

**OFFICE OF THE EXECUTIVE ENGINEER
MINOR IRRIGATION DIVISION, KHARIAR
Dist:-NUAPADA Pin:-766107**

E-mail:-eemidivision_khariat@rediffmail.com

Letter no: - 666 MID/Khariat dated: - 09.05.2022

1. INVITATION FOR TENDER CALL NOTICE

No.02/EEMIDKHR/2022-23

Office of the Executive Engineer M.I. Division, Khariat invites sealed Item-Rate Contract (Tender) for **"Engagement of Resources Support Agency for FIG, FPO & Capacity Building activities under NAFCC Project at Nuapada"**. The Tender Document containing the details of qualification criteria, submission requirement, brief objective & scope of work and evaluation criteria etc. can be downloaded from the website www.nuapada.nic.in.

Further details, if any, may be obtained from Executive Engineer M.I. Division, Khariat Dist- Nuapada.

Last date for submission of Tender (offline) is 20 May 2022 up to 5.00PM. Sealed envelope marked to the captioned address, containing BID Documents and non-refundable fee of Rs 6000.00 in shape of Demand Draft in favour of **"Executive Engineer M.I Division, Khariat"** payable at Khariat. Application can be submitted in two different envelopes (sealed) - Technical Bid & Financial bid. These envelopes need to be put in another envelop super scribing **"Resources Support Agency for FIG, FPO & Capacity Building activities under NAFCC Project at Nuapada"** on the top cover through Speed Post/Registered post only addressed to the Office of the **Executive Engineer, Minor Irrigation Division, Khariat, Nuapada (Odisha) 766107**. Authority in no way will be responsible for any postal delay.

Applicants, meeting the qualification criteria may be invited for presentation/ proposal before the selection committee of DLSC (Dist Level Screening Committee) of NAFCC project.

Note: DLSC or Executive Engineer, M.I. Division, Khariat reserves the right to cancel this Tender and/or invite afresh with or without amendments, without liability or any obligation for such Tender and without assigning any reason. Information provided at this stage is indicative and DLSC reserves the right to amend/add further details in the Bid documents.

Sd/-A.K.Naik
09.05.2022
Executive Engineer
M.I.Division, Khariat

**Tender For Engagement of
Resources Support Agency for FIG, FPO & Capacity Building activities
Under NAFCC Project at Nuapada.**

2022

**Executive Engineer
M.I. Division, Khariar**

May 2022

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2. LETTER OF INVITATION/IMP. DATES

Dear Sir/Madam,

Dist. Level steering committee (DLSC) of National Adaptation Fund for Climate Change (NAFCC) Project invites sealed offline Tender from Resources Support Agency for FIG & FPO activities under NAFCC Project at Nuapada.

The BID Document containing the details of qualification criteria, submission requirement, brief objective & scope of work and method of evaluation etc. is enclosed.

The BID Document is also available on the District website www.nuapada.nic.in.

You may submit your responses in sealed envelopes in prescribed format to the undersigned latest by 20.05.2022 up to 5.00 PM.

Queries if any may be referred in writing to the Executive Engineer M.I. Division, Khariar at the above mentioned address or E-mail: eemidivision_khariar@rediffmail.com.

S.No.	Critical Dates	Date	Time
1.	Publishing Date	10.05.2022	10.00 hrs
2.	Document Download start Date	10.05.2022	10.00 hrs
3.	Document Download End Date	20.05.2022	17.00 hrs
4.	Bid Submission Start Date	10.05.2022	10.00 hrs
5.	Bid Submission End Date	20.05.2022	17.00 hrs
6.	Bid Opening Date	21.05.2022	11.00 hrs

Yours faithfully,

Sd/-A.K.Naik
Executive Engineer
M.I. Division, Khariar

Encl.: BID Document.

3. Background

3.1 Name & background of the Project:-

Conserve water through the management of Runoff in the river basin to reduce vulnerability & enhance resilience for traditional livelihood in Nuapada.

This project has approved by MoEF & CC for Rs 20 crore during the end of 2015 and aim to reduce vulnerability & enhance resilience for traditional livelihood in Nuapada district by restoring a hill stream in Jonk river basin through conducting water harvesting structure i.e. check dams to conserve water the management of runoff. The project has aimed to achieve multi sector conservation, promotion of horticulture, linkage the fishery activity as well as efficient use of water for agriculture activity.

3.2 Location:-

The location of the project is near the convergence of Kharkhara Nalla of Nuapada District with the river Jonk. The beneficiaries are the eight villages situated at both sides of the bank of Kharkhara Nalla such as Jangula, Budhipalli, Amildadar, Palsabhadar, Parkod, Bhusudi, Boloda, and Bhainsatal.

3.3. Project Period

The NAFCC project has been scheduled to be completed by 31.03.2023. Hence, RSA will be engaged in the project up to the 31.03.2023.

4. Scope of work under the project for RSA

1. Capacity building and strengthening of 7 Panipanchayats and 2 nos of Farmers Producer Organisation (FPO) for self-reliant vibrant institution.
2. Establishing Integrating Farming System Model with 7 nos of orchard in the project area of NAFCC, Nuapada
3. Promoting Vegetable cultivation, Horticulture/fruit bearing plantation, Mushroom cultivation, Floriculture and pulses for diversification of crop in the project area.
4. Establishing Small Scale enterprise for livelihood promotion of targeted communities in the project area.
5. RSA will make convergence with government schemes/ programme of different departments.

6. Undertaking Veterinary activities like promotion of diary, poultry, ducky, goatery etc in the project area.
7. Undertaking Fisheries activities in farm pond and community tank by progressive farmers available in the project area.
8. Demonstrating different crop diversification plots, Vermin-compost, Bio-fertilizers of farmers under the project.
9. Conducting different training on agriculture, horticulture, fisheries and livestock in all 8 nos Villages under the Project area.
10. Conducting exposure visit to similar successful projects of the dist & nearby areas.

5.0 Aim & Objectives of Resources Support Agency for Conducting FIG & FPO Activities.

Till date, thirty two numbers of 'Farmers Interest Group' (FIG) have been constituted in the project area. To carry out more dynamic effort by these farmers interest group, the federation of farmers' interest group has also been taken up as 'Farmers Producers Organization' (FPO). The registration of following two FPO has been completed.

Sl No	FPO Name	Villages covered
1	Parkod Farmers Producer Company	Parkod, Bhusidi, Baloda & Bhainsatal
2	Budhipali Farmers producer Company	Budhipali, Jangula, Palsabhadar & Amlidadar

Balance of activities are to be executed as follows:

- i. Strengthening FPO through conducting of different capacity building training /exposure and governance activities.
 - ii. Legal compliance work to be completed to activate the FPO.
 - iii. Organizing Management and governance training for BoD.
 - iv. Developing 3 year business plan and its implementation to sustain FPO.
 - v. Organizing technical and capacity building training for FIG and SHGs for sustaining their livelihood and institution.
 - vi. Experts to be engaged at field level for support services, Credit linkage, Marketing, training Awareness & motivations.
 - vii. Operating of existing farm & non-farm based enterprise set up by the project in FPOs area.
- RSA has to facilitate the FPOs for direct sale of farm produce at the farm gate through FPO owned procurement and marketing centers for the mini industries started under two FPOs.

5.1 Overall requirement of the Resources Support Agency (RSA) for Strengthening of FIG & FPO

Service to be rendered by the FIG & FPOs

FPOs will provide end-to end services to its members, covering all aspects of cultivation i.e., financial, input supply, technology transfer, procurement and packaging, marketing, insurance and networking services. Based on the emerging needs, the FPOs can add new services with approval of the Government to ensure best interest of the farmer.

5.2 Scope of the work for FIG:-

RSA will work under the overall supervision and guidance of Executing Entity (AEE, NAFCC/ Executive Engineer M.I. Division, Khariar) and RSA shall perform such activities as specified in the budget sanctioned for the purpose.

RSA has to work with the existing FIG and FPO for the works as indicated in Aims and objectives for formations of FIG & FPO in Art.

I. OBJECTIVE OF FIG:-

- To address **production and marketing issues**
- To develop '**self-help**' approaches
- To provide **pooled resources**
- To allow members to exploit an **economy of scale**
- To provide a **forum for training and information sharing**
- To provide a **focal point for technical and training activities**

II. CORE FUNCTION OF FIG:-

- Acting as co-lateral through group pressure for loans availed from FPC or FPO
- Ensuring optimum production planning, meeting the market and household food security need.
- Maintaining common infrastructure like farm ponds, bore wells, tractors and other equipment which cannot be afforded by one farmer but can be owned by 20 farmers together
- Linking with the local government at panchayat level to access MGNREGA, Watersheds and other agriculture development funds.

Such institutions may include the following.

- **Self Help Groups (SHGS)**

- **Village Organizations (Vos) (Federations of SHGs at village level.)**
 - **User Groups- Groups of farmers in compact areas promoted to use the benefits of a common structure erected under watershed programme, such as Watershed Committee, or any other such livelihood groups.**
 - **Groups of wage labour promoted under MGNREGS**
 - **Groups of farmers formed on compact lands assigned to SC, ST farmers compact land blocks developed under programmes like MGNREGS, CLDP, NABARD etc.**
 - **Commodity groups**
 - **Cooperatives**
 - **Panipanchayat Group**
 - **VSS/ FPC**
 - **Community networks etc.**
-
- For different activities (like formation of FIG, election of group leaders, group meetings etc), decisions/ resolutions have to be recorded in Minutes Book with required signatures.
 - Members will seek primary membership in FPC. Services to the members will primarily be provided at FPC Savings, credit, Insurance, procurement, marketing, trading, storage, processing, land, soil & water resource management.
 - Admission/Removal/Resignation of members can formally be done at FPC level. These can be recommendations from FIG but final decision must be taken at FPC board level.
 - The expected costs/ contribution/ role of FIG member vs benefit that she/he gets by being member in FIG/FPO has to be clearly communicated in a convincing way. It is better to clarify on member disqualification criteria also at the time of member mobilization itself.

SERVICE TO BE PROVIDED TO THE FIG:-

- Trading
- Insurance
- Credit Linkages
- Storage / Ware housing
- ICT-Marketing Information, Price information, Technology
- Processing
- Input Linkages-Fertilizers, Manure, Irrigation, Equipment, Pesticides
- Water shed
- Capacity Building
- Seed Processing and seed bank
- Technical Support
- Fund mobilization
- Government linkages
- Exposure Visits
- Short, Medium and long term credits
- Seed banking and processing
- Marketing and Exporting

III. FUNCTIONS TO BE EXECUTED ALONG WITH FIG THROUGH

THE EXPERTS:-

- Demand Estimation
- Distribution
- Soil testing/data collection on Soil Moisture / GW recharge
- Book Keeping/ GST and IT Return
- Thrift Collection
- Crop plan FAG wise
- Ground Management
- Processing units
- Grading
- Farmer Field School (FFS)
- Selection of Representatives
- Loan Gurantee
- Knowledge Sharing
- Managing common Infra structure

IV. OTHER RELATED WORK OF FIG:-

- Formalize topic/product of group
- Confirm membership list
- Choose leadership/coordination/management
- Develop operational plan
- Set and collect fees
- Discuss and begin to design of book keeping system
- Discuss and begin to design regulations
- Agree on meeting documentation including minutes and agendas

I. Objective of formation of FPO

The policy aims to achieve the following objectives:-

- a. The FPOs will successfully deal with challenges and constraints that confront farmers by leveraging collective strength and bargaining power to access financial and non-financial inputs, services and appropriate technologies, reduce transaction costs, tap high value markets and enter into partnerships with private entities on more equitable terms.
- b. The FPOs will offer forms of aggregation and investments in irrigation, storage, processing etc. leaving land titles with individual producers and will use the strength of collective planning and bargaining for production, procurement and marketing, so that considerable value is added to the members' produce.
- c. The Policy envisages the support and encouragement to the formation of FPOS for the mutual benefit of farmers as well as industry. This will ensure improvement of production, productivity. direct linkages, and higher unit value realization for the farmers and easy and cost effective access to specific quantum and quality of raw material required by the industry.

- d. The Policy aims at maximizing direct and indirect employment generation through establishment of marketing outlets, creating necessary supply chain like sorting and grading yards, transportation, warehouses and cold storages.

II. Basic Features of FPO

- a. It is formed by a group of producers for either farm or non-farm activities.
- b. It is a registered body and a legal entity.
- c. Producers are shareholders in the organization.
- d. It deals with business activities related to the primary produce/product.
- e. It works for the benefit of the member producers.
- f. A part of the profit is shared amongst the producers.
- g. Rest of the surplus is added to its owned funds for business expansion.

Scheme for FPOs

- ⇒ The primary objective of mobilizing farmers into member-owned Producer Organizations (FPOS) is to enhance production, productivity and profitability of agriculturists, especially small & marginal farmers in the State. The participant farmers will be given the necessary support to identify the primary producers through base line survey, arrive at a common plan and intent to come together, identify the activities appropriate and relevant to their context, register themselves under the Cooperative Societies Act, 1962 or as a Producer Company under Section 581 (C) of the Indian Companies Act, 1956, as amended in 2013, prepare business plan, establish office and undertake the activities Indicated in their Memorandum of Association (MoA) and Articles of Association (AOA).
- ⇒ The Government will take proactive steps to mobilise farmers into Producers Groups starting with smaller groups at the village level which will be known as Farmer Interest Groups (FIGs). The Farmers Clubs promoted by NABARD, Producers Groups promoted under the Odisha Livelihood Mission & Directorate of Horticulture will also be eligible for financial and capacity building assistance for limited purpose of implementation of product-specific cluster/ commercial crop cycles provided they are recognised by the respective Departments and Agencies implementing the special schemes and programmes.

POSITION OF FPO UNDER NAFCC PROJECT

Registrations for the following two FPOS have been conducted.

Sl No	FPO Name	Villages covered
1	Parkod Farmers Producer Company	Parkod, Bhusidi, Baloda & Bhainsatal
2	Budhipali Farmers producer Company	Budhipali, Jangula, Palsabhadar & Amlidadar

FPO members Training

The FPO members are trained on different aspects of FPO. 240 farmers are trained about FPO for two days. The resource persons are called for the training.

- I. The resources support agency will support the team for Capacity building for Production, Harvesting, Procurement, Grading, Pulling, Handling, Marketing, Selling & Export in Producers company
- II. Preparation of action plan and to work on it for sustainability.
- III. Resources Support Agency (RSA) shall have to comply with any specific term and condition that Executive Entity may prescribe apart from those stated above, as may be considered necessary.
- IV. Resources Support Agency shall explore convergence of interventions with the existing scheme of State/ Central Govt./ other stakeholders and bring required synergy through effective coordination.
- V. RSA shall not sub-contract the work assigned to it to any other institution/entity.
- VI. RSA may undertake to document its experience during the course of implementation of the project and submit to EE, MI Division, Khariar for information/record.
- VII. The assistance of EE, NAFCC shall be duly acknowledged by displaying suitable sign board containing "Project supported under NAFCC Project" at the FPO Office and also while organising training programmes and printing of publicity/documentation material in respect of the project.
- VIII. RSA will maintain detailed account of expenditure of all approved items in respect of each FPO separately (Total two FPOs) and retain all original vouchers and receipts for verification by **EE, MI Division, Khariar** and RSA.
- IX. RSA will be required to submit a Utilization Certificate as specified above, in respect of funds released earlier, for processing of release proposal from second installment onwards.
- X. RSA will deploy experienced and qualified manpower (such as Master in Agro business, Master in Social welfare and Agro economists and a team leader for the team work) for the said task, which may be supervised and guided by a dedicated staff of RSA.
- XI. All staff engaged during the project period will be contracted by RSA and will not have any claim whatsoever on **EE, NAFCC**.
- XII. RSA will ensure timely completion of all the activities with required quality deliverables within the overall approved budget for each intervention. If the assistance received from Executive Engineer, MI Division, Khariar has not been utilized for the purposes, for which it was sanctioned/released and no satisfactory explanation is forthcoming, Executive Engineer, MI Division, Khariar will recall the entire amount of grant at once along with applicable interest rate from the date of non-utilisation /mis utilisation till the date of payment.
- XIII. RSA will ensure that detailed stage-wise report is submitted along with each release request.
- XIV. To execute the FIG and FPO activities the relevant works of component 2.4 to 2.7 which have been executed and the balance of work to be executed has been annexed in Term of Reference in Annexure-1.

5.4. Services to be rendered by RSA

SI No	Description
1	FPO training for Production Marketing and maintenance of equipment's
2	Preparation and execution of Business Plan for the FPO
2.1	Training on Value Chain Analysis,
2.2	Training on Revolving fund support
2.3	Share capital mobilization from the FPO members
2.4	Setting up of Benchmark for Business development and success

6. Tender Processing Fees:-

A non-refundable processing fee for Rs. 6000/- (Rupees Six Thousand only) in the form of demand draft in favour of "Executive Engineer M.I. Division, Khariar" Payable at Khariar has to be submitted along with the BID response. Bids received without or with inadequate tender processing fees shall be liable to get rejected.

7. Venue & Deadline for Submission of proposal :-

Proposal, in its complete form in all respects as specified in the BID, must be submitted to Executive Engineer M.I. Division, Khariar at the address specified herein earlier. Application can be submitted in two different envelopes (sealed) - (1) Technical Bid & (2) Financial bid. These two envelopes need to be put in another 3rd. envelop super scribing "Resources Support Agency for formation of FIG & FPO under NAFCC Project at Nuapada." on the top cover. In exceptional circumstances and its discretion, Executive Engineer M.I. Division, Khariar may extend the deadline for submission of proposals by issuing an amendment to be made available on the Executive Engineer M.I. Division, Khariar website, in which case all rights and obligations of Executive Engineer M.I. Division, Khariar the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

8. Validity of Tender :-

The Tender as per this document shall be valid for a period of three (3) months initially which may be extended further if required by DLSC.

9. TERMS OF REFERENCE :-

The detailed terms of reference are enclosed at **Annexure - I. Rate is to be quoted item wise.**

9.1. INSTRUCTION OF CONSULTANTS :-

The Tender is to be submitted in the manner prescribed below:

All information as detailed below is to be submitted in two hard copies in separately sealed envelopes and one soft copy in CD/Pen Drive:-

- a. Applicant's Expression of Interest as per Format - 1.
- b. Organizational Contact Details as per Format - 2.
- c. Experience of the organization as per Format – 3
- d. List of three (03) experts/ consultants on payroll as per Format – 4
- e. Financial strength of the company as per Format – 5
- f. Additional information as per Format - 6.
- g. Declaration as per Format – 7
- h. Power of Attorney in favour of Authorized Signatory with long and short signatures of Authorized person.
- i. Consultancy organization must have its office in Nuapada District.

9.2. Tender Documents have been hosted on the Nuapada District website www.nuapada.nic.in and may be downloaded from the website. The bidders are expected to examine all instructions, forms, terms and other details in the Tender Document carefully. Failure to furnish complete information as mentioned in the Tender document or submission of a proposal not substantially responsive to the Tender documents in every respect will be at the Bidder's risk and may result in rejection of the proposal

10. Qualification Criteria :-

Following will be the minimum pre- qualification criteria. Each eligible consultant should possess all the following pre-qualification criteria. Response not meeting the minimum pre-qualification criteria will be rejected and will not be evaluated.

Sl. No	Mandatory criteria of the NGO to be selected as RSA	To be attached for support documents
1	Should be legally registered and provide a self-attested copy of registration, PAN number and self-attested copy of PAN card (Indian Companies Act, 1956/ the partnership Act, 1932 and who have their registered offices in India and must have an office in Odisha./ Society Registration Act 1860)	1.Registration certificate 2. PAN Card 3. Bye-Law 4. ITR acknowledgement
2	Should not be blacklisted by Government of India, Government of Odisha, other state governments agencies, any Indian or international donor.	Self-declaration by the Chief functionary.
3	Should have a minimum of 5 years of work experience within the district on project related to Agriculture/Horticulture/Veterinary and allied activities with community organizations and/ or Farmer Producer's Organizations beyond capacity building or marketing	MoU/Sanction letter or any document reflecting the experience.
4	The bidder's should have an annual turnover of Rs. 20 lakhs in each of the last 3 Consecutive Financial years 2019-20, 2020-21, 2021-22 in India.	last 3 years' audited balance sheet and financial reports
5	Should have a minimum of 5 years of work experience on FPO strengthening, legal compliance, capacity building, business planning, value chain management and Market Promotion, etc.	Service acknowledgement/MoU if any in this regard
6	Experience on implementing Climate Resilient based livelihood work will be preferred.	MoU /Sanction letter or any documents
7	Should have a minimum of 3 years work experience with FPO in government project	MoU/Sanction letter or any document reflecting the experience.
8	Should have at least 3 years experience of working with community-based organizations like FIG/SHGs/ in the district	MoU/Sanction Letter or any documents
9	Must have worked with any of the government programs related to agriculture, NRM, Integrated	MoU/Sanction letter or any document reflecting the

	Farming System, watershed, crop diversification, natural farming/organic farming, farmer's organization in a substantial way (not merely in awareness or training or market linkages).	experience.
10	The Chief Functionary of the institution should not be a formal member of any political party and furnish an undertaking to this effect,	Self-declaration by the Chief Functionary
11	Local NGOs with similar experiences of the tender can only apply. Preference to be given to local NGO having worked in Nuapada district	Supporting Proof of Registration, Office address & Work execution are to be furnished.
12	The Bidder must have an office in Nuapada District.	Details of branch offices in Nuapada District and other Offices in KBK District, may be submitted.

- **Agencies who qualify as per the eligibility condition will be provided a brief about FIG & FPO formation and their progress for NAFCC Project at Nuapada. The agencies may be required to make a presentation, if required, to a selection committee show-casing their proposals.**
- **DLSC, NAFCC Project at Nuapada will take up references and reserves the right to pay due heed to the Bidder's performance elsewhere and any past experience from similar project works.**

11. Response :-

- 12.1. Bidders must ensure that their Bid response is submitted as per the formats attached with this document. Special comments on the objectives and scope of the service projected in the enquiry may also be submitted along with the offer.
- 12.2. Application in sealed cover super scribed as "Tender for Resources Support Agency for formation of FIG & FPO under NAFCC Project at Nuapada"
- 12.3. The document can be submitted by Speed Post/ Registered Post/ By hand. The division will not take the responsibility of delay submission. The Bid Documents received after the due time & date will not be considered for further processing.

12. Conflict of Interest :-

- 12.1. Where there is any indication that a conflict of interest exists or may arise, it shall be the responsibility of the Bidder to inform DLSC, NAFCC, Nuapada detailing the conflict in writing as an attachment to this Bid.
- 12.2. DLSC will be the final arbiter in cases of potential conflicts of interest. Failure to notify DLSC of any potential conflict of interest will invalidate any verbal or written agreement.
- 12.3. A conflict of interest is where a person who is involved in the procurement has or may be perceived to have a personal interest in ensuring that a particular Bidder is successful. Actual and potential conflict of interest must be declared by a person involved in a Bid process.

13. Condition under which Tender is issued :-

The Tender is not an offer and is issued with no commitment. DLSC reserves the right to withdraw Tender and or vary any part thereof at any stage. DLSC further reserves the right to disqualify any bidder, should it be so necessary at any stage.

14. FORMAT FOR SUBMISSION

FORMAT-1

APPLICANT'S EXPRESSION OF INTEREST

To,

Executive Engineer M.I Division, Khariar

Sub: Submission of Bid Documents for Resources Support Agency for formation of FIG & FPO under NAFCC project at Nuapada

Dear

In response to the invitation of Tender published on For the above purposed, we should like to express interest to carry out the above purposed task, As instructed, we attach 2 sets of the following documents in separately sealed envelopes and one soft copy:

1. Organizational Details (Format-2)
2. Experience in related fields (Format-3)
3. List of expert/ consultants on payroll at least-3 (Format-4)
4. Financial strength of the organization (Format-5)
5. Additional information (Format-6)
6. Declaration (Format-7)

Yours sincerely

Signature of the applicant

[Full name of applicant]

Stamp.....

Date:

Encl; As above

Note: This is to be furnished on the letter head of the organization

FORMAT-2

Sl. No.	Organization Contact Details	
1	Name of Organization	
2	Main area of business	
3	Type of organization Firm/Company Partnership firm registered under the Indian Companies Act, 1956/ the partnership Act.1932 society Registration Act. 1860	
4	Whether the firm has been blacklisted by any Central Govt./State Govt./ PSU/Govt. bodies /Autonomous? If yes, details thereof.	
5	Address of registered office with telephone no., Fax, e-mail id, website.	
6	Address of offices in i) Regd. Office in KBK dist/ Nuapada Dist.	
7	Contact person with telephone no. & E mail ID	

Enclose:-

1. Copy of certificate of Incorporation/registration
2. Copy of Article of Association in respect of 3 above
3. Undertaking in respect of 4 above

Signature of the applicant
Full name of applicant
Stamp & date

FORMAT-3

Experience in related Fields

Overview of the post experience of the Organization in all aspects related to project implementation

Sl. No	Name of the Project	Name of the funding agency/Govt./Central Government etc	Project Period	Project Area(HH coverage /Area) etc	Remarks/Letter of appreciation
1					
2					
3					

Signature of the applicant
Full name of applicant

Stamp & Date

FORMAT-4

List of Expert on Payroll				
Sl.No	Name	Designation	Experience	Education Qualification
1				
2				
3				

Signature of the applicant
Full name of applicant
Stamp & Date

FORMAT-5

Financial Year*	Turnover from Professional Services	Turnover from other Activities	Total Turnover	Income tax return filed (Status of availability)
2019-20				
2020-21				
2021-22				

Signature of the applicant
Full name of applicant
Stamp & Date

FORMAT-6

Declaration

We here by confirm that we are interested in completing for the Consultancy Service as Resources Support Agency for strengthening of FIG & FPO under NAFCC Project at Nuapada.

All the information provided herewith is genuine and accurate.

Authorized Person's Signature.

Name & Designation:

Date of Signature:

Note: The declaration is to be furnished on the letter head of the organization

ANNEXURE-I

FINANCIAL BID

To execute the work as “Resources Support Agency for FPO & Capacity Building activities under NAFCC Project at Nuapada” the following activities are to be executed with the amount bided by us:-

SI No	Items to be executed by NGO	Unit	Rate/Unit cost/Approximate remuneration per month	Total Amount(10 month)	Remark
1	Engagement of Team Leader	1			At least 5 year experience in rural development project with adequate knowledge on FPO management and MSW/MBA/Rural Development qualification, etc
2	Social Expert	1			MSW/Rural Development with minimum 3 year's experience in FPO management and adequate computer knowledge
3	Horticulture/Agriculture Expert	1			Minimum 2 year's experience with B.Sc Agriculture with computer knowledge. Or 5 year experience on agriculture/horticulture project with computer knowledge
4	Expert Fisheries & Livestock	1			Minimum 2 year's experience with veterinary/fisheries with computer knowledge. Or 5 year experience on fisheries and livestock project with computer knowledge
5	Community Resource Person	08			10 th pass with Minimum 4 year experience on community mobilization and project implementation at cluster/GPs level.
6	Data Entry and Documentation Personnel	1			2 year experience on data entry and documentation with graduation.
7	Travel Cost				
8	Stationary /Contingency expenses				
	Grant Total Rs				

Signature of Chief Functionary

Date;

