



**AGRICULTURE TECHNOLOGY MANAGEMENT AGENCY.  
RAYAGADA, DIST-RAYAGADA 765001.**

**e.mail- [ddaraya.dag@nic.in](mailto:ddaraya.dag@nic.in)/[pdatmarayagada@gmail.com](mailto:pdatmarayagada@gmail.com), Ph.No-06856-222148**

Letter No 1301

Date 30/11/2023

**Advertisement for inviting Expression of Interest(EOI)for the role of Block Level  
Procurement Agency for Ragi Procurement-KMS-2023-24**

Expression of Interest(EOI) is invited from the suitable FPOs/SHG Federations having willingness and previous experience in carrying out operation & awareness campaigns on procurement of agriculture products. EOIs for **Rayagada/ Kalyansingpur/ Muniguda/ Kolnara** block of Rayagada district should reach the undersigned in sealed envelopes on or before **07<sup>th</sup> December 2023 ,5.00 P.M by speed post/registred post/hand & same shall be opened on 08<sup>th</sup> December 2023 at 11.00 A.M** for being considered for the selection process of Block Level Ragi Procurement Agency for Ragi Procurement-KMS-2023-24.

The authority reserves all right to accept/reject any or all the EOI without assigning any reasons thereof.

**Criteria for FPOs/SHG Federations to be selected as Procurement Agencies for Ragi**

- To be a Block level Procurement agency FPO/SHG Federation must be a registered body.It Should either be a Cooperative registered under the state cooperatives Act of Odisha or a producer company registered under the Companies Act,SHG Federation registered under Society Registration Act 1860.
- The FPO/SHG Federations should not be defaulter of loan from any public or private bank.
- The FPO/SHG Federations should not be blacklisted by the Government.
- The FPO/SHG Federation should have the following procurement infrastructure & equipment.
  - ✓ Should have storage point of minimum 50 MT.
  - ✓ Should have equipment for procurement i.e,Digital Moisture Meter, Tarpaulin, Weighing Scale, Stitching Machine,Sieving Machine and so on.
  - ✓ Should have minimum working capital of Rs.100000/-
  - ✓ Should have office setup with laptop,printer,inverter and internet connectivity.
  - ✓ Should be able to hire human resources for carrying out procurement activities.
- Scoring of FPOs/SHG federations will be done for selection based on criteria regarding institutional and financial health.The FPOs/SHG Federations attaining higher marks in the scoring will be selected.
- Only one FPO or SHG Federation will be selected in a block for Ragi Procurement.

CDAO-Cum-PD, ATMA

Rayagada

## Application Format

Name of FPO/SHG Federation:-

Apply for Block :-

District :-

- Years of Existence :-
- Size of FPO/SHG Federation (Members) :-
- Land holding of Members
  - Small and marginal Farmers :-
  - Others :-
- \_\_\_\_\_
- Total =
  
- Profile of Members
  - Women, SC/ST Farmers :-
  - Others :-
- \_\_\_\_\_
- Total =
  
- Meeting-frequency, time and place :-  
(Monthly, Quarterly or Irregular)
  
- Attendance of Board of Directors/Members at meeting in last 10 meetings :-  
(above 80%, 60% to 80% or less than 60%)
  
- Rules and Regulations :-  
(Verbal, not always followed or everyone is involved and documented)

- **Share Capital/Saving Amount Collection** :-  
(All members, collected but not all members or not collected)
- **Member involvement in production/Marketing related activities** :-  
(More than 80%,50% to 80% or less than 50%of the members involvement)
- **Loan repayment by FPO/SHG Federation to Bank/FI** :-  
(More than 80% ,60% to 80% or less than 60% of the loan)
- **Books and Accounts** :-  
(Books accounts & registers are maintained or Maintained but not updated or No maintenance)
- **Turnover** :-  
(More than Rs 500000 per year, Rs 250000 to 500000 per year, Rs 100000 to Rs 200000 per year & Less than Rs 10000)
- **Annual Audit** :-  
(Audit done regularly, Audit not done regularly & Audit not done)
- **Area coverage of FPO/SHG federation** :-  
(Members from more than 70% of villages of the block, Members form more than 50% and less than 70% village of the block & Members from less than 50 % village of the block)
- **Appointment of CEO/DEO** :-  
(CEO/DEO Appointed for full time, CEO/DEO Appointed for part time or CEO/DEO Not Appointed)
- **Availability of office set up with laptop, printer, inverter and internet connectivity** :-  
(Office set up or Office set up with laptop, printer, inverter and internet connectivity)
- **Availability of storage Point** :-  
(Minimum@50 MT)

- Availability of equipment for Procurement i.e; Digital Moisture meter, Tarpaulin,  
Weighing machine, Sieving Machine and So on. :-

(All supporting document should be attached along with application form)

**DECLARATION**

I, Mr/Mrs \_\_\_\_\_ hereby declare that all information mentioned in the  
application form by \_\_\_\_\_ (Name of the FPO/SHG Federation) is correct,  
true and valid.

**Place:**

**Signature**

**Date:**

**Name & Designation**