

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, JAJPUR

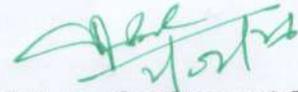
Letter No. 601

Date: 02.02.2026

Expression of interest (EOI) for engagement of Cluster Level Facilitating Agency under Crop diversification Programme in Mega Lift Irrigation Projects Rabi 2025-26 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 Facilitating Agencies for Rasulpur Block of Jajpur district under Crop Diversification Programme in Mega Lift Irrigation Projects 2025-26. Interested organizations/agencies are required to submit the EOI in sealed envelope super scribed as **Application for engagement of Field Level Facilitating Agency under Crop diversification programme in mega lift irrigation project of-----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 office of the Chief District Agriculture Officer. Last date for receipt of EoI is 09.02.2026 up to 1.00 PM and the same shall be opened on the same day 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 nic portal link*.

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.



**Chief District Agriculture Officer,
Jajpur**

**Expression of interest for engagement of field level facilitating agency
for implementation of Crop diversification programme under Mega lift
Irrigation Projects, 2025-26.**

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 with an objective to diversify upland and medium land paddy areas to non-paddy crops under the ayacut & periphery areas of mega lift irrigation projects. Directorate of Agriculture & Food Production (DA&FP), Department of Agriculture and Farmers Empowerment (DA&FE), Govt. of Odisha intends to implement the program in (district name) district during rabi 2025-26 with following objectives:

1. Diversification from paddy to non-paddy crops with focus on pulses & oilseeds and Horticultural crops in upland/medium land.
2. To create awareness, capacity building and community mobilization of farmers on sustainability of cropping pattern and crop diversification.

Roles and Responsibilities of Field Level Facilitating Agency (FLFA)

The Field Level Facilitating Agencies (FLFAs) shall have the following roles and responsibilities for smooth implementation of the programme;

1. The Field Level Facilitating Agencies (FLFAs) will help the AOs/VAWs/HEWs for selection of beneficiaries under the programme.
2. The Field Level Facilitating Agencies (FLFAs) will create awareness among farmers & motivate the farmers for adoption of cultivation of different non paddy crops through diversification during Kharif season & cultivation of vegetables through diversification during Rabi Season in the ayacuts of the Mega lift Irrigation Projects in the block.
3. The Field Level Facilitating Agencies (FLFAs) will facilitate the availability of different seeds to the farmers.

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 2025-26. It may be extended for coming years and the MoU may be renewable on satisfactory performance of the selected Facilitating Agency.

Details of target area and clusters under CDP-MLIP for 2025-26 in which FLFAs to be selected are mentioned below.

Sl. No.	Name of the District	Name of CDP Blocks	Targeted area under CDP For 2025-26 Kharif (In Ha)	No of FA to be selected
1	Jajpur	Rasulpur	700	1 no

Eligibility Criteria:

- Any active organization/Agency/Local NGO working inside the district preferably from blocks where CDP will be carried out will be selected as facilitating agency for implementation of the programme.
- An Amount of Rs. 200/ per Ha will be given as remuneration to the FLFA based on the area achieved through diversification of paddy areas to non paddy areas. No additional remuneration will be given except it. .
- The members of FLFA must be literate, can read and write Odia and have a basic understanding of mathematical calculations.
- The FLFA should not be a defaulter of any bank loan.
- The FLFA should arrange infrastructure such as land, building, electricity, water supply and working capital.
- The FLFA must be willing to agree to the terms led down and signed in the agreement.
- The period of engagement will be only for Rabi 2025-26 after that the agreement will not continue.

The Mandatory criteria to be selected as FA areas follow:-

1. Should be legally registered under Society/Trust/ Company act.
2. Should provide a self-attested copy of registration, PAN card.
3. Should not have been blacklisted by Government of India, Government of Odisha, other government agencies and any Indian or international donor and provide a self-declaration by the authorized representative to this effect.
4. Should have a minimum of 3 years of work experience in the proposed blocks

on Rainfed Agriculture production systems. Such experience may include crop diversification, soil and water conservation, climate resilient cropping system, horticulture, agro-forestry, livestock husbandry, capacity building of community based organizations/farmer producers 'organizations, promotion of value addition, processing and marketing of Agri and allied commodities.

5. Should have last 3 years' audited Balance Sheet and Financial Reports submitted to the concerned regulatory authorities.
6. The chief functionary of the institution should not be a formal member of any political party and furnish an undertaking to this effect.
7. Should not have more than one-third of the Governing Body member's related to each other and no staff members related to each other should be supervising each other.
8. Must have worked with any of the government program related to agriculture, NRM, water management, farmer's organization in a substantial way.

The format of EOI is given in **Annexure-A** and Organizations 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 NGO
- Audited statement of accounts for 2022-23,2023-24 & 2024-25
- Annual Report 2022-23, 2023-24 & 2024-25
- Fixed asset position including its present value and location.
- Profile of professional staff of the organization.
- MOU/ agreement/ any documentary evidence of working for Govt. or special projects or Govt. undertakings for implementing drought resilient agriculture activities of last three years only.
- Address of head and field offices.

The EOI should come in sealed envelope super-scribed as "**APPLICATION FOR ENGAGEMENT OF FIELD LEVEL FACILITATING AGENCY UNDER CROP DIVERSIFICATION PROGRAMME IN MEGA LIFT IRRIGATION PROJECT OF-----** **-----DISTRICT**" as per the enclosed application format by registered/speed post to the below mentioned address.

To,
The Chief District Agriculture Officer,
District-----

Process of Selection:

Stage1: Short listing of applications from the received applications after desk assessment by screening committee.

Stage2: Presentations by shortlisted organizations before "District Committee under chairpersonship of Collector & District Magistrate or appointed representative". This will be followed by a field visit by members of selection committee.

Stage 3: One Organization per block will be selected as Field Level Facilitating Agency (FLFA) by the committee through presentation and field visit. A FLFA can be selected for more than one block if required numbers of application is not received or shortlisted meeting the criteria. Selected FA will be approved by the Collector & District Magistrate.

Stage 4: Organization selected as Facilitating Agency will submit all relevant documents for verification.

Stage5: After completion of selection of FA, MOU will be signed between CDAO, and selected FA.

Annexure-A

Expression of interest for engagement of Field Level Facilitating Agency at Cluster level for implementation of Crop diversification programme under Mega lift irrigation projects

Details of the Organization:

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-
 - 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
 - (Please indicate the number) State(s)-
 - District(s)-
 - Block(s)-
 - Village(s)-
- f. Whether Organization is registered under FCRA-Yes No
- g. Whether it is registered under income tax-Yes No

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)
2022-23				
2023-24				
2024-25				

*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
2022-23		
2023-24		
2024-25		

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. Please share your Organization experience on Agriculture & allied activities in the Block for last 5 years

Activity	GP	Block	Crop	Year	Donor/	Area	Coverage of
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					Client	coverage in Ha.	HHs (in Nos)

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

Call
29/9/24

Signature and seal of the competent authority