



ଜିଲ୍ଲା ମୁଖ୍ୟ କୃଷି ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ରାୟଗଡ଼

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER,
RAYAGADA

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Expression of Interest (EoI) for selection of Service Providers (SP) under the Programme Mechanized Direct Seeded Rice (DSR) demonstration under the sub-scheme Promotion of Improved Package of Practices (PIPP) under the State Sector scheme" Crop Production Management" 2024 of Rayagada District .

Mechanized Direct Seeded Rice (DSR) has emerged as an efficient economically viable and environmentally promising alternative to puddle Transplanted Rice and Beushaning method in achieving productivity gain with less water less labor and reduced production cost .

The Mechanized DSR will be promoted in two blocks of Rayagada namely Padmapur & Gunupur blocks during Kharif season and in assured irrigation area during the Rabi season . The programme will be implemented in a cluster approach with continuous/contiguous patch of 10 hectares and a service provider shall implement a minimum area of 20 hectares .

This EoI for two blocks of Rayagada district

This programme will be implemented through Service Providers . Herewith eligible Non-Governmental Organization (NGOs)/Community Based Organizations like SHGs/Pani Panchayats/FIGs/CIGs/FPOs and Agro Service Centers which can provide-facilitate the tractor-driven seed drill for mechanized DSR will be selected for the role of " Service Provider(SP)" Selection will be done by the Chief District Agriculture Officer(CDAO) Rayagada district .

1. **Desired responsibilities of Service Provider (SP):-** The Service Provider will be selected with due process by the Chief District Agriculture Officer, Rayagada . The SP shall have the sufficient numbers of personnel for coordination of the programme at the block level .

Role and Responsibilities:-

1. Aware farmers about the benefits of the Direct Seeded Rice (DSR) by organizing awareness campaigns with the help of Local Extension Functionaries.
2. It will provide coordinator to each cluster who will be responsible for the implementation of the programme in the cluster. The name of the coordinator should be provided to CDAO for smooth implementation of the programme .
3. Motivate and mobilize farmers to adopt DSR in their field and collect applications in the prescribed format from the willing farmers .
4. Select patches suitable for DSR taking various factors like land suitability, availability of irrigation source, availability of implementation for DSR etc.
5. Submit geo-coordinates of continuous/contiguous patch along with beneficiary list concerned Block Agriculture Officer(BAO)

6. Ensure the participation of farmers/department officials during the selection of patches and farmers lists for DSR demonstration.
 7. Submit the patch and beneficiary list to the concerned BAO well ahead of the farming season.
 8. Conduct training on the different technical aspects of DSR involving KVK/RRTTS scientists/Department officials.
 9. Facilitate in provisioning of Tractor driven seed drill/Multi Seed driller at farmers' doorstep for successful adoption of the technology.
 10. It will facilitate the ploughing of the field by tractor and sowing of the paddy seeds through seed drill machines in the field of the beneficiary.
 11. Ensure regular monitoring of the DSR patch during implementation. Any difficulties faced by the beneficiary during the implementation of DSR shall be either resolved by the Service provider or shall be brought to the notice of the Block level officials of the department .
 12. Motivate and ensure the beneficiaries for timely application of the critical inputs i.e seed treating chemicals, fertilizer, pesticides, including integrated Weed Management etc.
 13. Facilitate department for crop cutting experiments of DSR plot .
 14. It will produce the claim bill dully field in all respects to the Assistant Agriculture Engineer (AAE) for the release of incentives for DSR to the farmers. The claim bill shall contain the farmer's details, land details, bank account details a declaration by each individual farmer regarding the completion of the work etc. All the documents before submission to the AAE shall be dully verified by the local Agriculture Overseer(AO)/Village Agriculture Worker (VAW) .
 15. It will make all-out effort to document the DSR demonstration with good-quality Photographs, Videos and success stories.
 16. Necessary steps for publicity of the programme .
 17. In the event of non-performance, SP will be removed based on evaluation by block/District level committees.
 18. MoU shall be renewed annually based on the performance of the SP. If performance is not found satisfactory, then MoU shall not be renewed for the next year .
- 2. Mandatory criteria of the NGO to be selected as Service Provider are mentioned below.**
01. The organization if registered under Charitable trust or Societies Registration Act.1860 or recognized by any government organization or with good tract records of such type of works or can provide a self-attested copy of such certificates/undertakings.
 02. If not registered, It should be functional without any defaulted loans from any government or non-government sources. Must have literacy skills among the members and willing to incur the operational cost of the programme till the fund is released. The proceeding of the meeting of the formation day must be attached with proceeding of the last meeting .
 03. It should submit a letter of intent mentioning that he/ she is willing to be involved in the assignment along with a resolution to CDAO .
 04. Performance to be given to the service provider having its own tractor with seed drill or it will facilitate providing tractor with seed drill for mechanized DSR.
 05. For the purpose service provider will provide documents regarding having tractor with seed drill in their name or it will submit an agreement paper with farmer having tractor with seed drill or with any agency for providing tractor with seed drill .
 06. Preference to be given to local agencies of the same district/adjoining block .
 07. In case of NGO, it must be registered under any appropriate authority and having certificate of incorporation /registration and a self-attested copy of PAN card .

08. Should not be blacklisted by government of India, Government of Odisha, other state governments agencies any Indian or International donor and provide a self-declaration by the authorized representative to this effect .
09. Should have a valid GSTIN number .
10. Should have an active bank account number .
11. The Chief Functionary of the institution should not be a formal member of any political party and furnish an undertaking to this effect .

How to apply:-

The Detailed format of EOI is attached as Annexure-I

- A. NGOs need to apply in the specified format only .
 - B. On "Expression of Interest" Format, the name of the block/blocks applied for should be mentioned .
 - C. Mandatory Documents for submission along with EoI application.
Self-Attested Copies of the following documents need to be submitted along with EOI form .
 - i. EoI application form
 - ii. In case of NGO, it must be registered under any appropriate authority and having certificate of Incorporation/Registration-copy to be attached .
 - iii. In case of proceeding of the meeting of the formation day must be attached with proceeding of the last meeting .
 - iv. PAN Card
 - v. Adhar Card
 - vi. Valid GSTIN number.
 - vii. Valid Bank Account
 - viii. Previous year Income Tax Returns if available.
 - ix. Total no of professional staff of the organization .
 - x. Details of the coordinator for each block for smooth implementation of the programme .
1. Address of office in the block/District proposed .
 2. Self-Declaration by the authorized representative as non-blacklisted Agency from any State/Central Govt. or any other Donor Agency.
 3. Self-declaration non-involvement or association with any political parties .
 4. A letter intent mentioning that he/she is willing to be involved in the assignment along with a resolution to CDAO.
 5. List of own tractors with Seed drill or undertaking to facilitate providing tractor with seed drill if available.

6. For the point service provider will provider documents regarding having tractor with seed drill in their name or it will submit an agreement paper with farmer having tractor with seed drill or any agency for providing tractor with seed drill .

Further information can be obtained at the office of the Chief Chief District Agriculture Officer, Rayagada district during office hours (Between 10.00 AM to 5.00 PM)

Interested service providers will have to submit filed EoI with duly field all desired details (hard copy with Photocopies of other required supporting documents) to the office of the Chief District Agriculture Officer, Rayagada before 5.00 PM of 13.07.2024 By registered/ Speed post only (no other means will be entertained) in sealed envelope super scribed as " EoI for selection of service provider under Mechanized-DSR of Rayagada district .

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

The date and time of opening of EoI will be on 18.07.2024 at 10.30 AM .

The applications received after due date and time will be not be considered.

The Chief District Agriculture Officer, Rayagada retains the right to withdraw expression of interest or change the date at any point of time without further explanation or notice .

03. Process of Selection

I. Stage-1: Document review as per EOI requirements and short listing based on document review by district level committee under the chairmanship of CDAO, eligible applicants for each programme block will be scrutinized and finalized one or more agencies as service provider .

II. Stage-2: Field Verification and Finalization:- Shortlisted applicants will be verified physically through field verification by the District Level Committee members. All original documents field office . Field implementation etc. will be verified Based on the field visit. The best applicant will be selected. Applicant can be selected for one or more blocks as per feasibility and the DLC will approve suitable SP as per requirement of the district .

III. Stage-3: In case, more than one SP are being selected, the committee will allot the target area as well as the jurisdiction (Block/GP/Village) of the service providers for programme implementation and accordingly MOU will be signed between the CDAO and the Service Provider .

IV. NGOs selected as SPs will produce all relevant original documents for verifications again at the office of the CDAO, as per requirement before signing of MOU immediately after field visit .


**Chief District Agriculture Officer,
Rayagada**



**Expression of Interest (EoI) for selection of Service Providers (SP) under the
Programme Mechanized Direct Seeded Rice (DSR) demonstration of
Raygada District**

Details of the Organization:

- i. I i. 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, if different from (c) --
- ii. Identity/ Legal Status
- i) If Organization registered (yes/ no) --
 - ii) If yes under which act -
Society Act Under Trust Act
 - 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 organization is registered under FCRA - Yes No
 - vii) Whether it is registered under Income Tax - Yes No



iii. Governance

- i) Does the organization has a governing board:(Yes/No)
- ii) If yes, what is the tenure of the board (in years) and Nature -
- iii) Attach annual reports for the previous year
- iv) What are sources of fund for the organization
 - Corpus - (Yes/ No)
 - Endowment - (Yes/ No)
 - Donation - (Yes/ No)
 - Govt. Grant - (Yes/ No)
 - Donor's grant - (Foreign) - (Yes/ No)
 - Other if other, please specify -

iv. Financial Management

- i) Whether accounts are audited by external auditor: Yes No
- ii) Do you have system of Internal control: Yes No
- iii) If yes, specify -
- iv) Average Annual turnover-

v. Personnel / Staff (Current status)

- i) Total number of staff- Male- Female- Total-
- ii) No. of technical / professional staffs (M / F) please specify

Details of proposed Coordinator to be appointed for the scheme:

Name	Position	Engaged since (year)	Qualification	Experience	Block to work

vi. About the Organisation and Experience:

- i. Was the organisation blacklisted any time? If yes, provide the details.
- ii. Name of the Block proposed for the program:

District Name	Block Name	No of GPs