

**OFFICE OF CHIEF DISTRICT AGRICULTURE OFFICER, (JAJPUR)**

Letter No. 16

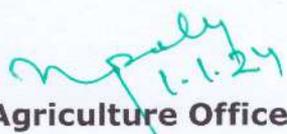
Date: 01.01.2024

**Extension of Dateline for EOI**

This is to intimate that, the Expression of Interest (EOI) Notice No. 5754 / date. 12.12.2023 was invited & published by Chief District Agriculture Officer, Jajpur and a Corrigendum was also issued vide Notice No. 5597/ date. 20.12.2023, which is available on Jajpur NIC portal regarding engagement of the CBO for implementation of Agriculture Action Plan in Mahanadi Delta with closing date of 26.12.2023 (5 PM).

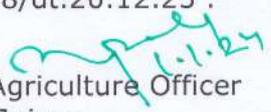
The closing date for submission of online proposals against the aforesaid EOI is hereby extended up to 8th January 2024(5 PM).

All other conditions of the EOI will remain unchanged reference to above cited Notice and Corrigendum.

  
Chief District Agriculture Officer,  
Jajpur

Memo No. 17 Date. 01.01.2024

Copy to All Notice Board for information and wide circulation with reference to this Office memo no. 5455/ dt.12.12.2023 and 5598/dt.20.12.23 .

  
Chief District Agriculture Officer  
Jajpur

Memo No. 18 Date. 01.01.2024

Copy to DIO, NIC, Jajpur for information and necessary action. He is requested to upload **same** in the District NIC Portal with reference to this Office memo no. 5456/ dt.12.12.2023 and 5599/dt.20.12.23.

  
Chief District Agriculture Officer  
Jajpur

Memo No. 19 Date. 01.01.2024

Copy submitted to the Collector & District Magistrate, Jajpur for favour of kind information and necessary action with kind reference to this Office memo no. 5457/ dt.12.12.2023 and 5600/dt.20.12.23.

  
Chief District Agriculture Office  
Jajpur

**OFFICE OF CHIEF DISTRICT AGRICULTURE OFFICER, (JAJPUR)**

Letter No. 5597 Date: 20.12.2023

**CORRIGENDUM**

This is to intimate that, the Expression of Interest (EOI) Notice No. 5754 / date. 12.12.2023 has been invited & published by Chief District Agriculture Officer, Jajpur. Which is available on Jajpur NIC portal on date 13.12.2023. Wherein it has been mentioned towards engagement of the CBO for implementation of Agriculture Action Plan in Mahanadi Delta, the area of execution and the fund provision (budget) is wrongly mentioned as 3193.87 Ha &Rs. 1,50,000/- respectively, which may be read as 1843.87 Ha &Rs. 79,023/- for Four month.

Therefore, it is requested to prepare the required documents and submit the same in favour of Chief District Agriculture Officer, Jajpur by 26.12.2023 (5 PM) instead of 22.12.2023.

  
Chief District Agriculture Officer,  
Jajpur

Memo No. 5598 Date. 20.12.2023

Copy to All Notice Board for information and wide circulation with reference to this memo no. 5455/ date 12.12.2023.

  
Chief District Agriculture  
Officer  
Jajpur

Memo No. 5599 Date. 20.12.2023

Copy to DIO, NIC, Jajpur for information and necessary action. He is requested to upload **Currigendum** in the District NIC Portal with reference to this memo no. 5456/ date 12.12.2023.

  
Chief District Agriculture Officer  
Jajpur

Memo No. 5600 Date. 20.12.2023

Copy submitted to the Collector & District Magistrate, Jajpur for favour of kind information and necessary action with kind reference to this memo no. 5457/ date 12.12.2023.

  
Chief District Agriculture Office  
Jajpur

**OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER ,JAJPUR**

**At-Mansapola, Jajpur Town, PIN-755001**

**Letter No. 52574 Date. 12.12.2023**

**Invitation for Expression of Interest(EOI) for engagement of CBO**

Expression of Interest is invited by Chief District Agriculture Officer, Jajpur from the experienced and interested Farmer Group/ FPO/SHGs/Cooperative or any other Local Community for engagement of CBO for assisting implementation of Agriculture Action Plan (AAP) to improve the uses of Irrigation Water for Rabi & Summer Crops under Mahanadi Delta Stage-I in Badachana Block of Jajpur District.

The EOI Document containing the details of Common minimum criteria for selection, Period of operation, budgetary provision etc. can be downloaded/availed from the District NIC Portal ([www.jajpur.nic.in](http://www.jajpur.nic.in)) under the link "Advertisement" and CDAO office.

Last date for submission of EOI is 22th December 2023 up to 5.00 PM. Sealed envelope marked to the captioned address, containing EOI and other documents. The envelope need to be super scribing "EOI for CBO for assisting implementation of Agriculture Action Plan (AAP) to improve the uses of Irrigation Water for Rabi & Summer Crops under Mahanadi Delta Stage-I in Jajpur District " on the top cover through Speed post/ Registered post/by hand only addressed to the Office of the Chief District Agriculture Officer, Jajpur, At-Mansapola, Jajpur Town, PIN-755001. Authority in no way will be responsible for any postal delay.

The same shall be opened within 5 days of receipt of applications in presence of District Level Committee (DLC). Applicants meeting the qualification criteria may be invited for presentation/ proposal before the selection committee of District Level Committee (DLC).

Note: DLSC or CDAO, Jajpur reserves the right to cancel this request for EOI and / or invite afresh with or without amendments, without liability or any obligation for such request for EOI and without assigning any reason. Information provided at this stage is indicative and DLC reserves the right to amend/add further details in the EOI.

**Name & Address of the Officer Inviting EoI:** Chief District Agriculture Officer, Jajpur  
At-Mansapola, Jajpur Town, PIN-755001  
Email ID: [ddajaj.dag@nic.in](mailto:ddajaj.dag@nic.in)

Further details, if any, may be obtained from Chief District Agriculture Officer, Jajpur Dist- Jajpur.

  
**Chief District Agriculture Officer**  
**Jajpur**

P.T.O

Memo No. 5755 Date. 12.12.2023

Copy to All Notice Board for information and wide circulation.

  
12.12.23  
Chief District Agriculture Officer  
Jajpur

Memo No. 5756 Date. 12.12.2023

Copy to DIO, NIC Office, Jajpur information and necessary action. He is requested to upload the EOI in District NIC portal.

  
12.12.23  
Chief District Agriculture Officer  
Jajpur

Memo No. 5757 Date. 12.12.2023

Copy submitted to the Collector & District Magistrate, Jajpur for favour of kind information and necessary action.

  
12.12.23  
Chief District Agriculture Officer  
Jajpur

## **Expression of interest (EOI) for engagement of Community Based Organizations (CBO) for assisting implementation of Agriculture Action Plan (AAP) to improve the uses of Irrigation Water for Rabi & Summer Crops under Mahanadi Delta Stage-I in Jajpur District**

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The Department of Agriculture & Farmers Empowerment, Govt. of Odisha has initiated Govt. strategies for implementation of Agriculture Action Plan (AAP) to improve the uses of Irrigation Water for Rabi & Summer Crops (majorly low duty crops like pulses, oilseeds & vegetables) under Mahanadi Delta Stage-I & II .

### **Objectives:**

1. To improve irrigation water use efficiency in the design Cultivable Command Area under Mahanadi delta I & II.
2. To know certified/verified CCA under Delta-I & II.
3. To compare irrigation plan with existing Cropping pattern.
4. To prepare Cropping Plans for verified CCA Rabi and Summer crops.
5. To sensitize the farmers on availability of irrigation water in the ayacut and its utilization
6. To prepare real time scheduling of irrigation water with timeline for release
7. To make a real time Agriculture Action Plan jointly for Optimal Utilization of Irrigation Water taking suitable Crops in the designed CCA.
8. Plan for Scheme Convergence and timely prepositioning the agri-inputs for the farmers.

**Area under operation:-The Action Plan will cover Badachana Block of Jajpur District.**

### **Role of CBO:**

- Under this project, the CBOs will ensure implementation of Action Plan in coordination with farmers, progressive farmers etc.
- CBOs to execute the Action Plan, Select of beneficiaries, make awareness about the types of crop to be grown, crop insurance, soil testing, arrival of seeds, release of water by DoWR, registration of farmers in Krushak Odisha portal/Go-SUGAM, make Clusters, make value addition, market linkage, scheme convergence and Ama Krushi etc.

### **Period of Implementation :**

The selected CBOs shall start working for Delta Agriculture Action Plan from 1<sup>st</sup> January 2024 for a period of 4 months.

### **Budget:**

Fund provision shall be made from DAFFP, Odisha from the permissible head @ Rs.1,50,000/- per CBOs for assisting in implementation of the program for a period of 4 months.

**Area of execution:**

The project will be implemented as a part of the initiative of Department of Agriculture & Farmer Empowerment, Government of Odisha in for Rabi 2023-24.

Details of area programmed is given below:

Sl. No.	Name of the District	Name of Block to be covered	Programmed area under Mahanadi Delta (In Ha)
1	Jajpur	Badachana	3193.87

**Common minimum criteria for selection of CBOs under any specified Key Activity:**

- CBOs must be registered under any of the act as per norm (trust, Society or company act) or recognized by any Government organization.
- CBOs should be interested to be involved with the project activities and should submit a letter of intent along with resolution to CDAO and Collector.
- The CBO should have minimum land & infrastructure required for implementation of agriculture action plan in the specified block under in Mahanadi Delta Areas in coordination with farmers, progressive farmers.
- The CBO should have a team leader, a mobilize and two field assistants for working for the above programs.
- The CBO must not defunct or defaulter from the Bank loan.
- CBOs must have regular in filing mandatory compliances, return, and reports submission as per norm.
- CBO must have an active bank account with regular monthly savings by members.
- CBO must be regular in systematic book keeping such as Meeting Register, Cash-book and other mandatory documents.
- If the required land / building do not stand recorded in the name of the CBOs or in the name of any member of the CBO, they may obtain the land in lease basis for minimum 5 years in the office of the concerned Sub-register.
- The CBO must be able to have required electricity connection, working capital and other infrastructure.
- Preference may be given to the CBOs having similar nature of work with good performance and experience working with farmers or Agriculture-Horticulture Govt. Scheme.

### **Action against the non-performer**

- In case of non-execution of the work / partly execution of the work / poor performance in the work assignments / reported by Block agriculture officer no payment shall be released to the CBO.
- Payment shall be released after due certificate obtained from Block Agriculture and Horticulture Officer.

### **Process of EOI & Selection :**

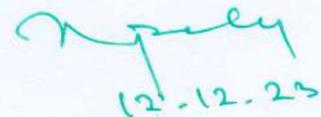
- Once applications are received at district level, the documents must be scrutinized by the District Level committee.
- Selection of CBO will be done by the Committee under the Chairmanship of Collector concerned by last week of December 2023.
- The details of selected CBO will be informed to the Dept. of Agriculture & FE and Department of Water Resources.

*M. P. S.*  
12/12/23

Chief District Agril. Officer  
Jaipur

**The format of EoI is given in Annexure-A and CBOs need to apply in the specified format only. Copies of the following documents need to be submitted along with the EoI form:**

- Registration certificate of CBO [Farmer Group/ FPO/SHGs/Cooperative or any other Local Community]
- Fixed asset position including its present value and location.
- Profile of members/Board of Directors.
- MoU/ agreement/ any documentary evidence of working for Govt. or special projects or Govt. undertakings programmes in Agriculture, Horticulture/ aggregation of last three years only.
- Address of Chief functionary.

  
12.12.23

Chief District Agril. Officer  
Jajpur

## Annexure-A

### Expression of interest (EOI) for engagement of Community Based Organizations (CBO) for assisting implementation of Agriculture Action Plan (AAP) to improve the uses of Irrigation Water for Rabi & Summer Crops under Mahanadi Delta Stage-I in Jajpur District

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#### Details of the Organization:

#### 1. Introduction

- a. Name of the CBO:
- b. Address of the CBO
  - i. Mailing/Correspondence office:
  - ii. Visiting office
- c. Contact Person
  - i. Name-
  - ii. Designation/Title-
  - iii. Telephone No-
    - a. Landline-
    - b. Mobile-
    - c. E-Mail-
  - iv. Address if different from (c)

#### 2. Identity/Legal Status

- a. Is the Organization Registered-Yes  No
- b. If yes-
  - Under Society Act
  - Under Trust Act
  - Under Company Act (Section 25)If anyother, Please Specify
- c. Year of Registration-
- d. Since how long it is operational (No of years)-
- e. Operational area of the Organization
  - State(s)-
  - District(s)-
  - Block(s)-
  - Village(s)-

- f. Whether it is registered under income tax- Yes  No   
(If yes, then PAN should be mentioned)

**3. Management/Administration:**

- a. Briefly mention administrative setup below chief executive (Flow Chart)  
 b. Are roles and responsibilities of staff clearly defined-Yes  No   
 c. Are staffs issued with letters of appointment/Contract- Yes  No

**4. Financial Management:**

- a. Whether accounts are audited by external auditor- Yes  No   
 b. Do you have system of internal control? Yes  No   
 c. If yes, specify  
 d. What financial statements are prepared at Organization:  
 Balance Sheet Receipt/Payment   
 Income/ Expenditure   
 Others (please specify)

Financial particulars of the agency:

Financial Year	Turnover from professional services	Turnover from other activities	Total Turnover	Income tax return filed (Yes/No)
2020-21				
2021-22				
2022-23				

\*Attach copies of receipt and payment, income and expenditure and balance sheet for these years

\*\* Please attach last three assessment years income tax return receipt (Please attach Xerox copies of PIN and TIN certificate.

Audited balance sheet of the agency:

Financial year	Audit of balance sheet (Yes/No)	Remarks
2020-21		
2021-22		
2022-23		

**Personnel/Staff (Current status)**

- a. Total numbers of staff-
- b. No of technical/Professional staff(M/F) Please specify-

Details of Technical/Professional staff

Name	Position	Engaged since(Year)	Qualification

**6. Work Experience**

- a. Was the organization blacklisted anytime? If yes provide the details
- b. Experience in working with farming community in proposed block

GP Name	Block	No. of years of operation	Activity/ Business carried out	Coverage (No of HHs)	Annual Business Turnover of CBO/FPO in Rs Lakh	Net Profit as on 31. March 2023 (in Rs. Lakh)

- c. Please share your organization experience on Agriculture & allied activities in the District for last 5 years

I declare that all the information given above is true and correct

**Signature and seal of the competent authority**