



OFFICE OF THE PROJECT DIRECTOR, ATMA, GANJAM, BERHAMPUR.

Baidyanath Nagar, Berhampur, Pin-760010

Mail id-pdatmaganjam@gmail.com

Letter No: 1744

Dated: 03-12-2025

To

The District Information Officer
National Informatic Centre (NIC) Ganjam,
Chatrapur.

Sub: Uploading of Expression of interest for the Role of Block Level procurement Agency for Ragi Procurement-KMS 2025-26.

Sir,

In inviting a reference to the subject cited above, please find enclosed herewith the Expression of interest for Advertisement for the Role of Block Level procurement Agency for Ragi Procurement-KMS 2025-26 in Jagannathprasad/Polosara/Soroda/ Sheragada/ Sanakhemundi Block under Shree Anna Abhiyan, Ganjam from suitable FPOs/WSHG's federations/ WSHG's. Interested FPOs/WSHG's federations/ WSHG's will have to submit EoI with duly filled Annexure-I along with all details and documents to the "Office of the Chief District Agriculture officer cum Project Director, ATMA, Ganjam, Berhampur Odisha-760010". Last date of receipt is 09.12.2025 up to 12.00 PM by no other means than Registered/Speed post and same shall be opened on Dt. 09.12.2025 at 3.00pm in presence of authorized signatories and representatives. Proposal through E-mail will not be entertained in this regard. The authority shall not be responsible for any sort of postal delay and proposal received beyond scheduled date and time. The authority reserves the right to cancel/reject any or all the EoI without assigning any reason thereof.

This is for your kind information and necessary action.

Encl :- EoI

Yours faithfully

ASB 3/12/25
Project Director, ATMA,
Ganjam, Berhampur

Memo No. 1745

Date. 03-12-2025

Copy forwarded to the the Block Agriculture Officer/Assistant Agriculture Officer Sanakhemundi, Sheragada, Polosara, Jagannathprasad & Soroda instructing to notify the EoI in notice board for wide circulation.

ASB 3/12/25
Project Director, ATMA,
Ganjam, Berhampur

Memo No. 1746

Date. 03-12-2025

Copy forwarded to the the CDPO Sanakhemundi/ Sheragada/ Polosara/ JagannathPrasad/ Soroda with a request to notify the EoI in notice board for wide circulation.

ASB 3/12/25
Project Director, ATMA,
Ganjam, Berhampur

Memo No. 1747

Date. 03-12-2025

Copy forwarded to the the DSWO, Chatrapur to notify the EoI in notice board for wide circulation.

ASB 3/12/25
Project Director, ATMA,
Ganjam, Berhampur

Memo No. 1748

Date. 03-12-2025

Copy forwarded to the ADO Aska, Berhampur, Digapahandi, Khallikote & Bhanjanagar for information and necessary action.

AS 3/12/25

Project Director, ATMA,
Ganjam, Berhampur

Memo No. 1749

Date. 03-12-2025

Copy to Programme Secretariat (WASSAN), Special Programme for Promotion of Millets in Tribal Areas for information.

AS 3/12/25

Project Director, ATMA,
Ganjam, Berhampur

Memo No. 1750

Date. 03-12-2025

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

AS 3/12/25

Project Director, ATMA,
Ganjam, Berhampur

Memo No. 1751

Date. 03-12-2025

Copy submitted to the Collector & DM cum Chairman for favour of kind information & necessary action.

AS 3/12/25

Project Director, ATMA,
Ganjam, Berhampur

Annexure 1: Sample EOI Format for Selection FPOs/WSHG Federations /WSHGs for the role of Block Level Ragi Procurement Agency

Office of the CDAO-Cum-PD ATMA, Ganjam, Berhampur

Advertisement for inviting Expression of Interest (EOI) for the role of Block Level Procurement Agency for Ragi Procurement-KMS-2025-26

No 1752

Date 03-12-2025

Expression of Interest (EOI) is invited from the suitable and FPOs/WSHG Federations / WSHGs having willingness and previous experience in carrying out operations & awareness campaigns on procurement of agricultural produces. EOIs are to be submitted in the prescribed format available on or before 09.12.2025 by 12:00 pm at “**Office of the Chief District Agriculture officer cum Project Director, ATMA, Ganjam, Berhampur Odisha-760010**” for being considered for the selection process of Block Level Ragi Procurement Agency for Ragi Procurement-KMS-2025-26 by no other means than Registered/Speed post and same shall be opened on Dt. 09.12.2025 at 3.00pm in presence of authorized signatories and representatives. Proposal through E-mail will not be entertained in this regard. The authority shall not be responsible for any sort of postal delay and proposal received beyond scheduled date and time. The authority reserves the right to cancel/reject any or all the Eoi without assigning any reason thereof. The Application format and details terms & conditions are available in the official websites of the district (<https://ganjam.odisha.gov.in/or>)

Criteria for FPOs/ WSHG Federations /WSHGs to be selected as Procurement Agencies for Ragi

FPOs/WSHG Federations/ WSHGs fulfilling the following conditions shall be selected:

1. To be a Block level procurement agency FPO/WSHG Federations/ WSHGs 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, WSHG Federation registered under Society Registration Act 1860.
2. The FPO/ WSHG Federations/WSHGs should not be a defaulter of loan from any public or private bank.
3. The FPO/ WSHGs Federations/ WSHGs should not be blacklisted by the government.
4. The FPO/WSHG Federation/WSHGs should have the following procurement infrastructure & equipment:
 - a) Should have storage point of minimum 50 MT.
 - b) Should have equipment for procurement i.e., Digital Moisture meter, Tarpaulin, Weighing Scale, Stitching Machine, Sieving Machine and so on.

- c) Should have minimum working capital of Rs. 1,00,000/-
- d) Should have office setup with Laptop, Printer, inverter, and internet connectivity
- e) Should be able to hire human resources for carrying out procurement activities

5. Scoring of FPOs/ WSHG Federations/ WSHGs will be done for selection based on criteria regarding institutional and financial health. The FPOs/ WSHG Federations / WSHGs attaining higher marks in the scoring will be selected.

6. One FPO or WSHG Federation / WSHGs will be selected in a block for Ragi Procurement.

AKG 2/12/25
Project Director, ATMA,
Ganjam, Berhampur

**Application Form/Scoring Sheet for FPO/ WSHG Federations/ WSHGs Selection as
Block Level Procurement Agency for Ragi Procurement**

Shree Anna Abhiyan 2025-26

Name of FPO/ WSHG Federation/ WSHGs: _____

Block Applying For: _____

District: _____

Scoring Sheet for Farmer Producer Organization / WSHG Federation / WSHG for Block Level Procurement agency for Ragi					
SL no.	Areas for Rating	Total Scores	Criteria	Criteria Wise Scores	Marks Obtained
1	Years of Existence	10	More than 5 years	10	
			2 to 5 Years	5	
			Less than 2 years	2	
2	Membership of FPO/WSHG Federations/ WSHGs in the Block applied	10	Above 200 members	10	
			50 to 200 members	5	
			Below 50 members	2	
3	Percentage of Members are Ragi growers in the Block applied	10	More than 75%	10	
			More than 50% but less than 75%	5	
			Less than 50%	2	
4	Profile of members	10	More than 80% members are Women, ST / SC Farmers	10	
			60 to 80% members are Women, SC/ST Farmers	5	
			Less than 60% members are Women, SC/ST Farmers	3	
5	Meeting - frequency, time, and place	10	Monthly	10	
			Quarterly	5	
			irregular	2	
6	Attendance of Board of Directors/Members at meeting in last 10 meetings	10	More than 81%	10	
			60-80%	5	
			Less than 60%	2	

7	Rules and regulations	10	Everyone is involved and rules documented	10	
			Rules are not always followed	5	
			Verbal/ Non-Existent	2	
8	Share Capital/Saving Amount Collection	10	Share Capital/Saving Amount collected from all members	10	
			Share Capital/Saving Amount collected but not from all members	5	
			Share Capital/Saving Amount not collected	0	
9	Member involvement in Production / Marketing related activities	10	More than 80% of the members	10	
			50% to 80% of the members	5	
			Less than 50% of the members	2	
10	Loan repayments by FPO/WSHG Federation/WSHGs to Banks/FI	10	More than 80% loan repayment as per schedule	10	
			60-80% loan repayment as per schedule	5	
			Less than 60% timely loan repayment	2	
11	Books and Accounts	10	Books, accounts & registers are maintained	10	
			All records are maintained but not updated	5	
			No maintenance of books and accounts	0	
12	Turnover	10	Greater than 500000 Per year	10	
			Between Rs250000 to Rs 500000 per year	5	
			Less than Rs 10000	0	
13	Annual Audit	10	Audit done regularly	10	
			Audit not done regularly	5	
			Audit not done	0	

14	Area Coverage of FPO/WSHG Federation/WSHG	10	Members from more than 70% of villages of the Block	10	
			Members from more than 50% and less than 70% village of the Block	5	
			Members from less than 50% village of the Block	0	
15	Appointment of CEO/DEO	10	CEO/DEO/appointed for full time	10	
			CEO/DEO/ appointed for part time (irregular)	5	
			CEO/DEO not appointed	0	
16	Availability of Office Set Up with Laptop, Printer, inverter, and internet connectivity	10	Office Set Up	5	
			Office Set Up with Laptop, Printer, inverter, and internet connectivity	10	
17	Availability of Storage point (Minimum@ 50 MT)	10	Availability of Storage point (Minimum@ 50 MT)	10	
18	Availability of equipment for procurement i.e., Digital Moisture meter, Tarpaulin, Weighing Scale, Stitching Machine, Sieving Machine and so on	10	Equipment availability for procurement i.e., Digital Moisture meter, Tarpaulin, Weighing Scale, Stitching Machine, Sieving Machine and so on	10	
19	Is the FPOS and WSHG federation / WSHGs working as Implementing agencies under Shree Anna Abhiyan in the applied Block	10	Yes	10	
			No	0	
Grand Total		190			

Declaration: I, Mr/Mrs _____ hereby declare that all information mentioned in the application form/scoring sheet by _____ (Name of the FPO/SHG Federation) is correct, true and valid. The supporting documents shall be presented before the concerned authority as and when required during the selection process.

Signatory Authority with Seal-1

Signatory Authority with Seal-2