

OFFICE OF CHIEF DISTRICT AGRICULTURE OFFICER,  
KEONJHAR

Order No 5313 Date 03-10-2024

Expression of interest (EOI) for selection of Support Agency(SA) for Implementation of "Paramparagat Krishi Vikas Yojana (PKVY)" Phase-III in Keonjhar District during 2024-25.

Expression of interest is invited by the Chief District Agriculture Officer, Keonjhar from the experienced and interested organizations/ Agencies for selection of Support Agency (SA) for implementation of "Paramparagat Krishi Vikas Yojana (PKVY)" Phase-III in Keonjhar District during 2024-25. Interested Organizations / Agencies are required to submit the Eoi in sealed envelope super scribed as **Application for selection of Support Agency (SA) for Implementation of "Paramparagat Krishi Vikas Yojana (PKVY)" Phase-III in Keonjhar District during 2024-25** as per enclosed application format by registered/Speed post. Proposals in e-Mail would not be entertained in this regard. The Eoi should be addressed to office of the Chief District Agriculture Officer, Adjacent to Joda Bus stand, Madhupur, Keonjhar, Odisha, Pin- 758001. The Last date for receipt of Eoi is dt.15.10.2024 up to 5 PM and the same shall be opened on 17/10/2024 at 3.30 PM in presence of authorized signatory and representatives. The application form and detail terms & conditions are available in the official website of NIC,Keonjhar .

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

  
Chief District Agriculture Officer,  
Keonjhar

Memo No. 5314 /Agril. Dt. 03-10-2024

Copy forwarded to the Block Agriculture Officer, Harichandanpur and Banspal for information and necessary action.

  
Chief District Agriculture Officer,  
Keonjhar

Memo No. 5315 /Agril. Dt. 03-10-2024

Copy forwarded to the Agriculture District Officer Ghatagaon and Keonjhar for information and necessary action.

  
Chief District Agriculture Officer,  
Keonjhar



Memo No. 5316 /Agril. Dt. 03-10-2024

Copy forwarded to the DeGM, OSWAN, Keonjhar, Collectorate Building, Keonjhar, Odisha for information and necessary action. He is requested to upload the EoI in district website for wide publicity.

  
Chief District Agriculture Officer,  
Keonjhar

Memo No. 5317 /Agril. Dt. 03-10-2024

Copy submitted to the State Bio-Chemist, Bhubaneswar for favour of kind information and necessary action.

  
Chief District Agriculture Officer,  
Keonjhar

Memo No. 5318 /Agril. Dt. 03-10-2024

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

  
Chief District Agriculture Officer,  
Keonjhar

Memo No. 5319 /Agril. Dt. 03-10-2024

Copy submitted to the Director of Agriculture & Odisha, Bhubaneswar for favour of kind information.

  
Chief District Agriculture Officer,  
Keonjhar

## **Expression of Interest for selection of Support Agency (SA) for Implementation of "Paramparagat Krishi Vikas Yojana (PKVY)" Phase-III in Keonjhar District of Odisha**

Introduction: -

"Paramparagat Krishi Vikas Yojana (PKVY) Phase- III in Odisha", a sub component of Soil Health Management Scheme (SHM) under National Mission on Sustainable Agriculture (NMSA) aims at development of sustainable models of organic farming through a mix of traditional wisdom and modern science to ensure long term soil fertility build up, resource conservation and helps in climate change adaptation. It primarily aims to increase soil fertility and thereby helps in production of healthy food through organic practices without use of agro-chemicals. PKVY also aims at empowering farmers through institutional development through cluster approach not only in farm practices management, input production, quality assurance but also in value addition and direct marketing through innovative means. Participatory guarantee system under PGS-India programme will be key approach for quality assurance under the PKVY programme. The farmers will have option to adopt any form of organic farming in compliance with PGS-India standards. While adopting a system, it must ensure that the system is adopted is compatible to the area and crop and assures optimum yield and provides adequate measure to manage nutrients, pest and diseases. Farmers will have flexibility to use appropriate package of practices best suited to their situations. Objectives of the Programme:

- To promote resource based integrated and climate resilient sustainable farming systems that ensure maintenance and increase soil fertility, resource conservation, on-farm nutrient recycling and minimize dependence of farmers on external inputs.
- To reduce cost of agriculture to farmers through sustainable integrated organic farming systems thereby enhancing farmer net income per unit of land.
- To sustainably produce chemical free nutritious food for human consumption.
- To protect environment from hazardous inorganic chemicals by adoption of eco-friendly low cost traditional techniques and farmer friendly technologies.
- To empower farmers through their own institutional development in the form of clusters and groups with capacity to manage production, processing, value addition and certification management.

"Paramparagat Krushi Vikash Yojana" (PKVY) is one of the important mandate to mitigate the climate change and Global warming for which pilot activities will be carried out in selected cluster PKVY Phase- III in Odisha from 2024-25 to 2026-27.



The block wise area Keonjhar district for PKVY Phase III 2024-25 for the upcoming Rabi is mentioned below:

| Block          | Area (Ha.)      |
|----------------|-----------------|
| Harichandanpur | 500             |
| Banspal        | 500             |
| <b>Total</b>   | <b>1000 Ha.</b> |

- One Support Agency (SA) per district will be selected from the empanelled list of GOI through EoI at Keonjhar district level after necessary approval of the DLEC.
- The SA will carry out all the implementation process of the PKVY at the village level with the facilitation of CDAO of the Keonjhar district.
- Applications are sought from reputed Govt./Semi-Govt. Institutions, Partnership/Professional Firms/Proprietary firms/Pvt. Companies/Cooperative Societies/NGOs for the role of Support Agency for implementation of the programme in the Keonjhar district.
- In accordance with approved guidelines, Chief District Agriculture Officer, Keonjhar is inviting applications from reputed agencies for the role of "Support Agencies (SA)". The application for EOI will be received by the CDAO, Keonjhar.

The evaluation will be done by the District Level team. Final selection will be made by a District Level Executive Committee (DLEC) of PKVY under chairmanship of the Collector and District Magistrate, Keonjhar.

**The mandatory criteria of the Agency to be selected as Supporting Agency (SA) are mentioned below:**

1. Should be legally registered and provide a self-attested copies of registration and PAN card.
2. Legally registered body under relevant act for last 3 years supported with their annual reports.
3. Should not have been black listed by Government of India, Government of Odisha, any other state government agencies or any Indian or international donor and provide a self- declaration by the authorized representative to this effect.
4. Financially sound supported through last 3years balance sheet Should submit last 3 years' (2021-22, 2022-23, 2023-24) audited balance sheet and financial reports to the concerned regulatory authorities
5. At least 3 years of experience in management of organic adoption and certification programme(Third party or PGS) or Organic farming conversion project through experienced manpower in organic farming.

6. Proven track record in facilitating market linkage to their developed organic groups/clusters.
7. Have strong in-house technical team competent in organic farm management, value addition, and certification and marketing.
8. Have experience in FPO/FPC formation and providing handholding to such organizations in their business management.
9. Competence in market facilitation and past record in handholding farmer groups in successful marketing shall be the key requirement for selection of service providers.
10. The chief functionary of the institution should not be a formal member of any political party and furnish an under taking to this effect.
11. 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.
12. Must have worked in any of the government programme related to Agriculture, Horticulture, Watershed, Natural Resource Management, Forest department, and any other agriculture related programmes in a substantial way (not merely in awareness or training or marketing Linkages).
13. Agencies implementing projects on BT Cotton and Eucalyptus plantations in the proposed blocks will not be preferred. If this comes to notice at later stage, MOA will be annulled.

**\*The Detailed format of Eol is attached at Annexure -A.Undertaking in Annexure- B & declaration in Annexure -C**

1. Agencies need apply in the specified form at only.
2. One "Expression of Interest" Format should be filled for only one district.
3. If information more than one district is mentioned in one application, then "Expression of Interest" will be cancelled.

Expression of Interest is available in word format and PDF format at the websites NIC,Keonjhar

**Copies of the following documents need to be submitted along with the Eol form:**

1. Registration certificate of Agencies.
2. Previous 3 years Audited statement of accounts for (2021-22, 2022-23, 2023-24).
3. Previous 3 years (2021-22, 2022-23, 2023-24) Annual Report.
4. Total no of professional staff of the organization.
5. Profile of Staff expected to be deputed for the project.



6. MoU/agreement/any documentary evidence of working at allotted blocks and/or at Keonjhar district for Agriculture department, other Govt. or special projects or Govt. undertakings projects related to organic farming promotion with market linkage programme.
7. MoU/agreement/certificate/transaction records/any documentary evidence of procurement of organic produces from farmers and domestic as well as export marketing of organic produces from Keonjhar district.
8. Address of head and field offices.

Further information any in this regard can be obtained from the Office of the CDAO, Keonjhar during office hour (Between 10.00-17.00hours).

It must be mandatorily delivered in a written form to the address below by speed post/registered post in a closed envelope super-scribed as EOI for SA Selection under "Paramparagat Krishi Vikas Yojana" Phase - III by 15/10/2024 to the CDAO, Keonjhar

The CDAO, Keonjhar shall have the right to disengage/cancel the agreement of any support agency/resource organization and engagement of a new support agency/resource organization without assigning any reason and notice thereof, if the performance of the agency will not be satisfactory for the remaining period.

**Process of Selection:**

Stage 1: Maximum of three Organizations will be shortlisted from the received applications after Desk assessment by DLEC.

Stage 2: Presentations will be given by shortlisted agencies before selection panel chosen by DLEC under chairmanship of Collector & District Magistrate/Representative of Collector & District Magistrate of the respective district. The scoring sheets shall be developed by CDAO, Keonjhar.

Stage 3: One Agency will be selected as Support Agency (SA) for the District.

Stage 4: Agency selected as SA will submit all relevant supporting documents as per the claims in the presentation for verification. The submitted Documents will be verified by the District Level Executive Committee.

Stage 5: After verification, MOA will be signed between CDAO, Keonjhar and Selected SA for the programme.

  
Chief District Agriculture Officer,  
Keonjhar

Annexure-A

Details of the Organisation:

1. Introduction

- a. Name of the organization—
- b. Acronym of the organization, if any —
- c. Registered Office Address of the organization —

- i. Complete Address:
- ii. Mail:
- iii. Landline:
- iv. Visiting office time:

d. Contact Person

- i. Name -
- ii. Designation / Title -
- iii. Telephone No -
  - Landline
  - Mobile
  - Email

iv. Address of Contact Person, if different from (d) —

2. Identity/ Legal Status

- i. Is organization registered- Yes/No
- ii. If yes, Under Society Act- \_\_\_\_\_ Under Trust Act \_\_\_\_\_  
Under Company Act If any other, specify \_\_\_\_\_(Section -25) Year of registration—
- iii. Year of registration.

IV. Since how long it is operational (No. of years)—

V. Operational area of the organization

State/s— (only indicate the number)

District/s— Block/s— Village/s—

- vi. Whether it is registered under Income Tax- Yes \_\_\_\_\_ No \_\_\_\_\_
- vii. Whether organization is registered under FCRA- Yes \_\_\_\_\_ No \_\_\_\_\_

3. Governance

- i. What are VMG (vision, mission, goal) of the organization — (Attach annual reports for the previous 3 years)



- ii. Are those reflected in the program taken by the organization: (Yes/No)  
 iii. What are sources of fund for the organization

Corpus \_\_\_\_\_ Endowment Donation \_\_\_\_\_ Govt. Grant \_\_\_\_\_  
 Donor's grant, if others specify (Foreign)

**4. Management /Administration**

a) Briefly mention administrative set up below (Chief Executive — flow chart)

b) Are role and responsibility of staff clearly defined Yes \_\_\_\_\_ No \_\_\_\_\_

c) Are staff issued with letters of appointment /contract Yes \_\_\_\_\_ No \_\_\_\_\_

**5. Financial Management**

i. Whether audit by external auditors (Yes/ No) ii. Do you have system of Internal control - Yes No

ii. If yes, specify -

iii. What financial statements are prepared organization— Balance sheet

- Receipt & Payment
- Income & Expenditure
- Cash flow statement
- Other specify

**Financial Particulars of the Agency**

| Financial Year | Turnover from Professional Services | Turnover from other Activities | Total Turnover | Income tax return filed (yes/ no) |
|----------------|-------------------------------------|--------------------------------|----------------|-----------------------------------|
| 2021-22        |                                     |                                |                |                                   |
| 2022-23        |                                     |                                |                |                                   |
| 2023-24        |                                     |                                |                |                                   |

- Attach copies of Receipts & Payments, Income & Expenditure and Balance Sheet for these years
- Please attach last three assessment years Income Tax Return receipt (Kindly attach Xerox copy of PAN & TIN certificate)

**6. Management /Administration**

i. Briefly mention administrative set up below CEO/ Managing Director — (flow chart)

- ii. Are role and responsibility of staff clearly defined: (Yes/ No)
- iii. Are staff issued with letters of appointment / contact: (Yes/ No)  
[Please attach relevant documents in the attachment]

**Audited Balance Sheet**

| Financial year | Audited submitted (Yes/No) | Balance sheet | Remarks |
|----------------|----------------------------|---------------|---------|
| 2021-22        |                            |               |         |
| 2022-23        |                            |               |         |
| 2023-24        |                            |               |         |

**7. Personnel / Staff (Current status)**

- i. Total number of staffs—
- ii. No. of permanent staffs — (M / F)
- iii. No. of temporary staffs— (M / F)
- iv. No. of technical / professional staffs (M / F) please specify

**Details of Staffs to be appointed for the Project**

| Name | Position | Engaged since (year) | Qualification |
|------|----------|----------------------|---------------|
|      |          |                      |               |
|      |          |                      |               |

(CVs to be attached for proposed staffs)

**8. Work Experience**

- a. Was the organization black listed any time? If yes, provide the details
- b. Three previous experience in working with Government departments in the proposed district

| Project | Name | Coverage (No. of HHS) | Coverage in Acre | Coverage (No. of HHS) |
|---------|------|-----------------------|------------------|-----------------------|
|         |      |                       |                  |                       |
|         |      |                       |                  |                       |
|         |      |                       |                  |                       |

**C. Experience in working with Community Based Organizations : (CBO/FPO/Farmer groups)**

- i) Has the organization worked with eligible CBO/FPO/Farmer groups in the past :  
Yes/No
- d) Experience in working on organic/Ecological Agriculture in last 3 years (i) Briefly describe:

| District Name | Year | Project Name | Crops | No. of years of experience | Coverage in Acres | Converge (No. of HHS) |
|---------------|------|--------------|-------|----------------------------|-------------------|-----------------------|
|               |      |              |       |                            |                   |                       |
|               |      |              |       |                            |                   |                       |

D. Experience in working on Organic Agriculture

(ii) Briefly describe area of work on organic agriculture in last 3 years"

| SI. No | Component            | Year    | Activity  | Coverage in Acres/ Nos. | Converge (No. of HHS) |
|--------|----------------------|---------|---|-------------------------|-----------------------|
|        |                      |         | (Organic Farming/Ecological Farming/Natural Farming |                         |                       |
| 1      | Production           | 2023-24 |   |                         |                       |
|        |                      | 2022-23 |   |                         |                       |
|        |                      | 2021-22 |   |                         |                       |
|        | Marketing & Branding |         | products/ Certification/ PGS/ NPOP centric FPOS)    | MT                      |                       |
|        |                      | 2023-24 |   |                         |                       |
|        |                      | 2022-23 |   |                         |                       |
|        |                      | 2021-22 |   |                         |                       |

(iii) What is the status of organic agriculture in the district proposed by you

| Block Name | Crop ping systems Name | Target Names | Approx current area under | Seed availability (Yes/No) | Approx % organic consumption per 100 HHS in target GPs | Existing Processing facilities (Yes/No) | Total Yield (Quintal) |
|------------|------------------------|--------------|---------------------------|----------------------------|--|---|-----------------------|
|            |                        |              |                           |                            |  |   |                       |

● Please mention any other achievements related Organic Farming in the proposed district ?

- Please give three reasons why your organisation is the best organisation for promotion of organic agriculture in the district ?

- Have you work with farmers on PGS certification or third party certification? If yes, please provide details.

- Are you registered as Regional Council with National Centre for organic farming? If yes please provide details.

This is to certify that the information given above is true to the best of my knowledge and believe.

Authorised Signatory and Seal

**Note below:**

Required supporting documents should be attached with Annexure A.

UNDERTAKING

[On the letter head of the Organization regarding Ineligibility of the Bidder and non-blacklisting]

I/ we, hereby undertake that, our organization has not been blacklisted / debarred by any of the Central / State Government Ministry / Department/ Office or by any Public Sector Undertaking (PSUs)/ any Indian or international donor and I/ we are not blacklisted by any authority during the recent past.

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Designation of the Signatory:

Name of the Bidder and Address:

Declaration

[On the letter head of the Organization]

I, Shri \_\_\_\_\_ Authorized signatory / Director of \_\_\_\_\_ (Name of the Agency), competent to sign this declaration and execute this tender;

- a. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
- b. The information and documents furnished along with the tender are true and authentic to the best of my knowledge and belief. I am well aware of the fact that, furnishing of any false information / fabricated document would lead to rejection of our tender at any stage besides liabilities towards prosecution under appropriate law.

(Signature of Authorized Representative with seal)

Place:.....

Date•.....