

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER:GANJAM
BERHAMPUR

Letter No - 927

Agril// Dated - 21-02-2026

To

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

Sub: Publication of EOI for short listing of firm for shortlisting of FA under TMSD
2025-26.

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
short listing of suitable FA under TMSD 2025-26.

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

Yours faithfully

AW
20/2/26
Chief District Agriculture Officer,
Ganjam,Berhampur

**Expression of interest for Non- Governmental Organization (NGO) to be selected as
Facilitating Agencies (FA) under "Technology Mission Sugarcane Development 2025-26" for
GANJAM District**

Order No-928

Date-21.02.2026

Sugarcane is being cultivated in Ganjam District as a commercial crop for white sugar & Gur production. The Aska Cooperative Sugar Industry is one of the oldest sugar mill of India. The state Govt is taking a focused approach to increase the millable cane with an objective to improve the milling period if the sugar mill, this can only be possible through

- Promoting high yielding high sucrose variety
- Adoption of improved cultivation practices
- Change in planting technique
- Improved ratoon management
- Formation of producer group
- Coordination with agriculture department, cooperation department, water resources department, sugar mill financing institutes and the cane growers.

During 2025-26 annual action plan, 1507 Ha. Demonstrations programmes have been taken up for different Sugarcane cultivation techniques under Technology Mission on Sugarcane Development. In order to facilitate timely implementation of the demonstration in cluster approach in the potential sugarcane growing blocks. In this regard a Facilitating Agency (FA) will be engaged for Aska, Sheragada, Dharakote, Soroda, Beguniapada, K.S.Nagar, Polosora, Sanakhemundi, Bhanjanagar, Bellaguntha & J.N.Prasad Blocks of Ganjam District for smooth implementation of various component of the programme.

Major Objectives of the Programme:

- a. To enhance the area under Sugarcane in potential areas of selected blocks.
- b. To produce sufficient quantity of millable high yielding high sucrose sugar cane for the existing sugar mill of Ganjam District for their optimum capacity utilization.
- c. To popularize the improved planting techniques STP(Spaced Transplanting Technique) to reduce cost of cultivation, economize the use of valuable seed resource and enhance productivity.
- d. To popularize improved agronomic practices for management of Ratoon Crop for getting yield at par with that plant crop.
- e. To update the knowledge base of cane growers regarding improved agronomics practices, crop protection, harvest management in sugarcane growing clusters & Exposure visit to outside state.
- f. To establish seed hub for high quality seed cane for varietal replacement with high yielding high sucrose varieties in the reserve areas of the sugar factories.
- g. To promote juice variety for Juice enterprisers in the peri- urban & non- sugar factory area.

Roles and Responsibilities of Facilitating Agency.

- a. FA will create the awareness on Technology Mission on Sugarcane Development,
- b. FA Will organize village meeting in collaboration with respective BAO and sugar mill staffs for preparation of beneficiary list for various demonstration programme.
- c. FA will organize capacity building and training for the farmers on production technology on sugarcane under the supervision of the concerned authorities & field staffs.
- d. FA will achieve the area of target demonstration of STP, Ratoon Management and seed hub by motivating the farmers.
- e. FA will facilitate distribution of seed materials and other inputs to the beneficiary / field staff and help the BAO for documentation under the cluster.
- g. Block level officials will monitor the FA in the implementation.

The Mandatory Criteria of the NGO to be selected as FA are mentioned below:

- a. Should be legally registered and provide a self-attested copy of registration and PAN card.
- b. Should not have been blacklisted by Government of India, Government of Odisha, other state government agencies, any Indian or international donor and provide a self-declaration by the authorized representative to this effect.
- c. Work experience on agriculture with community organizations and Farmer Producer's Organizations beyond capacity building or marketing will be prioritized. Additionally experience on sugarcane production systems covering production, marketing, primary processing and research will be an added advantage.
- d. If selected, the FA should commit to have one full time Programme Coordinators and one part time Accountant for the project.
- e. Mandatorily submit last 3 financial years' (2022-23, 2023-24, 2024-25) audited balance sheet and ITR acknowledgement receipt.
- f. Must have worked with any of the government program related to agriculture, NRM, farmer's organization in a substantial way (not merely in awareness or training or market linkages).
- g. NGOs with experiences of working on organic agriculture especially sugarcane will be preferred.

NGOs are required to submit their applications strictly following the specified format.

*The Detailed format of Eol is attached as **Annexure-A**

Copies of the following documents needs to be submitted along with the Eol form:

- a. Registration Certificate of NGO & PAN No.
- b. Previous 3 financial years Audited statement of accounts for 2022-23, 2023-24, 2024-25
- c. Fixed asset position including its present value and location.
- d. Total no of professional staff of the organization.
- e. Profile of Staff expected to be deputed for the project.
- f. MoU/ agreement/ any documentary evidence of working for Govt. or special projects or Govt. undertakings for implementing drought resilient agriculture activities.
- g. Address of head and field offices.
- h. Previous 3years Annual Report . NGOs submitting the report will be preferred.
- i. Undertaking for not having been black-listed by any Central/State Government in the bidders letterhead.

A. Pre-Qualification/Eligibility Criteria

The assignment of work will be based on average score secured by the NGO

1.Field Verification by Jury Members	100 Marks
2.Evaluation of Tech.Proposal	70 Marks
3.Power Point Presentation	30 Marks
Total	200 Marks

It must be mandatorily delivered in a written form to the address below by speed post/ registered post/physically in a closed envelope super-scribed as "EOI" for FA Selection under Technology Mission on Sugarcane Development 2025-26 for Ganjam district" by Dt.05.03.2026 at 01:30 P.M to the address **Chief District Agriculture Officer, Ganjam, Berhampur, Pin-760010 and same shall be opened on Dt.05.03.2026 at 03:30P.M in the presence of authorized signatories and representatives.**

Chief District Agriculture Officer, Ganjam, Berhampur retains the right to cancel/reject any or all the expression of interest or change the date of presentation at any point of time without assigning any reason thereof.

Sd/-

**Chief District Agriculture Officer,
Ganjam, Berhampur**

Annexure-A: Expression of Interest for applying as Facilitating Agency under Technology Mission on Sugarcane Development 2025-26 in GANJAM District.

1. Introduction

- a. Name of the Organization-
- b. Acronym of the Organization if any-
- c. Address of the Organization-
 - i. Mailing/ Correspondence Office-
 - ii. Visiting Office-
- d. Contact Person:-
 - i. Name-
 - ii. Designation/Title-
 - iii. Telephone No—Landline-
Mobile-
Email-
 - iv. Address, if different from (c)-

2. Identity/ Legal Status

- a. Is organization registered:- Yes No
- b. If yes under Society Act. Under Trust Act
Any other
- c. Year of registration-
- d. Since how long it is operational (No. of Years)-
- e. Operational area of the organization- State/s
(Only indicate the numbers) District/s-
Block/s-
Villages-
- f. Whether organization is registered under FCRA- Yes No
(Attach the copy of registration)
- g. Whether it is registered under Income Tax- Yes No
(Attach the copy of PAN)

3. Governance.

a. What are the VMG (Vision, Mission, Goal) of the organization – Attach annual report for the previous 3 years 2022-23, 2023-24, 2024-25.

b. What are sources of fund for the organization-

Corpus

Endowment

Donation

Govt. Grant.

Donor's Grant

Others if any (specify)-

4. Management/ Administration-

a. Briefly mention administrative set up below Chief Executive-(Flow chart)-

b. Whether Role and responsibility of staff clearly defined:- Yes No

c. Whether Staff issued with letters of appointment/ Contract:- Yes No

5. Financial Management.

a. Whether accounts are audited by External Auditor:- Yes No

b. Do you have system of Internal Control? Yes No

If yes, specify-

c. What Financial statements are prepared at organization-

Balance Sheet

Receipt & Payment

Income & Expenditure cash flow statement

Fund flow statement

Others specify

5.1. Financial Particulars of the Agency.

Financial Year*	Turnover from Professional service	Turnover from other Activities	Total Turnover	Income Tax return Filled(Yes/No)**
2022-23				
2023-24				
2024-25				

*Attach copies of Receipts & Payments, Income & Expenditure and Balance sheet for these years.

**Please attach Income Tax Return Acknowledgement Receipt for these years.

Audited Balance Sheet

Financial Year	Audit of Balance Sheet (Yes/No)	Remarks
2022-23		
2023-24		
2024-25		

6. Personnel/ Staff (Current Status)

i. Total Number of Staff-

ii. No. of Permanent Staff-

(M/F)-

iii. No. of Temporary staff-

(M/F)-

iv. No. of Technical/ Professional staffs) Please Specify--

(M/F)-

6.1 Details of Staff to be appointed for the Project

Sl.No	Name	Position	Engaged Since (Years)	Qualification

f. Past Experience in working on Agriculture in the District,; Briefly describe:-

Block Name	Year	Project Name	Crops	No. of years of Experience	Coverage in Acres	Coverage (No. of HHs)

Sd/-

Chief District Agriculture Officer,
Ganjam, Berhampur

**Average Scoring Sheet of field verification team for selection of FA under
Technology Mission on Sugarcane Development-2025/26**

SL	Criteria	Max Marks	Jury Score			
			1	2	3	4
1	Head Officer/ Field Officer with proper legal documents and evidences of functioning (Own or Hired)	20				
2	Availability of Original documents claimed during the Presentation(Certificates, MoUs/ MoUs,Audit Reports, Cash Book, Stock Registers, Acquaintance Registers, Resolution Register, Proceedings, awards and membership or any other etc.)	20				
3	NGO has office infrasture in Functional position	10				
4	NGO's Human Resource in the block office (NGO's Technical Staff of Agriculture or Allied thematic in the Block/district proposed)	25				
5	Experience demonstrated by Applicant NGO during interactions with WSHGs/ Federations/ FPOs/ Farmer Field and community	15				
6	Agriculture Department Experience (Department Feedback on the organization work in the district)	10				
	Total	100	0	0	0	

Technical Evaluation Scoring Sheet of NGOs -TMSD 2025-26

Name of the NGO								
SI No	Criteria	Weightage			Max marks	Marks Scored		
1	Registration Certificate of NGO	Weightage to older NGOs	Before 2000	10	10			
			Before 2000-10	5				
			Onwards 2010	3				
2	Previous 3 financial years Audited statement of accounts for (2022-23 , 2023-24 & 2024-25)	Weightage to higher amount of turnover	>90 Lakh	15	15			
			60-90 Lakh	10				
			<60 Lakh	5				
3	Total no of staff of the organization	Weightage to higher number of staffs	>10	15	15			
			5-10	10				
			1-5	5				
4	MoU/ agreement/ any documentary evidence of working for Govt. or special projects or Govt. undertakings for implementing drought resilient agriculture activities	Weightage to NGOs having a greater number of Govt Programmes	>10	10	10			
			6-10	7				
			<6	5				
5	Address of head and field offices	Weightage to the NGOs having field office	State	2	10			
			District	5				
			Block	10				
6	Previous 3 years Annual Report NGOs submitting the report will be preferred	Weightage based on the quality of annual report	3years	10	10			
			2years	5				
			1year	3				
Total					70			

Signature of Jury Members