

## OFFICE OF CHIEF DISTRICT AGRICULTURE OFFICER, JAJPUR

Letter No. 4339

Date: 19.07.2025

**Expression of interest (EOI) for engagement of Cluster Level Community Based Organizations for setting of different agri-ventures (Post Harvest & Primary Processing Unit/ Custom Hiring Center) under Crop Diversification Programme in Mega Lift Irrigation Projects for the FY 2023-24 of Govt. of Odisha**

Expression of interest is invited by the Chief District Agriculture Officer,(Jajpur) from the experienced and interested organizations for engagement of Cluster Level Community Based Organizations (CBOs) for setting of different agri-ventures **Custom Hiring Center & Post Harvest & Primary Processing Unit for Cluster-2 (Bari Block)** of Jajpur district under Crop diversification Programme in Mega Lift Irrigation Projects for the FY 2023-24. Interested CBOs [Farmer Producer Organizations (FPO)/Farmer Groups/Commodity Interest Groups (CIG)/Women Self Help Groups (WSHG)/Pani Panchayats / Cooperatives or any other local community institutions] are required to submit the EoI in sealed envelope super scribed as **Application for engagement of Cluster Level Community Based Organizations for setting of different agri-ventures (Post Harvest & Primary Processing Unit / Custom Hiring Center)under Crop Diversification Programme in Mega Lift Irrigation Projects for the FY 2023-24** 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 office of the **Block Agriculture Officer Bari for (Cluster-2)**. **Last date for receipt of EOI is 4<sup>th</sup> August, 2025 up to 1 PM and the same shall be opened on 4<sup>th</sup> August, 2025 at 3 PM** in presence of authorized signatory and representatives. The application form and detail terms & conditions are available in the official website of **District portal/CDAO Office/Concerned Block Agriculture Office**.

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

  
Chief District Agriculture Officer,  
(Jajpur)



## **Expression of interest (EOI) for engagement of Cluster Level Community Based Organizations for setting of different agri-ventures (Post Harvest & Primary Processing Unit / Custom Hiring Center) under Crop diversification Programme in Mega Lift Irrigation Projects for the FY 2023-24**

Government of Odisha has initiated Crop Diversification Programme in different districts including Mega Lift Irrigation Ayacut Areas. Crop Diversification is one of the focus areas of the State Agriculture Policy – 2020, SAMRUDHI. Crop Diversification program in Mega Lift Irrigation Projects has been implemented by Department of Agriculture & Farmers Empowerment, Govt. of Odisha in 4 districts i.e., Kalahandi, Malkangiri, Koraput and Nabarangpur district on pilot basis during Kharif 2021 with an objective to diversify upland and medium land paddy areas to non-paddy crops under the ayacut of mega lift irrigation projects. Directorate of Agriculture & Food Production(DA&FP), Department of Agriculture and Farmers Empowerment (DA&FE), Govt. of Odisha also implemented the program in Baragarh, Bolangir, Boudh, Cuttack, Deogarh, **Jajpur**, Ganjam, Gajapati, Jharsuguda, Kendrapada, Rayagada, Sambalpur, Sonapur, Sundargarh, Kalahandi, Nabarangpur, Koraput and Malkangiri district during Kharif 2022 with following objectives:

1. Diversification from paddy to non-paddy crops with focus on pulses & oilseeds and Horticultural crops in upland/medium land in Kharif.
2. Improving soil health through promotion of crops with heavy biomass and less chemical Input requirement.
3. Integration with livestock and fisheries.
4. Cluster based promotion of post-harvest, primary processing, value addition & marketing through CBOs like FPOs/WSHG/PPs and agri-entrepreneur for higher income.
5. To create awareness, capacity building and community mobilization of farmers on sustainability of cropping pattern and diet diversification.
6. Inclusion of produce of non-paddy crops in different Government schemes such as ICDS, MDM, PDS and ST SC Welfare hostels.

### **Different Activities for CBOs:**

Different Activities for CBOs under this program are mentioned below;

1. For improving Soil health in upland & medium land, selected CBO will set up Bio-input production units( Bio-char unit, Vermi-Compost production unit, etc.) for production & supply of locally prepared Bio-inputs such as FYM/Compost, Vermi-Compost, Jeevanmrutham, Handikhat, Neemastra, green manure and bio-fertilizers, etc in each cluster. More items may be included with approval of DA&FP. An assistance amounting to Rs.10 Lakh will be provided to the selected CBO for set up of the Bio-input production unit.
2. For Processing and value addition of non-paddy produce, Post-Harvest units and Primary Processing Units shall be established by the selected CBOs located within or nearby area of the cluster with a onetime grant of Rs.10 Lakh.



3. For establishment of market linkage and procurement center to collect agricultural produce from the farmers under the CDP-MLIP area and sale in the market at reasonable price, 2 mobile outlet units shall be established by the selected CBO for sale of agri produce in local or urban markets. Grant of Rs. 8 Lakh at the rate of Rs. 4 Lakh per unit shall be provided in two phases. Buyer-seller meet shall be organized by the CBO for establishing market linkage.
4. For establishing Custom Hiring Center, selected CBO shall be provided with grant of Rs.10 Lakh per unit for purchasing specific crop based farm implements/machineries for use by the needy farmers of the CDP-MLIP cluster on rent basis.

One selected CBO will be assigned with only one activity out of the above mentioned four activities. The selected CBOs will provide service to the farmers under CDP-MLIPs for a minimum period of 5 years. For one cluster 4 no's of CBOs will be selected.

### **Role of CBO:**

Under this project, the CBOs are supposed to implement the project with support of Facilitating Agency, Village Agriculture Worker, Horticulture Extension Worker, Asst. Agriculture Officer, Assistant Horticulture Officer and Block Agriculture Officer in the respective block. CBOs will be supported by the selected Facilitating Agency for that Cluster in plan preparation, technical support and documentation.

### **Scale and duration:**

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

Details of target area and clusters under CDP-MLIP of (Jajpur) Kharif - 2024 are mentioned below.

| Sl No | Name of the District | Name of CDP Blocks | Targeted area under CDP For Kharif -2024 (In Ha) | No. of clusters | Cluster Name |
|-------|----------------------|--------------------|--------------------------------------------------|-----------------|--------------|
| 1     | Jajpur               | Bari               | 1430                                             | 1               | Cl-2         |

### **Eligibility Criteria:**

1. CBO should be legally registered under Society/Trust/ Company act.
2. CBO should be interested to involve with the project activities and should submit a letter of intent along with the resolution to CDAO.



3. CBO should have minimum infrastructure facility for establishment of the unit.
4. CBO must have completed at least 1 year of existence.
5. CBOs of other adjacent blocks within the MLIP can participate for healthy competition.
6. Preference shall be given to the CBOs of the area having high agricultural production/availability of the concern agricultural produces required as input for setting up the value addition/processing units.
7. Preference shall be given to the CBOs having prior experience in bio-input production/Post harvest, primary processing and value addition in Agriculture/ Horticulture/ aggregation and marketing of agriculture produce.
8. CBO must be regular in filing mandatory compliances, return and reports submission as per norm.
9. CBO must have an active bank account with regular monthly savings by members.
10. CBOs must be regular in systematic book keeping such as meeting register, cash book and other mandatory documents.
11. CBO must have required open and built up covered space either of its own or hired for storage, processing and value addition of agriculture produce.
12. CBO must be able to have required electricity connection, working capital and other infrastructure/equipment for the agri-venture.
13. Preference shall be given to the CBOs under the CDP-MLIP areas or the CBOs working inside the clusters.

#### **Process of Selection:**

1. After receipt of application at the Block level, scrutiny, field verification and short listing shall be done by the Block Level Committee.
2. The Block Level Committee after examination of the list on case-to-case basis recommend suitable CBOs list to District Level Committee.
3. The District Level Committee shall examine the recommendation of Block Level Committee and approve suitable CBOs as per requirement of different clusters within 15 days of receipt.
4. CDAO will furnish the approved list of CBOs along with the agri venture units to DA&FP, Odisha.
5. After completion of selection of CBO, MOU will be signed between CDAO, selected FA and selected CBO.

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 Producer Organizations (FPO)/Farmer
- Groups/Commodity Interest Groups (CIG)/Women Self Help Groups (WSHG)/Pani Panchayats /Cooperatives or any other local community institutions]
- 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 for bio-input production/Post harvest, primary processing and value addition in Agriculture, Horticulture/ aggregation and marketing activities of last three years only.
- Address of Chief functionary.

The EoI should come in sealed envelope super-scribed as "**APPLICATION FOR ENGAGEMENT OF CLUSTER LEVEL COMMUNITY BASED ORGANIZATIONS FOR SETTING OF DIFFERENT AGRI-VENTURES (POST HARVEST & PRIMARY PROCESSING UNIT/ CUSTOM HIRING CENTER) UNDER CROP DIVERSIFICATION PROGRAMME IN MEGA LIFT IRRIGATION PROJECTS FOR THE FY 2023-24 IN BARI BLOCK OF JAJPUR DISTRICT**" as per the enclosed application format by registered /speed post to the below mentioned address.

To,  
Block Agriculture Officer  
Block/ At.-Bari  
Farm Information & Advisory Centre, Bari  
Bari Block Office Campus,  
Ramachandrapur, Bari, Pin No-755003  
District-Jajpur

**Annexure-A**

**Expression of interest (EOI) for engagement of Cluster Level Community Based Organizations for setting of different agri-ventures (Bio-Input Production Unit/Post Harvest & Primary Processing Unit/Cluster level aggregation & marketing facility/ Custom Hiring Center) under Crop diversification Programme in Mega Lift Irrigation Projects for the FY 2023-24.**

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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 Any other, 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) |
|----------------|-------------------------------------|--------------------------------|----------------|---------------------------------|
| 2021-22        |                                     |                                |                |                                 |
| 2022-23        |                                     |                                |                |                                 |
| 2023-24        |                                     |                                |                |                                 |

\*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 |
|----------------|--------------------------------|---------|
| 2021-22        |                                |         |
| 2022-23        |                                |         |
| 2023-24        |                                |         |

## 5. 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 31.03.2024 (in Rs. Lakh) |
|---------|-------|---------------------------|--------------------------------|----------------------|------------------------------------------------|-------------------------------------------|
|         |       |                           |                                |                      |                                                |                                           |
|         |       |                           |                                |                      |                                                |                                           |
|         |       |                           |                                |                      |                                                |                                           |
|         |       |                           |                                |                      |                                                |                                           |
|         |       |                           |                                |                      |                                                |                                           |

- c. Please share your Organization experience on Agriculture & allied activities in the Block for last 5 years (Specifically Bio-input production, post harvest & value addition, aggregation & marketing, Custom Hiring Center etc.)

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

  
19.7.25

**Signature and seal of the competent authority**