

## **Expression of Interest for “Special Programme for Promotion of Integrated Farming in Tribal Areas”**

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The project “**Special Programme for promotion of Integrated Farming in Tribal Areas**” originated from last 4 years work of Revitalising Rainfed Agriculture (RRA) Network in Malkangiri district with the help of District administration on Agriculture, Livestock and Fisheries in a convergent mode. District Administration recommended scaling up of the work in an integrated area approach with focus on establishing support systems. Accordingly, this programme has been prepared for comprehensive development of agriculture, animal husbandry and fishery sectors in the district through technology diffusion, establishment of community level institutions, integrated management of natural resources and use of organic inputs.

### **Objective of the programme:**

The proposed programme intends to realize the sustainable growth potential of agriculture, livestock and fisheries in Malkangiri district. The approach is to establish support systems, community level institutions, infrastructure and convergence mechanisms, technology diffusion and integrating sustainable natural resources management. The approach is to build local capacities, institutions and integrate S&T inputs. The programme aims at enhancing production, food security and household level income through value addition and market linkage in the targeted 40 GPs of Malkangiri district covering 40,000 acres of land and 20,000 households within a period of 4 years. Final selection of GPs will be done by District Revitalising Rainfed Agriculture (RRA) Committee under chairmanship of Collector and District Magistrate of Malkangiri District.

In accordance with approved guidelines designated Programme Secretariat (WASSAN) (under State Secretariat for the programme hosted at NCDS) is inviting eligible Non-Governmental Organisations (NGOs) for the role of “Facilitating Agencies (FA)”. Selection will be done by District Revitalising Rainfed Agriculture (RRA) Committee under chairmanship of Collector and District Magistrate of Malkangiri District. Guidelines are available at <http://nkccds.nic.in/>.

## **Gram Panchyat Details for 4<sup>th</sup> Cluster of the Programme**

Cluster- 4<sup>th</sup>, Gram Panchyat 10, (B.L Pur, Gangla, Pangam, Pedawada, B.Pangam, Bhejaguda, Chaulmendi, Katapalli, Mecca, Nayakguda)

### **The Mandatory criteria of the NGO to be selected as FA are mentioned below:**

1. Should be legally registered and provide a self-attested copy of registration, PAN number and self-attested copy of PAN card.
2. Should not have been blacklisted by Government of India, state government of Odisha, other government agencies and any Indian or international donor and provide a self-declaration by the authorized representative to this effect.
3. Should have a minimum of 3 years of work experience in the proposed blocks on Rainfed Agriculture production systems. Such experience would cover soil and water conservation, drought resilient cropping system, livestock husbandry and rangeland management, capacity building of community organizations and/or farmer producers organizations.
4. Should have last 3 years' audited Balance Sheet and Financial Reports submitted to the concerned regulatory authorities.
5. The chief functionary of the institution should not be a formal member of any political party and furnish an undertaking to this effect.
6. Should not have more than one-third of the Governing Body members related to each other and no staff members related to each other should be supervising each other.
7. 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).
8. One NGO is eligible for applying for one cluster only.

The format of EoI is in Annexure-A and NGOs 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
- Previous 3 years Audited statement of accounts for 2015/16, 2016/17 & 2017/18
- Previous 3 years Annual Report 2015/16, 2016/17 & 2017/18
- 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.
- Address of head and field offices.

Further information can be obtained at the address below during office hours [*Between Office hrs 09:00 to 17:00 hours*]. Expressions of interest may be sent via email to

***ddamal.dag@nic.in with a copy marked to [ncds\\_bbsr@dataone.in](mailto:ncds_bbsr@dataone.in) & [integratedfarmingmkg@gmail.com](mailto:integratedfarmingmkg@gmail.com) by August 22<sup>nd</sup> 2018.*** It must also be mandatorily delivered in a written form to “***ATMA, Malkangiri***” address below by speed post/ registered post/physically in a closed envelope super-scribed as “***EOI for FA Selection under Special Programme for Promotion of Integrated Farming in Tribal Areas***”.

### **Process of Selection:**

**Stage 1:** Short listing of at least two organizations per block from the received applications after Desk assessment by ATMA & Programme Secretariat.

**Stage 2:** Presentations by Shortlisted organizations before District RRA Committee.

**Stage 3:** One NGO per block will be selected as Facilitation Agency (FA) for the Block.

**Stage 4:** NGOs selected as FAs will submit all relevant documents. NGOs will also submit the CBO details and panchayat details. Submitted Documents will be verified by Programme Secretariat.

**Stage 5:** After verification by RRA Committee, MoU will be signed between ATMA, Program Secretariat and Selected NGOs for the Programme

**Annexure-A: Expression of Interest to Partner with Directorate of Agriculture and Food Production, Odisha on Special Programme for Promotion of Integrated Farming in Tribal Areas :**(Furnish the details in English without exceeding 15 pages).

**Details of the Organisation:**

**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**

- i) Is organization registered – Yes  No
- ii) If yes, Under Society Act  Under Trust   
Under Company Act  Any other   
(Section – 25)  
If any other, specify –
- iii) Year of registration –
- iv) Since how long it is operational (No. of years) –
- v) Operational area of the organization - State /s–  
(only indicate the number) District/s –  
Block/s –  
Village/s –
- vi) Whether organization is registered under FCRA - Yes  No
- vii) Whether it is registered under Income Tax -  Yes  No

### 3. Governance

- i) What are VMG (vision, mission, goal) of the organization-
- ii) Are those reflected in program taken by the organization Yes  No
- iii) Does organization has a governing board Yes  No
- iv) Give details of Board Members (current status) –  
Name & Address Gender Occupation Position / Designation (Incl Chief Executive)
- a.  
b.  
c.  
d.  
e.  
f.  
g.  
h.  
i.
- v) Which of the Board members receive salary / remuneration for services apart from the expenses for attending board meetings
- a.  
b.  
c.
- vi) Is minutes of Board meeting documented and circulated among Board members  
Yes  No
- vii) What are sources of fund for the organization –  
Corpus  Endowment  Donation  Govt. Grant   
Donor's grant  Other  if others specify –  
(Foreign)

### 4. Management / Administration

- i) Briefly mention administrative set up below chief executive – (flow chart)
- ii) Are role and responsibility of staff clearly defined Yes  No
- iii) Are staff issued with letters of appointment / contract Yes  No

### 5. Financial Management

- i) Whether accounts are audited by external auditor Yes  No
- ii) Do you have system of Internal control Yes  No
- iii) If yes, specify –
- iv) What financial statements are prepared at organization –  
Balance sheet  Receipt & payment  Income & expenditure   
Cash flow statement  Fund flow statement  Others   
Specify

### Financial Particulars of the Agency

Financial Year*	Turnover from Professional Services	Turnover from other Activities	Total Turnover	Income tax return filed ( yes/ no)**
2015-16				
2016-17				
2017-18				

\*Attach copies of Receipt & Payments, Income & Expenditure and Balance Sheet for these years

\*\*Please attach last three assessment years Income Tax Return receipt

**(Kindly attach xerox copy of PIN & TIN certificate)**

### Audited Balance Sheet

Financial Year	Audit of Balance sheet (yes/ no)	Remarks
2015-16		
2016-17		
2017-18		

### 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 (M / F) please specify

### Details of Regular Staff

Name	Position	Engaged since (year)	Qualification

## 7. Work Experience

- i. Was the organisation black listed any time? If yes, provide the details.

- ii. Key Focus areas of work of the organisation: (main 4 areas relevant for this program)

- iii. Has organisation been recipient of any awards at District or State or National Level?

- iv. Has organisation been recipient of any awards in the State?

- v. Three previous experiences in working with government departments on agriculture:

- a. With Agriculture Department:

- b. With Odisha Watershed Mission:

- c. With NABARD:

- d. With OTELP/ ST SC Department(FADP, others)

- e. With Rural Development Department ( CFT)

- f. With Women and Child Department

- g. With Any other Department

- vi. Experience in working on Rainfed Agriculture ; Briefly describe:

- vii. Did you work with District Administration on the rainfed production systems in RRA approach before? If yes , Please describe your work ?

(Please provide a half-page note on this with details of Production Systems & Issues such as related to Rainfed Agriculture, Rainfed Livestock and Rainfed Fisheries with details)

**viii. Block(s) proposed for the program**

Block	Years of Experience in Agriculture	From-To	Projects
Malkangiri & Mathili			

**ix. Experience in working with Community Based Organisations (CBO):**

a. Has the organisation promoted any CBO in the past; Yes / No

b. If yes, provide brief details :

**x. What kind of community organisation (SHGs/Cooperative/Farmer Producer Organisation/VDCs/etc) have you worked within the Block proposed?**

**xi. Please briefly describe your work with community organisation within the Block proposed?**

**xii. Give 3 reasons on why your organisation is qualified to be the Facilitating Agency for the program?**