

**OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER,
GANJAM, BERHAMPUR**

Baidyanath Nagar, Berhampur-760010

Email ddabmp.dag@od.gov.in

Letter No. 225 //Agril// Date. 15.01.26
To

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

Sub: Publication of Expression of Interest (EOI) for selection of Community Based Organizations (CBOs) at Block Level under "Promotion of indigenous aromatic and non-aromatic paddy with export potential/local market" 2025-26 of Ganjam District.

Sir,

With reference to the letter cited above on the subject, I am enclosing herewith the copy of advertisement to be floated in the District Portal(www.ganjam.nic.in) for selection of Community Based Organizations (CBOs) at Block Level under "Promotion of indigenous aromatic and non-aromatic paddy with export potential/local market" 2025-26 of Ganjam District.

Therefore it is requested to kindly publish the same for inviting EOI through District Website, NIC, Chatrapur today positively.

This is for your information and necessary action.

Encl: As above

Yours faithfully

AUG 15/1/26

Chief District Agriculture Officer,
Ganjam, Berhampur

Memo. No. 226 Date. 15.01.26

Copy submitted to the Collector & District Magistrate-cum-Chairman, DLSC, Aromatic and Non-aromatic Paddy, Ganjam for favour of kind information and necessary action.

AUG 15/1/26

Chief District Agriculture Officer,
Ganjam, Berhampur

Memo. No. 227 Date. 15.01.26

Copy submitted to the Joint Director of Agriculture (SP&C), Directorate of Agriculture & Food Production, Odisha, Bhubaneswar for favour of kind information and necessary action.

AUG 15/1/26

Chief District Agriculture Officer,
Ganjam, Berhampur

**DEPARTMENT OF AGRICULTURE & FARMERS' EMPOWERMENT
OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER,
GANJAM, BERHAMPUR**

Baidyanath Nagar, Berhampur-760010

Email - ddabmp.dag@od.gov.in

Letter No. **224**

//Agril//

Date. **15-01-26**

Expression of Interest (Eoi) for engagement of Community Based Organizations (CBO/FPC/FPO) at Block Level under "Promotion of indigenous aromatic and non-aromatic paddy with export potential/local market" 2025-26 of Govt. of Odisha.

Expression of Interest is invited by the Chief District Agriculture Officer, Ganjam from the experienced and interested organizations for engagement as Community Based Organization(CBO/FPC/FPO) for newly allotted blocks of Ganjam District under "Promotion of indigenous aromatic and non-aromatic paddy with export potential/local market" 2025-26. Interested organizations/agencies are requested to submit the Eoi in sealed envelope super scribed as **Application for engagement as Community Based Organizations (CBO/FPC/FPO) at Block Level under "Promotion of indigenous aromatic and non-aromatic paddy with export potential/local market" 2025-26 of Ganjam District** 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 the Office of the Chief District Agriculture Officer (Ganjam) from the above-mentioned district. Last date for receipt of Eoi is **29.01.2026** and the same shall be opened on 30.01.2026 at 11.00 A.M in presence of authorized signatory and representatives.

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 right to be rejected. The authority reserves the right to cancel/reject any or all the EOI without assigning any reason thereof.

15/1/26
**Chief District Agriculture Officer
Ganjam, Berhampur**

**Expression of Interest for Engagement of Block Level
Community Based Organization (FPO/FPC)
for the scheme “Promotion of Indigenous Aromatic and Non-
Aromatic paddy with Export potential/Local market”**

1. Introduction: -

Department of Agriculture & Farmers’ Empowerment, Government of Odisha is scaling up the programme “Promotion of Indigenous Aromatic and Non-Aromatic paddy with Export potential/ Local market” in 15 districts namely Mayurbhanj, Keonjhar, Gajapati, Malkangiri, Koraput, Sundargarh, Rayagada, Kalahandi, Sambalpur, Angul, Nuapada, Nabarangpur, Dhenkanal, Ganjam, Nayagarh during 2025-26. For smooth implementation of the programme Community Based Organization (FPC/FPO) are being engaged at block level. The objectives of the programme are mentioned below as:

- ✓ Identification of the available indigenous non-basmati aromatic, superfine & special character paddy having potential export opportunity.
- ✓ To promote selected indigenous paddy (aromatic/non-aromatic) having better market potential for export.
- ✓ To make indigenous aromatic/ non-aromatic paddy cultivation a remunerative enterprise by linking export promotion.
- ✓ To make available these selected indigenous non-basmati paddy varieties through pure line selection/other suitable breeding techniques of paddy.
- ✓ To maintain the seed chain of selected varieties in formal & informal manner.
- ✓ To develop Improved Package of Practices for indigenous paddy and Post-Harvest Management techniques to meet export standards.
- ✓ Establish “Common Facility Centers”- equipped with modern processing machinery for milling, polishing, packaging of aromatic and non-aromatic rice.
- ✓ To promote SRI / Line Transplanting/ DSR for higher productivity.
- ✓ Linkage of FPOs/ FPCs for Production, Marketing and Export of indigenous paddy.
- ✓ To assess the nutritive and other special characteristics of the selected varieties.
- ✓ To promote organic cultivation of indigenous paddy (aromatic/ non-aromatic).
- ✓ Establishment of the organic product brand as “KALINGA-ORGANIC”.

2. Roles and Responsibilities of the Community Based Organization:

The Farmers Producer Organization (FPO) or Farmers Producers Company (FPC) will be treated as Community-Based Organization (CBO) under this programme. The selected CBOs will undertake different key activities like implementation of Incentivisation programme on Indigenous (Aromatic & non-aromatic) paddy, conduct meetings, training & capacity building on indigenous paddy, cluster level aggregation of harvested paddy, processing & milling of the indigenous paddy and procurement of indigenous paddy from the registered farmers for marketing.

- ✓ CBOs will facilitate the AO/VAWs in selection of progressive interested

farmers.

- ✓ The selected CBOs will help Progressive farmers for promoting the non-basmati indigenous (Aromatic/Non-aromatic) paddy of export /local market.
- ✓ CBOs will help the State Level Support Agency for registration of farmers for organic cultivation of indigenous paddy.
- ✓ CBO will enter into agreement/ MOU/ MoA with the State Level Support Agency & with CDAO at the district level. The MoU/MoA with the CBO may be renewed under this programme on satisfactory performance of the CBO.
- ✓ CBO will link the market with the help of SLSA for marketing of indigenous rice.
- ✓ The CBO will perform any other work as assigned by the higher authority and as per the operational guideline of “Promotion of Indigenous Aromatic and Non-aromatic paddy with Export potential/ Local market” and any other work as desired by the Department time to time as and when required related to this programme.

3. Area of Operation:

The project will be implemented in 15 districts for the Financial Year 2025-26. Details of newly added block sin Ganjam districts where CBOs is to be selected for FY 25-26 is mentioned below:

Sl No.	Name of the Block	Area(In Ha.)	No. of CBOs to be selected
1	Digapahandi	200	1
2	Sanakhemundi	200	1
3	Kabisuryanagar	200	1
4	Purusottampur	200	1
5	Bhanjanagar	200	1
6	Sorada	200	1
7	Jagannathprasad	200	1
8	Polasara	200	1
9	Patrapur	200	1
10	Chikiti	200	1
Total		2000	10

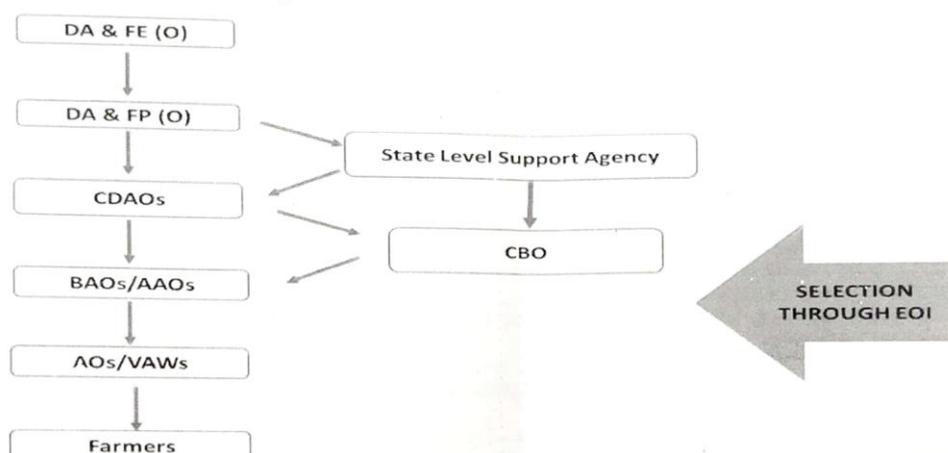
4. Community Based Organizations (CBOs) :

The Farmers Producer Organizations or Farmers Producers Company (FPC) selected through EOI will be treated as Community-Based Organizations (CBOs) under this programme.

- a) SLSA with the help of the CBOs will implement the programme at cluster level.
- b) Before implementation of the programme, it will enter into agreement/ MOU/ MoA with the State Level Support Agency & with CDAO at the district level.
- c) CBOs will facilitate the AO/VAWs in selection of progressive interested farmers.
- d) The selected CBOs will help Progressive farmers for promoting the non-basmati indigenous (Aromatic/Non-aromatic) paddy of export potentials/local market.
- e) CBOs will help the SLSA for registration of farmers for organic cultivation of indigenous paddy.
- f) CBOs will procure the organic produce from the farmers for marketing purposes.
- g) The MoU shall be renewed annually based on the performance review of the CBO, by the concerned CDAO with support from SLSA. If performance is not found satisfactory, then MoU shall not be renewed for the following year. The CDAO has the authority to disengage the CBO.
- h) CBOs will be provided Rs.200/- per hectare for programme implementation, management & awareness creation among the farmers.

5. Programme Delivery Mechanism

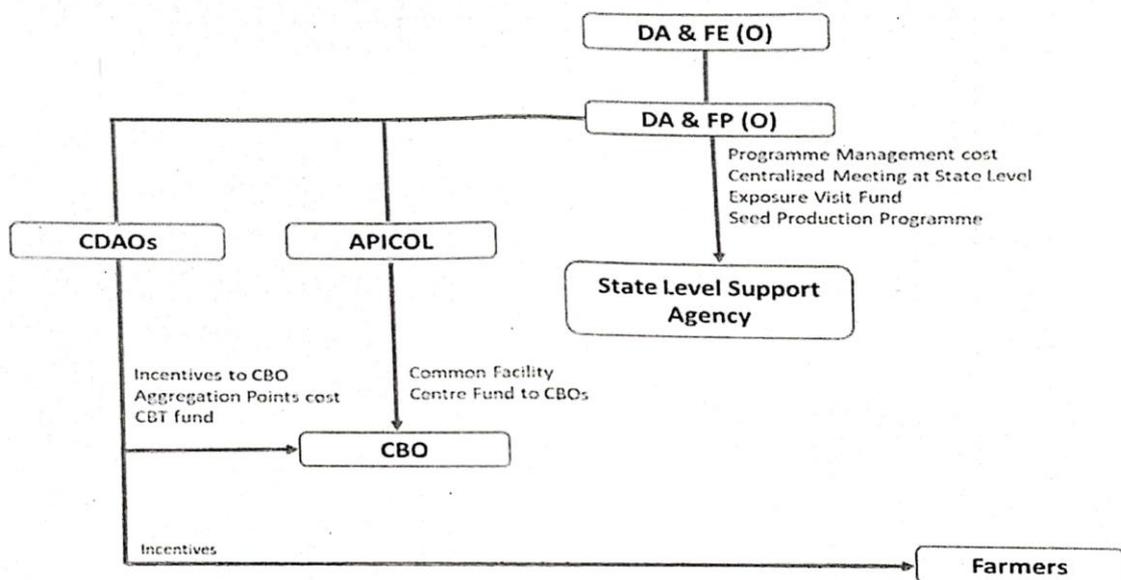
8. Programme Delivery Mechanism:



6. Source of funding for the Scheme/ Programme and Fund Flow Mechanism:

6.1. Fund Flow Mechanism

- a) Department of Agriculture & Farmer's Empowerment will sanction the funds to the Directorate of Agriculture and Food Production, Odisha (DA & FP(O)) under the Scheme Crop Diversification Programme.
- b) DA & FP, Odisha will release the funds earmarked for district-level activities to CDAO.
- c) DA & FP, Odisha will release funds to the State Level Support Agency for its services as per the MoA/ MoU.
- d) Funds will be released to the respective agency against approved action plans.
- e) Fund transfers from DA & FP & CDAO to relevant stakeholders/ CBOs/ beneficiaries shall be done electronically through NEFT / RTGS / PFMS mode.
- f) Inter-componential changes can be done whenever required.
- g) EFC/ SFC proposal for the programme has been approved till the year 2027-28.
- h) If any additional budget is required for the programme, the same will be met from the other components of the scheme "3591 – Crop Diversification Programme" or from reappropriation / supplementary budget.



6.2 Expenditure & Approvals

- a) Funds shall be spent as per the approved Annual Action Plans (AAP).
- b) DA & FP(O) shall release the funds in phases to different stakeholders as per the requirement and after taking necessary approvals.
- c) DA & FP (O) shall release the funds in phases to CDAOs and SLSA.
- d) CDAO shall release the funds in phases to the State Level Support Agency and

CBOs as per requirement in relevant items & approved Annual Action Plan.

e) DA & FP (O) shall pay any external vendors for purchases and their services directly as per OGFR norms.

f) CDAO shall release incentives directly to farmers through Direct Benefit Transfer (DBT).

g) CDAO shall pay any external vendors for purchases and their services directly as per OGFR norms.

h) The expenditure of the programme will be made as per the actual with proper documentation.

i) The payments towards remuneration to the key professional and staff engaged by the State Level Support Agency will be paid to the State Level Support Agency after receipt of the day-to-day work done report and performance report from the Concerned CDAOs for district level staff and JDA (SP&C) for State Level Staffs on every quarter after vetting by the State Committee.

j) The State Level Support Agency must submit progress report on a monthly basis as per the planned activity calendar duly certified by the respective CDAOs.

k) For the programme Inter-componential modification at district level may be done with the approval of the Director, A & FP (O) and at state level may be done with the approval of the Principal Secretary to Govt., DA & FE.

SI No.	Interventions	Unit	Unit cost (in Rs.)
1	Area Expansion		
a.	Incentive to farmers for growing of Indigenous Aromatic/non-aromatic Paddy by adopting Improved Package of Practices	Ha	1st yr 12000.00 2nd yr 6500.00 3rd yr 5500.00
b.	Organic Certification	Ha	800.00
2	Seed Production		
a.	Additional cost towards seed production of indigenous aromatic and non-aromatic paddy	Ha	3000.00
b.	Support towards procurement, aggregation, processing, packaging of seeds	Qntl	16000.00
3	Training, Exposure visit & IEC materials for awareness		
a.	Centralized meeting & training at district level (2nos./ districts)		
b.	Centralized meeting & training at State level	LS	As per approved Annual action plan
c.	Exposure visit of Farmers outside State	Nos	250000.00
4	Post-harvest & Marketing Support		
	Support to CBOs (FPO/FPC) for Cluster level aggregation	Nos	100000.00

	of farm produce & Marketing		
5	Programme Management		
a.	Remuneration for the CBOs for programme Implementation	Ha	200.00
b.	Programme Management cost to district	Ha.	50.00
c.	Programme Management cost to State Level	LS	As per approved Annual action plan

7. Criteria of the CBO for Selection:

Mandatory criteria for short listing: -

- a) CBOs must be registered as Producer Company i.e. FPC/FPO as per norm (Company act/ Society act) and provide a self-attested copy of registration and self-attested copy of PAN card.
- b) The Organization must be having registered office within Odisha.
- c) The applicant agency should not have been blacklisted by Government of any State/ India/ other Government agencies and any Indian or International donor and shall provide a self-declaration by the authorized representative to this effect.
- d) Should submit audited balance sheet and financial report of FY: 2023-24.
- e) The chief functionary of the organization should not be a formal member of any political party and furnish an undertaking to this effect.

7.1. Preferred criteria: -

- a) The preference will be given to the Organizations those are currently working under the scheme "Indigenous aromatic & non-aromatic paddy with Export Potential/Local Market" with satisfactory performance or worked under any Support Agency for any of Cluster-based Organic Farming and Natural Farming schemes (PKVY/ Aspirational PKVY/BPKP/OIIPCRA) in Odisha.
- b) Applicant agency having own marketing tie-up (domestic as well as export) with Buyer company (ies) for organic indigenous aromatic & non-aromatic rice would be given highest preference. (Documentary Proof).
- c) Applicant agency must have marketing experience of organic indigenous aromatic and non-aromatic rice (domestic or export). (Documentary Proof)
- d) Preference may be given to CBOs having an active bank account and financial transactions/ turnover of minimum One Crore at their current bank account in the last financial year (2024-25). Bank statement must be submitted during application submission.

8. Process of Selection:

Stage1: Short listing of applications based on the mandatory criteria and technical evaluation (70 Marks) will be done after desk assessment as per the mentioned score sheet by Screening Committee under the Chairmanship of Chief District Agriculture Officer.

Stage2: Presentations will be done by shortlisted organizations before "District Committee under Chairmanship of the Collector & District Magistrate or appointed representative" and score for the technical presentation (30 marks) will be given as per the mentioned score sheet.

Stage 3: The agencies that secure score above the minimum qualifying mark of 50 (maximum marks of 70 in Technical Proposal & maximum marks of 30 in Technical Presentation) in the evaluation stage will be qualified to be engaged as CBO and the empanelment of these agencies will be done based on the marks secured in descending order.

Stage 4: The agency that scored highest mark during evaluation process may be assigned for the work with maximum limit of 3 nos. assigned blocks for the year 2025-26. In case the selected organization covering the maximum 3 nos. of blocks, the next ranked organization will be given responsibility for execution of work in other blocks and it will be decided in descending order of their rank of technical evaluation by the committee through presentation and other parameters.

Stage 5: Selected CBO and the blocks allocated to the CBO will be approved by the Collector & District Magistrate.

Stage 6: Organization selected as Community Based Organization will submit all relevant documents for verification.

Stage 7: MoU/MoA will be signed between Selected CBO, CDAO & SLSA.

9. Technical Evaluation Score Sheet –

Sl. No.	Category	Criteria	Sub-Criteria	Marks	Maximum possible score
a.	Registered office	Registered office at district	Agency registered office within the district	10	10
			Agency registered office outside the district	8	
b.	Past experience on working in agriculture sector with Govt. deptt.	Experience from crop production to marketing (with documentary proof)	4 or more years	10	10
			Between 2 to 3 years	8	
			Below 2 years	5	
c.	Participation in any Organic or Natural farming Projects with Govt.	Experience with PKVY/BPKP/Aspirational PKVY/ Aromatic rice project (with documentary proof)	More than 5 years	10	10
			Between 2 to 4 years	8	
			Below 2 years	5	

d.	Promotion of Indigenous aromatic and non- aromatic paddy cultivation in Odisha	Experience with organic certification (PGS/ NPOP) (with documentary proof)	More than 5 years	10	10
			Between 2 to 4 years	8	
			Below 2 years	5	
e.	Promotion of Indigenous aromatic and non- aromatic paddy in Odisha	(with documentary proof)	More than 1000 acres	10	10
			Between 500 to 1000acres	8	
			Below 500 acres	5	
f.	Indigenous aromatic and non-aromatic rice marketing/ linkage of marketing	Rice marketed in domestic and export market (with documentary proof)	More than 100 MT	10	10
			Between 50 to 100 MT	8	
			Below 50 MT	5	
g.	Financial stability of Agency	Turnover/ financial transaction of FY 2024-25	More than 3Cr	10	10
			Between 2 to 3Cr	8	
			Lessthan2Cr	5	
Sub-Total					70
Technical Presentation					30
Total Mark					100

10. Payment Process: -

Payment shall be made as per the approved Operational Modalities of “Promotion of indigenous aromatic and non-aromatic paddy with export potential/local market”.

An application shall be considered unsuitable and rejected at the stage of short listing if it does not meet the mandatory criteria. Supporting documents for the mandatory criteria should be attached with Annexure A during submission of application.

The detailed format of EoI is attached as **Annexure-A**.

1. Agency need to apply in the specific format only.
2. One agency can be selected as CBO for maximum up to three blocks, however in any exceptional case, if there is no adequate empanelled CBOs then more than three blocks can be allocated with due approval in the DLMC.

Any deviation from the prescribed procedures / formats/ conditions/ requirements shall result in outright rejection of the proposal. Bids with conditional offer shall be outrightly rejected. All the pages of the proposal must have to be sealed and signed by the authorized representative of the organization / agency.

Annexure-A

Details of the Organization:

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–
 - iv. Mobile –Email–

2. Identity/Legal Status

- a. Is organization registered- (Yes /No)
- b. If yes, under Company Act or Society Act -
- c. Year of registration–
- d. Since how long it is operational (No. of years)–
- e. Operational area of the organization– (only indicate the number)
District/s:- Block/s:– Village/s:–
- f. Whether it is registered under Income Tax- (Yes/ No)
- g. Whether it is registered under Good and Service Tax - (Yes/ No)

3. Governance

- a. Does the CBO have a Board of Directors:(Yes/No)
- b. Give details of Board Members/Directors (current status)–

SINo	Name	Address	Gender	Occupation	Position/Designation	Educational Qualification

4. Financial Management

- a. Whether audit by external auditors (Yes/No)
- b. What financial statements are prepared at organization–Balance sheet, Profit & Loss Statement
- c. Attach Balance sheet and annual reports and IT return for the year 2023-24

Financial Year	Turn over from Professional Services	Turn over from other Activities	Total Turn over	Income tax return filed(yes/no)
2024-25				

d. What are sources of fund for the organization Corpus-

5. Management/Administration

a. Briefly mention administrative set up below CEO/Managing Director-

6. Personnel/Staff (Current status)

a. Total number of staffs-

b. No. of permanent staffs-(M/F)

c. No. of temporary staffs-(M/F)

d. No. of technical/professional staffs(M/F) please specify:

7. Work Experience

a. District and Block proposed for the programme

DistrictName	BlockName

b. Key Focus areas of work of the organization for last years:

District Name	Block Name	Assignment/ Scheme	NoofYearsof Experience	Coverage(N o ofAcres)	PartnerAgency (Govt/Donor/N ABARDetc)

c. Experience in working with Department of Agriculture, Govt.of Odisha

DistrictName	BlockName	Year	ProjectNamewith hemanepenedSA/ SLSA/PMU	Crops	Yearsofexper ience	Coveragei n Acre

d. Experience in working on Organic/Natural Farming; briefly describe:

District Name	Block Name	Year	Project Name with empanelled SA/SLSA/PMU	Crops	Coverage in Acres	Organic Certification (PGS/NPOP) coverage in Acres

e. Experience in working on promotion of indigenous aromatic and non-aromatic paddy.

I. Briefly describe areas of work on promotion of indigenous aromatic and non-aromatic paddy in last 3 years:

Sl. No	Component	Year	Activity	Coverage/Quantity
1	Production		(Cultivation)	In Acre
		2024-25		
		2023-24		
		2022-23		
2	Marketing		(Domestic and export of rice)	In MT
		2024-25		
		2023-24		
		2022-23		

II. What are the varieties of indigenous aromatic and non-aromatic paddy promoted by the Agency in Odisha?

District Name	Block Name	Year	Indigenous aromatic/non-aromatic paddy varieties	Coverage in Acre	Average Yield/ Acre (Quintal)	Total Yield (Quintal)

III. Please mention existing marketing facilities available for indigenous aromatic and non-aromatic rice:

District Name	Indigenous aromatic/non-aromatic paddy varieties	Existing marketing facilities availability (Yes/No)	Tie up/MoU for domestic market	Tie up/MoU for Export market	Total quantity marketed (MT)

- f. Please mention any other achievements related to indigenous aromatic and non-aromatic paddy? [Answer within 300 words]
- g. Please give three reasons why your organization is the best organization for selection as CBO under this scheme? [Answer within 300 words]
- h. Is your organization working with empanelled Support Agency of National Centre for Organic and Natural Farming? If yes, please provide details.

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

Authorized Signatory and Seal

N.B.: Required supporting documents should be attached with Annexure A.

Annexure-B

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:

Annexure-C

Declaration

[On the letter head of the Organization]

I, Shri _____, Director/ Authorized signatory 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: