:

- i. "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official or members of the Evaluation Committee, in the selection process or in contract execution;
 - ii. "fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of a contract;
 - iii. "collusive practices" means a scheme or arrangement between two or more Agencies with or without the knowledge of the Client, designed to establish prices at artificial, non-competitive levels;
 - iv. "coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract;
- b) will reject a proposal for award, if it determines that the Agency recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question;

Applicant Agencies should be aware of the provisions on fraud and corruption stated in the specific clauses in the Contract.

1.11 Only one Proposal

An Agency may only submit one proposal. If an Agency submits or participates in more than one proposal, all such proposals shall be disqualified.

1.12 Proposal Validity

Proposals must remain valid for 120 days after the submission date. During this period, Agencies shall maintain the availability of Professional staff nominated in the Proposal and fully commit to their financial proposal, unchanged. The Client will make its best effort to complete negotiations within this period. Should the need arise; however, the Client may request Agencies to extend the validity period of their proposals. Agencies who agree to such extension shall confirm that they maintain the availability of the Professional staff nominated in the Proposal, unchanged, or in their confirmation of extension of validity of the Proposal, Agencies could submit new staff in replacement, which would be considered in the final evaluation for contract award. Agencies who do not agree, have the right to refuse to extend the

validity of their Proposals, under such circumstances, the Client shall not consider such proposal for further evaluation.

1.13 Preparation of Proposals

- a) The Proposal as well as all related correspondence exchanged by the Agencies and the Client, shall be written in English
- b) In preparing their Proposal, Agencies are expected to examine in detail the documents comprising the RFP. Material deficiencies in providing the information requested may result in rejection of a Proposal.

The Proposal consists of three parts (i) Pre-Qualification documents (ii) Technical Proposal (iii) Financial Proposal

1.14 Pre-Qualification Documents

The Technical Proposals of only those Agencies who meet the pre-qualification criteria in the table below will be opened. Agencies failing to meet these criteria or not submitting requisite proof for supporting pre-qualification criteria are liable to be rejected summarily. Applicant Agencies should fill the Pre-Qualification Forms which is included in Section 7 of this RFP. The filled up, Pre-Qualification Form and the supporting documents should be enclosed in a separate envelope marked as '**Pre Qualification Documents**'

S.No	Basic Requirement	Specific Requirement	Documents Required
1.	Legal Entity	The Agency should be a not-for-profit organization registered under <ul style="list-style-type: none"> • Societies' Registration Act 1860 • Indian Trust Act 1882 • Companies Act 1956 	<ul style="list-style-type: none"> • Certificate of incorporation • Registration Certificate • PAN No. • GST No.
2.	Operation	The Agency should have been in operation for the past 3 years as on 31/03/18 and filed ITRs for the last 3 FYs	Last three FY's Audited Financial Statement duly signed by a Chartered Accountant
3.	Financial Capacity	The Agency should have an average annual turnover of at least Rs 100 lakhs over the last three FYs (15-16, 16-17 & 17-18). This must be the individual Agency's turnover and not that of group companies/organizations.	Average Annual Turnover Statement (Pre-Qualification Form 2)
4.	Consortium	No consortium / JVs / associations / subcontracting shall be allowed under this project	Declaration of submitting as independent Agency from the Authorized Signatory
5.	Blacklist	The Agency should not have been blacklisted by any Central / State Government Ministry in India or Public Sector Undertakings or any Government	Undertaking by the Authorised Signatory

		Agencies	
6.	Experience	The Agency should have prior experience of implementing animal husbandry projects	Copies of Work Orders/ Sanction Orders/ MOUs/ Engagement Letters/ Completion Certificates or equivalent documentary evidence should be provided as proof
7.	Authorized Representative	A Power of Attorney/ Board Resolution in the name of the person signing the proposal	Original Power of Attorney or Board Resolution Copy
8.	Cost of Tender/ Tender Fee	The Agency should furnish a Tender Fee of Rs 5,000 (Rupees Five Thousand Only), in the form of Demand Draft in favour of <i>The District Collector cum Chairman and Managing Trustee, District Mineral Foundation (DMF), Keonjhar</i>	Original Demand Draft
9.	Earned Money Deposit (EMD)	The Agency should furnish an EMD of Rs 50,000 (Rupees Fifty Thousand Only), in the form of Demand Draft in favour of <i>The District Collector cum Chairman and Managing Trustee, District Mineral Foundation (DMF), Keonjhar</i>	Original Demand Draft

NOTE: The copies of documents submitted towards Pre-qualification criteria are to be substantiated through production of originals, if and when required.

1.15 Technical Proposal Format and Content

Applicant Agencies are required to fill the **Tech Form**. The filled up Tech Forms (in Section 7) should be enclosed in a separate envelope along with all necessary/supporting documents to justify the claims. The supporting documents have to be produced in original by the applicant Agencies, if and when demanded by the Client. Submission of the wrong type of Technical Proposal will result in the Proposal being deemed non-responsive.

The formats of the Technical Proposal (in Section 7) to be submitted are:

- a) Tech Form 1: Technical Evaluation form
- b) Tech Form 2: Letter of Proposal Submission
- c) Tech Form 3: Agency's Organization and Experience
- d) Tech Form 4: Description of Approach, Methodology and Work plan for performing the assignment
- e) Tech Form 5: Team Composition and Task Assignments
- f) Tech Form 6: Curriculum Vitae (CV) for proposed staff
- g) Tech Form 7: Undertaking regarding any Conflicting Activities and Declaration thereof

The Technical Proposal shall not include any financial information. A Technical Proposal containing financial information shall be declared non-responsive.

1.16 Financial Proposals

The Financial Proposal shall be prepared using the attached Fin. Form (in Section 8). The financial proposal shall not include any conditions attached to it and any such conditional financial proposal shall be rejected.

1.17 Tender Fee, Earnest Money Deposit (EMD) and Performance Guarantee

Tender Fee

Tender Fee of Rs. 5,000/- (Rupees Five Thousand Only), in the form of Demand Draft (DD) drawn in favour of "District Collector cum Chairperson and Managing Trustee, District Mineral Foundation (DMF), Keonjhar" and payable at Keonjhar, must be submitted along with the Proposal. Proposals not accompanied by Tender Fee shall be rejected as non-responsive.

1.18 Earnest Money Deposit

An Earnest Money Deposit (EMD) of Rs. 50,000/- (Rupees Fifty Thousand Only), in the form of Demand Draft (DD) drawn in favour of "District Collector cum Chairperson and Managing Trustee, District Mineral Foundation (DMF), Keonjhar" and payable at Keonjhar, must be submitted along with the Proposal. Proposals not accompanied by Earnest Money Deposit (EMD) shall be rejected as non-responsive. No interest shall be payable by the Client for the sum deposited as EMD and no Bank Guarantee will be accepted in lieu of the EMD. The EMD of the successful and unsuccessful bidders will be returned within one month of signing of the contract.

The EMD shall be forfeited by the Agencies in the following events:

- a) If Proposal is withdrawn during the validity period or any extension agreed by the applicant Agencies thereof
- b) If the Proposal is varied or modified in a manner not acceptable to the Client after opening of Proposal during the validity period or any extension thereof
- c) If the Agencies tries to influence the evaluation process
- d) If the selected Agencies withdraws its proposal during negotiations

1.19 Performance Bank Guarantee

The selected Agency shall be required to furnish a Performance Bank Guarantee of Rs 20,00,000/- (Rupees Twenty Lakhs Only) in the form of an unconditional and irrevocable bank guarantee from a Nationalized/Scheduled bank in India in favour of "District Collector cum Chairperson and Managing Trustee, District Mineral Foundation (DMF), Keonjhar" for the entire period of contract with 90 days claim period. The bank guarantee must be submitted after award of contract but before signing of contract. The successful bidder must renew the bank guarantee on same terms and conditions for the period up to contract including extension period, if any. Performance Bank Guarantee will be returned only after successful completion of tasks assigned to them and only after adjusting/recovering any dues recoverable/payable from/by the Agency on any account under the contract. On submission of this performance guarantee and after signing of the contract, demand draft submitted towards EMD will be returned in original. The format for the Performance Bank Guarantee is the same as the "Format of Bank Guarantee" provided in as part of the RFP in Annexure I.

1.20 Submission, receipt and opening of proposals

- a) The Proposals (Pre-Qualification, Technical Proposal and Financial Proposal) shall contain no interlineations or overwriting, except as necessary to correct errors made by the Agencies themselves.

The under-signee person for the proposal must provide his initial beside such corrections. Submission letters for the Technical Proposal and Financial Proposals should respectively be in the format specified.

- b) An authorized representative of the Agency shall initial all pages of the original Pre-Qualification, Technical and Financial Proposals. The authorization shall be in the form of a written power of attorney accompanying the Technical and Financial Proposals or in any other form demonstrating that the representative has been dully authorized to sign.
- c) The Pre- Qualification form and all documents (listed in 1.14) including the Tender Fee, EMD, declaration of submission as independent agency and power of attorney shall be placed in a separate sealed envelope clearly marked "PRE- QUALIFICATION DOCUMENTS". The Technical Proposal including all the Tech Forms and supporting documents (listed in 1.15) shall be placed in a separate sealed envelope clearly marked "TECHNICAL PROPOSAL". Similarly, the Financial Proposal including the Fin Form (described in 1.16) shall be placed in a separate sealed envelope clearly marked "FINANCIAL PROPOSAL" All the three sealed envelopes shall be placed in an outer envelope and sealed. This outer envelope shall bear the submission address and shall be clearly marked "**DO NOT OPEN, EXCEPT IN PRESENCE OF THE OFFICIAL APPOINTED, BEFORE 11:00 hrs on 26/03/2019**". The Client shall not be responsible for misplacement, loss or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may also be deemed as fit case for Proposal rejection. If the Proposal is not submitted in separate sealed envelopes duly marked as indicated above, this will constitute grounds for declaring the Proposal non- responsive.
- d) The Proposals must be sent to the address indicated and received by the Client no later than the time and the date of submission, or any extension to this date in accordance with corrigendum. Any proposal received by the Client after the deadline for submission shall be returned unopened.
- e) From the time the Proposals are opened to the time the Contract is awarded, the Agencies should not contact the Client on any matter related to its Technical and/or Financial Proposal. Any effort by Agencies to influence the Client in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Agencies' Proposal.

1.21 Evaluation of Technical Proposal

- a) An Evaluation Committee (EC) will be constituted by the Client for the purpose of evaluating the proposals.
- b) In the first stage of evaluation, only responsive proposals which satisfy the Pre-Qualification Criteria shall be further taken up for evaluation. A Proposal shall be rejected if it is found deficient as per the requirements indicated.
- c) The EC shall then evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and by applying the evaluation criteria, sub-criteria specified in the Table below.
- d) The Evaluation Committee while evaluating the Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded and the competent authority accepts the recommendation.
- e) Agencies shall also make a presentation before the Evaluation Committee, which will be evaluated.
- f) Each responsive Proposal will be given a technical score.
- g) A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP and particularly the Terms of Reference or if it fails to achieve the minimum technical score indicated below.

Criteria, sub-criteria, and points system for the Evaluation of Technical Proposals:

Sl.	Evaluation Criteria	Max. Marks
1.	Experience *	30
1.1	<p>Prior experience of promoting Producer Organisations (POs) in Odisha</p> <p>(Marks awarded would be a summation of the Annual Turnover of individual POs i.e. $T = T1 + T2 + T3 + \dots T(n)$ for the FY 2017-18)</p> <p><u>Scoring Criteria:</u> Rs. 10 Lakh – 19.99 Lakh = 1 mark Rs. 20 Lakh – 49.99 Lakh = 3 marks Rs. 50 Lakh – 99.99 Lakh = 5 marks Rs. 100 + Lakhs = 7 marks</p>	7
1.2	<p>Prior experience of promoting poultry based Producer Organisations (POs)</p> <p>(Marks awarded would be a summation of the Annual Turnover of individual POs i.e. $T = T1 + T2 + T3 + \dots T(n)$ for the FY 2017-18)</p> <p><u>Scoring Criteria:</u> Rs. 1 Crore – 19.99 Crore = 2 marks Rs. 20 Crore – 49.99 Crore = 4 marks Rs. 50 Crore – 99.99 Crore = 6 marks Rs. 100 Crore – 199.99 Crore = 8 marks Rs. 200+ Crore = 10 marks</p>	10
1.3	<p>Prior experience of partnering with Animal Husbandry Department/SRLM/NRLM of states with respect to Poultry/Animal Husbandry projects</p> <p>(Marks awarded would be a summation of the years of experience of individual POs i.e. $Y = Y1 + Y2 + Y3 + \dots Y(n)$)</p> <p><u>Scoring Criteria:</u> $3 < Y < 4.99 = 1$ mark $5 < Y < 9.99 = 3$ marks $10 < Y < 14.99 = 5$ marks $Y > 15+ = 7$ marks</p>	7
1.4	<p>Average Annual Turnover of the applicant Agency during the last three FYs i.e. 2015-16, 2016-17, 2017-18</p> <p><u>Scoring Criteria:</u> Rs. 1 Crore – 1.49 Crore = 2 marks Rs. 1.5 Crore – 1.99 Crore = 4 marks Rs. 2+ Crore = 6 marks</p>	6
2	Personnel	10
2.1	Project Manager (Full time) – 1CV	3
2.2	Civil Engineer (Full time) – 1 CV	2
2.3	Executive - Community mobilisation (Full time) - 4 CVs	5

Sl.	Evaluation Criteria	Max. Marks
3	Presentation of Approach, Methodology and Work Plan before the evaluation committee	10

* Only experiences between 1st April, 2008 and 31st March, 2018 will be entertained.

Note: The minimum qualifying mark is: 30 (60%)

1.22 Evaluation of Financial Proposal

- a) The Financial Proposal is only a declaration of acceptance of the proposed budget by the Agencies and is non-evaluative in nature.
- b) Financial Proposals of only those Agencies who are technically qualified (i.e. obtain minimum 60% in Technical Evaluation) shall be opened.

1.23 Final Selection of Agencies

The applicant Agencies who are technical qualified (i.e. obtain minimum 60% in Technical Evaluation) shall be ranked on the basis of marks obtained in the Technical Evaluation and the Agency scoring the highest marks will be selected by the Client.

1.24 Expected date and address for contract negotiations

Date to be communicated later.

Address:

District Collector cum Chairperson and Managing Trustee,
District Mineral Foundation (DMF), Keonjhar
Second Floor,
District Rural Development Agency (DRDA), Keonjhar
Keonjhar – 758001
Email: dmfkeonjhar@gmail.com

Expected date and place for commencement of services

To be communicated later.

1.25 Negotiations

Negotiations will be held at the address indicated above. The invited Agency will, as a pre-requisite for attendance at the negotiations, confirm availability of all Professional staff. Failure in satisfying such requirements may result in the Client proceeding to negotiate with the next-ranked Agency. Representatives conducting negotiations on behalf of the Agency must have written authority to negotiate and conclude a Contract.

a) Technical Negotiations

Negotiations will include a discussion of the Technical Proposal including the proposed technical approach and methodology, DPR preparation, work plan, organization and staffing, and any suggestions made by the Agency to improve the Terms of Reference. The Client and the Agency will finalize the Terms of Reference, staffing schedule, work schedule, logistics, and reporting. These documents will

then be incorporated in the Contract as "Description of Services". Special attention will be paid to clearly defining the inputs and facilities required from the Client to ensure satisfactory implementation of the assignment. The Client shall prepare minutes of negotiations which will be signed by the Client and the Agency.

b) Financial Negotiations

After the technical negotiations are over, financial negotiations will be carried out in order to discuss any changes in financials due to change in scope of work or due to clarification on any aspect of the technical proposal during the technical negotiations. Under ordinary circumstances, the financial negotiation shall not result in any increase in the proposed budget. However, in case of exceptional reasons/circumstances, the client may consider an increase/modification in the budget.

c) Conclusions of Negotiations

Negotiations will conclude with a review of the draft Contract. To complete negotiations the Client and the Agency will initial the agreed Contract. If negotiations fail, the Client will invite the next-ranked Agency to negotiate a Contract.

1.26 Award of Contract

- a) After completing negotiations, the Client shall issue a Letter of Intent to the selected Agency, and promptly notify all Agencies who have submitted proposals about the decision taken.
- b) The Agency will sign the contract after fulfilling all the formalities/pre-conditions including submission of the Performance Bank Guarantee within 7 working days of issuance of the Letter of Intent.

1.27 Confidentiality

Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Agencies who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Agency of confidential information related to the process may result in the rejection of its Proposal.

Section 7: Standard Forms

Pre-Qualification Form 1

S.No	Basic Requirement	Specific Requirement	Documents Required	Document Submitted (Yes/No)
1.	Legal Entity	The Agency should be a not-for-profit organization registered under <ul style="list-style-type: none"> • Societies' Registration Act 1860 • Indian Trust Act 1882 • Companies Act 1956 	<ul style="list-style-type: none"> • Certificate of incorporation • Registration Certificate • PAN No. • GST No. 	
2.	Operation	The Agency should have been in operation for the past 3 years as on 31/03/18 and filed ITRs for the last 3 FYs	Last three FY's Audited Financial Statement duly signed by a Chartered Accountant	
3.	Financial Capacity	The Agency should have an average annual turnover of atleast Rs 1 crore over the last three FYs (15-16, 16-17 & 17-18). This must be the individual Agency's turnover and not that of group companies/organizations.	Average Annual Turnover Statement (Supporting form 'Pre-Qualification Form 2')	
4.	Consortium	No consortium / JVs / associations / subcontracting shall be allowed under this project	Declaration of submitting as independent Agency from the Authorized Signatory (Supporting form 'Pre-Qualification Form 3')	
5.	Blacklist	The Agency should not have been blacklisted by any Central / State Government Ministry in India or Public-Sector Undertakings or any Government Agencies	Undertaking by the Authorised Signatory (Supporting form 'Pre-Qualification Form 4')	
6.	Experience	The Agency should have prior experience in implementing a livestock management project	Copies of Work Orders/ Sanction Orders/ MOUs/ Engagement Letters/ Completion Certificates or equivalent documentary evidence should be provided as proof	
7.	Authorized Representative	A Power of Attorney/ Board Resolution in the name of the person signing the proposal	Original Power of Attorney or Board Resolution Copy	
8.	Cost of Tender/ Tender Fee	The Agency should furnish a Tender Fee of Rs 5,000 (Rupees Five Thousand Only), in the form	Original Demand Draft	

		of Demand Draft in favour of <i>The District Collector cum Chairperson and Managing Trustee, District Mineral Foundation (DMF), Keonjhar</i>		
9.	Earned Money Deposit (EMD)	The Agency should furnish an EMD of Rs 50,000 (Rupees Fifty Thousand Only), in the form of Demand Draft in favour of <i>The District Collector cum Chairperson and Managing Trustee, District Mineral Foundation (DMF), Keonjhar</i>	Original Demand Draft	

Note: All claims should be substantiated through production of supporting documents. All supporting documents should have the period of execution, along with details of the project components, partners etc., clearly highlighted.

Pre-Qualification Form 2

AVERAGE ANNUAL TURNOVER STATEMENT

The Average Annual Turnover statement of <name of the organisation>, at<address of the organisation>, for the last three financial year are given below and certified that the statement is true and correct.

Sl. No.	Financial Year	Turnover in lakhs (₹)
1	2015-16	
2	2016-17	
3	2017-18	
4	Average annual turnover statement	

Date:

Signature of Chartered Accountants

Place:

Seal:

Membership No:

Note:

1. To be issued on the letter head of the Chartered Accountant
2. The annual average turnover statement will be invalid without the membership number of the Chartered Accountant

Pre-Qualification Form 3

NON-CONSORTIUM DECLARATION

We,<name of the Organisation>, having our registered office at , <HQ address of the Organisation> hereby declare that we are submitting this proposal in reference to the Request for Proposal for the "Selection of an Agency for **'Livelihood enhancement of people in mining affected areas of Keonjhar through promotion of household level poultry producers and poultry producer organisations'** under District Mineral Foundation (DMF), Keonjhar.

We declare that we are submitting this proposal as an independent agency, and not as a part of any consortium/Joint Venture/Associations.

We also acknowledge that in case of misrepresentation of the information, our proposal / contract shall be rejected / terminated at any stage by the client, which shall be binding on us. Any loss or damage to the client, on this count will be compensated by us.

Date:

Authorised Signature

Place:

Name and Title of Signatory

Seal:

Note: To be issued on the letter head of the organisation

Pre-Qualification Form 4

NON-BLACKLIST UNDERTAKING

We,<name of the Organisation>, having our registered office at , <HQ address of the Organisation> hereby declare that we are submitting this proposal in reference to the Request for Proposal for the "Selection of an Agency for 'Livelihood enhancement of people in mining affected areas of Keonjhar through promotion of household level poultry producers and poultry producer organisations' under District Mineral Foundation (DMF), Keonjhar.

We declare that we have not been blacklisted by any Ministry / Department / Public Sector Undertaking or any other agency of the Central/State Government.

We declare that there are no proceedings, disputes or enquiries pending against us in connection with cheating, misappropriation of funds or exploitation of beneficiary.

We also acknowledge that in case of misrepresentation of the information, our proposal / contract shall be rejected / terminated at any stage by the client, which shall be binding on us. Any loss or damage to the client, on this count will be compensated by us.

Date:

Authorised Signature

Place:

Name and Title of Signatory

Seal:

Note: To be issued on the letter head of the organisation

Technical Proposal Forms

Tech Form 1: Technical Evaluation Form:

Sl.	Evaluation Criteria	To be filled by agencies		Supporting Documents (to be submitted mandatorily)
1.	Experience *			
1.1	Prior experience of promoting Producer Organisations (POs) in Odisha (Marks awarded would be a summation of the Annual Turnover of individual POs i.e. $T = T1 + T2 + T3 + \dots T(n)$ for the FY 2017-18)	<i>PO</i>	<i>Annual Turnover FY 2017-18</i>	1. Incorporation certificate of the POs 2. Bye-laws/MoA & AoA of the POs 3. Document establishing relation between applicant Agency and the POs 4. Audited Statement of the POs of the FY 2017-18
		<i>PO 1</i>	<i>T1</i>	
		<i>PO 2</i>	<i>T2</i>	
		
		<i>PO (n)</i>	<i>T(n)</i>	
1.2	Prior experience of promoting poultry Producer Organisations (POs) (Marks awarded would be a summation of the Annual Turnover of individual POs i.e. $T = T1 + T2 + T3 + \dots T(n)$ for the FY 2017-18)	<i>PO</i>	<i>Annual Turnover FY 2017-18</i>	1. Incorporation certificate of the POs 2. Bye-laws/MoA & AoA of the POs 3. Document establishing relation between applicant Agency and the POs 4. Audited Statement of the POs of the FY 2017-18
		<i>PO 1</i>	<i>T1</i>	
		<i>PO 2</i>	<i>T2</i>	
		
		<i>PO (n)</i>	<i>T(n)</i>	
1.3	Prior experience of partnering with Animal Husbandry departments/SRLMs/NRLMs of states (Marks awarded would be a summation of the years of experience of individual Projects i.e. $Y = Y1 + Y2 + Y3 + \dots Y(n)$)	Project	No. of Years	Copy of the MoU/Agreement signed
		Project1	Y1	
		Project2	Y2	
		
		Project (n)	Y(n)	
1.4	Average Annual Turnover of the applicant Agency during the last three FYs i.e. 2015-16, 2016-17, 2017-18	Provide Average Annual Turnover of the last three FYs (in figures)		Pre-Qualification Form 2

Sl.	Evaluation Criteria	To be filled by agencies	Supporting Documents (to be submitted mandatorily)
2	Personnel		
2.1	Project Manager (Full time) – 1 CV	<i>CV should meet all eligibility requirements</i>	Tech Form 6
2.2	Civil Engineer (Full time) – 1 CV	<i>CV should strictly adhere to the format in Tech Form 6</i>	
2.3	Executive - Community mobilisation (Full time) - 4 CVs		
3	Presentation of Approach, Methodology and Work Plan before the evaluation committee		Tech Form 4

Note: All claims should be substantiated through production of supporting documents along with the above summary sheet.

Form Tech 2: Letter of Proposal Submission

To,

The District Collector cum Chairperson and Managing Trustee,
District Mineral Foundation (DMF), Keonjhar

Dear Sir,

We, the undersigned, offer to execute the assignment - **'Livelihood enhancement of people in mining affected areas of Keonjhar through promotion of household poultry producers and poultry producer organisations' under DMF** in accordance with your Request for Proposal dated _____. We are hereby submitting our Proposal, which includes the Pre-Qualification Documents, Technical Proposal and Financial Proposal, sealed in separate envelopes.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the services related to the assignment not later than the date indicated.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Agencies: _____

Address: _____

Location: _____ Date: _____

Form Tech 3 – Applicant Agency’s Organization and Experience

A – Agency’s Organization

[Provide here a brief description of the Agency’s background including ownership details, date and place of registration, objectives etc. Provide an outline of experience/assignments of similar nature including name of assignment, duration, contract amount, client details, staff involved, tasks carried out etc. Apart from this, also provide details and supporting information/documents under the Pre-qualification criteria and Evaluation criteria].

Note 1: Information provided in this form should sufficiently support/justify the criteria of the Technical Qualification Form.

Note 2: All claims should be substantiated through production of supporting documents. All supporting documents should have period of execution, along with details of the project components clearly highlighted

Form Tech 4 – Description of Approach, Methodology and Work Plan for Performing the Assignment

[Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal divided into the following three chapters:

a) Technical Approach and Methodology,

b) Work Plan, and

c) Organization and Staffing

- a) **Technical Approach and Methodology:** In this chapter, you should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you should adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.
- b) **Work Plan:** In this chapter, you should propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and delivery dates. The proposed work plan should be consistent with the technical approach and methodology, **showing understanding of the TOR** and ability to translate and implement **each of the objectives, scope of work** into a feasible working plan. A list of the final documents, including reports, drawings, and tables to be delivered as final output, should be included here. The work plan should be consistent with the Work Schedule.
- c) **Organization and Staffing:** In this chapter, you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the key expert responsible, and proposed staff. The details of these resources shall be given in Form TECH – 4

Note 1: Information provided in the form should correspond to the Technical Presentation

Note 2: All the claims should be substantiated through production of supporting documents while submission of Technical proposal

Note 3: The agency should explain the projections of economics at each level (Producer, POs & BLPO), profit sharing mechanism between the producers and POs and the return on investment of the project, across the project period.

Form Tech 5 – Team Composition and Task Assignments

Professional Staff			
Name of Staff	Area of Expertise	Position Assigned	Task Assigned

Note 1: Information provided in the form should correspond to Key Personnel criteria of the Technical Qualification form

Note 2: All the claims should be substantiated through supporting documents

EMPLOYER

POSITION/S HELD

FROM:

TO:

EMPLOYER

POSITION/S HELD

10. Work Undertaken that Best Illustrates Capacity to Handle the Tasks Assigned

Name of assignment or project:

Year:

Location:

Client:

Main project features:

-

Position/s held:

Activities performed:

-

Name of assignment or project:

Year:

Location:

Client:

Main project features:

-

Position/s held:

Activities performed:

-

Name of assignment or project:

Year:

Location:

Client:

Main project features:

Positions held:

Activities performed:

11. Certification

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Full name of authorized representative:

Note 1: Information provided in the form should correspond to the Key Personnel Criteria of the Technical Qualification form.

Note 2: All the claims should be substantiated through production of supporting documents.

Form Tech 7 – Undertaking Regarding any Conflicting Activities and Declaration Thereof

Are there any activities carried out by your Agency which are of conflicting nature as mentioned in para 1.8 of section 6. If yes, please furnish details of any such activities.

If no, please certify,

[We hereby declare that our Agencies has not indulged in any such activities which can be termed as the conflicting activities under para 1.8 of the section 6. We also acknowledge that in case of misrepresentation of the information, our proposals /contract shall be rejected / terminated by the Client which shall be binding on us.]

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Agency:

Address:

Section 8

Fin Form

[Location, Date]

To,

District Collector cum

Chairperson and Managing Trustee,

District Mineral Foundation (DMF), Keonjhar

Dear Sir,

We, the undersigned, offer to provide services for the assignment '**Livelihood enhancement of people in mining affected areas of Keonjhar through promotion of household level poultry producers and poultry producer organisations**' under DMF in accordance with your Request for Proposal (RFP) dated _____ and our Technical Proposal.

We fully accept the proposed budget in the RFP. The proposed budget shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

We also fully agree to mobilize grant/credit at the rate of Rs. 30,000/- per producer towards the working capital of the individual Producers.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery. We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act, 1988".

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]: _____

Name and Title of Signatory: _____

Name of Agency: _____

Address: _____

ANNEXURE- I

DRAFT PERFORMANCE BANK GUARANTEE

(To be issued by a Bank _____)

This deed of Guarantee executed at _____ by _____ (Name of the Bank) having its Head/Registered Office at _____ (hereinafter referred to as "the Guarantor") which expression shall unless it be repugnant to the subject or context thereof include its heirs, executors, administrators, successors and assigns.

In favour of **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** having its office at (Keonjhar) (hereinafter called DMF, Keonjhar, which expression shall unless it be repugnant to the subject or context thereof include its heirs, executors, administrators, successors and assigns);

Whereas _____, an organisation registered/formed under _____ (specify the applicable law) and having its registered office at _____ (hereinafter referred to as the Agency) has been, consequent to conduct and completion of a competitive bidding process in accordance with the Request for Proposal (RfP) document No. ___ dated _____ issued by **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar**, selected for the Agreement by Collector & Chairperson cum Managing Trustee, DMF Keonjhar as more specifically defined in the aforementioned Document including statement of work and the Agreement executed between the **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** and Agency .

The Agreement requires the Agency to furnish an unconditional and irrevocable Bank Guarantee for an amount of Rs. _____/- Rupees _____ only) by way of security for guaranteeing the due and faithful compliance of its obligations under the Agreement.

Whereas, the Agency approached the Guarantor and the Guarantor has agreed to provide a Guarantee being these presents.

Now this Deed witnessed that in consideration of the premises, we, _____ Bank hereby guarantee as follows:

1. The Agency shall implement the project -'**Livelihood enhancement of people in mining affected areas of Keonjhar through promotion of household level poultry producers and poultry producer organisations' under DMF** in accordance with the term and subject to the conditions of the Agreement and fulfil its obligations there under

2. We, the Guarantor, shall, without demur, pay to **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** an amount not exceeding Rs. _____ (Rupees _____ only) within 7(seven) days of receipt of a written demand therefore from **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** stating that the Agency has failed to fulfil its obligations as stated in Clause 1 above.
3. The above payment shall be made by us without any reference to the Agency or any other person and irrespective of whether the claim of the **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** is disputed by the Agency or not.
4. The Guarantee shall come into effect from _____ (Start Date) and shall continue to be in full force and effect till the earlier of its expiry at 1700 hours Indian Standard Time on _____ (Expiry Date) (both dates inclusive) or till the receipt of a claim, from the **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** under this Guarantee, which is one month after the expiry of performance guarantee, whichever is earlier. Any demand received by the Guarantor from **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** prior to the Expiry Date shall survive the expiry of this Guarantee till such time that all the moneys payable under this Guarantee by the Guarantor to **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar**.
5. In order to give effect to this Guarantee, **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** shall be entitled to treat the Guarantor as the principal debtor and the obligations of the Guarantor shall not be affected by any variations in the terms and conditions of the Agreement or other documents by **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** or by the extension of time of performance granted to the Agency or any postponement for any time of the power exercisable by **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** against the Agency or forebear or enforce any of the terms and conditions of the Agreement and we shall not be relieved from our obligations under this Guarantee on account of any such variation extension forbearance or omission on the part of **Collector & Chairperson cum Managing Trustee, District Mineral Foundation, Keonjhar** to the Agency to give such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.
6. The Guarantee shall be irrevocable and shall remain in full force and effect until all our Obligations under this guarantee are duly discharged.
7. The Guarantor has power to issue this guarantee and the undersigned is duly authorized to execute this Guarantee pursuant to the power granted under _____.

In witness, whereof the Guarantor has set its hands hereunto on the day, month and year first here-in-above written.

Signed and Delivered by _____ Bank by the hand of Shri _____ its _____ and authorized office.

Authorised

Signatory

Bank

ANNEXURE- II

BUDGET AND FUNDFLOW

1. ABSTRACT

Sl. No	Components/Activities	Estimated Budget (Rs)	DMF (Rs)	Agency (Rs)	Producer (Rs)
1	Producer's Assets	32,29,34,760	32,29,34,760		
2	Working Capital (at the rate of Rs.30,000/- per producer)	4,50,00,000	0	4,50,00,000	
3	Producer's contribution towards operational cost of PO (at the rate of Rs.5000/- per producer)	75,00,000	0		75,00,000
4	DMF's contribution towards operational cost of PO (at the rate of Rs.5000/- per producer)	75,00,000	75,00,000		
5	HR	1,09,80,000	1,09,80,000		
6	Institution Building (@ 2% of Sl.No.1)	64,58,695	64,58,695		
7	Training and Capacity Building (@ 2% of Sl.No.1)	64,58,695	64,58,695		
8	Monitoring and Evaluation (@ 1% of Sl.No.1)	32,29,348	32,29,348		
9	Contingency (@ 1% of Sl.No.1)*	32,29,348	32,29,348		
10	DPR Preparation	10,00,000	10,00,000		
TOTAL		41,42,90,846	36,17,90,846	4,50,00,000	75,00,000

Note:

The above abstract is for a:

- total project duration of 3 years
- total 1500 sheds including 650 Broiler, 170 Pullet and 680 Layer sheds
- total of three Producer Organisations – BPO, LPO & BLPO


 23/1/19
 Collector-cum-Managing Trustee
 D.M.F., Keonjhar

2. PRODUCER'S ASSETS

Activity	Dimension(sq. ft)	Shed cost (Rs)	Equipment Cost (Rs)	No of units	Total Cost (Rs) (Shed)	Total Cost (Rs) (Equipment)	Total (Rs)
Broiler	600	1,82,962	22,000	650	11,89,25,300	1,43,00,000	13,32,25,300
Pullet	500	1,60,834	22,000	170	2,73,41,780	37,40,000	3,10,81,780
Layer	440	1,66,716	66,560	680	11,33,66,880	4,52,60,800	15,86,27,680
Total					25,96,33,960	63300800	32,29,34,760

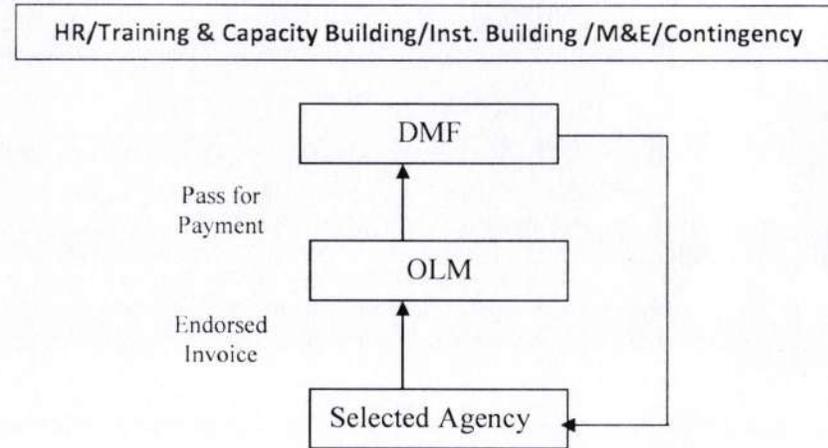
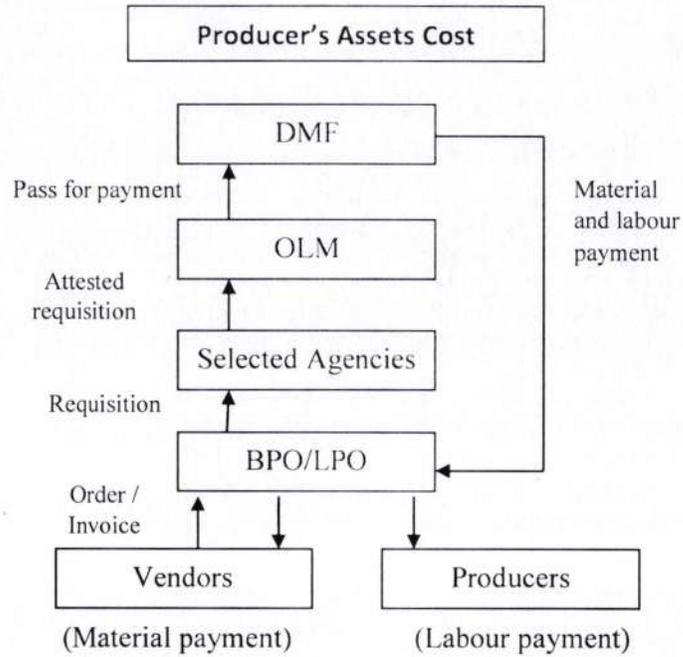
3. HR COST

Sl.No	Staffing	No of Positions	Unit	Unit Cost (Rs)	Total Cost/Annum (Rs)	Total Cost for 3 Years (Rs)
1	Project Manager	1	per month	50,000	6,00,000	18,00,000
2	Civil Engineer	1	per month	30,000	3,60,000	10,80,000
3	Executive (Community mobilisation)	4	per month	25,000	12,00,000	36,00,000
4	Project Assistant	5	per month	15,000	9,00,000	27,00,000
5	Accountant	2	per month	25,000	6,00,000	18,00,000
	Total				36,60,000	1,09,80,000

4. Recommended dimensions of sheds to be constructed under the project

SI. No	Particulars	Broiler shed	Pullet shed	Layer shed
1	Length of shed	40 ft	34 ft	22 ft
2	Width of shed	15 ft	15ft	20 ft
3	Height at side	6 ft	6 ft	10 ft
4	Height at centre	10 ft	10 ft	14 ft
5	Foundation depth with plinth	3 ft	3 ft	3 ft
6	Width of foundation	15 inch	15 inch	15 inch
7	Wall thickness	10 inch	10 inch	10 inch
8	Height of the wall up to wire mesh	1 ft	1ft	1ft
9	Number of door	1	1	1
10	Width of door opening	3.5 ft	3.5 ft	3.5 ft
11	Height of door opening	6 ft	6 ft	6 ft
12	Number of side columns	8	8	6
13	Number of central columns	4	4	3
14	Width of columns	15 inch	15 inch	15 inch
15	Outside projection of roof	2 ft	2 ft	2 ft

5. Fund Flow



Note:

- (i) The total amount for construction of individual shed (including labour & equipments costs) will be released in five instalments.

Instalment	Particular	Broiler (Amt in Rs)	Pullet (Amt in Rs)	Layer (Amt in Rs)
1 st	Plinth level	60000	50000	45000
2 nd	Lintel level	30000	30000	30000
3 rd	Roofing	30000	30000	25000
4 th	Finishing	62962	50834	66716
5 th	Equipment	22000	22000	66560
	Total	204962	182834	233276

- (ii) The first instalment under 'Producer's Assets Cost' head will be placed by OLM in advance, with the concerned Producer Organisation (BPO/LPO). The first instalment will be released to the concerned PO only after the Agency confirms the receipt of the Producer's contribution towards operational cost of PO (at the rate of Rs.5000/- per producer). The subsequent instalments will be released based on the progress made in shed construction, maintained and tracked appropriately through entries in Measurement Book at the Producer level.
- (iii) The concerned PO will procure materials from authorized vendors, following due process and maintain all records of transactions. Similarly, the concerned PO will make labour payment to the producers, based on the progress made in shed construction, maintained and tracked appropriately through entries in Muster Rolls and Measurement Book at the Producer level.
- (iv) DMF's contribution towards operational cost of PO (at the rate of Rs.5000/- per producer) will be released to the concerned PO, against the Producers whose sheds have been completed and first batch of DOCs/Pullets have been placed for rearing.
- (v) The HR cost released to the Agency will be proportion to the progress made in shade construction i.e. funds released under 'Producer's Assets Cost' head.

The formula to calculate the HR cost per release is = $\frac{\text{Fund release under 'Producer's Assets' head}}{322934760} \times 10980000$

Phalgun
23/11/19
Collector-cum-Managing Trustee
D.M.F., Keonjhar