



OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER
GAJAPATI, PARALAKHEMUNDI, ODISHA, PIN - 761200
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Letter No: **4408**

Date: **07/10/2021**

Advertisement for inviting Expression of Interest (EOI) for the role of Block Level Procurement Agency for Ragi Procurement-KMS-2021-22

Expression of Interest (EOI) is invited from the suitable and FPOs/SHG Federations having willingness and previous experience in carrying out operations & awareness campaigns on procurement of agricultural produces. EOIs are to be submitted in the prescribed format available at <https://gajapati.nic.in> on or before 21th October 2021 (12.30PM) at CDAO-Cum-PD, ATMA, Gajapati, Paralakhemundi Office by Registered/Speed Post only for being considered for the selection process of Block Level Ragi Procurement Agency for Ragi Procurement-KMS-2021-22 in 5 blocks (Mohana, Gumma, Rayagada, R. Udayagiri and Nuagada) of Gajapati

Criteria for FPOs/ SHG Federations to be selected as Procurement Agencies for Ragi

FPOs/SHG Federations fulfilling the following conditions shall be selected:

1. To be a Block level procurement agency FPO/SHG Federation must be a registered body. It should either be a Cooperative registered under the State Cooperatives Act of Odisha or a Producer Company registered under the Companies Act, SHG Federation registered under Society Registration Act 1860.
2. The FPO/ SHG Federations should not be a defaulter of loan from any public or private bank.
3. The FPO/ SHG Federations should not be blacklisted by the government.
4. The FPO/SHG Federation should have the following procurement infrastructure & equipment:
 - a) Should have storage point of minimum 50 MT.
 - b) Should have equipment for procurement i.e., Digital Moisture meter, Tarpaulin, Weighing Scale, Stitching Machine, Sieving Machine and so on
 - c) Should have minimum working capital of Rs. 1,00,000/-
 - d) Should have office setup with Laptop, Printer, inverter, and internet connectivity
 - e) Should be able to hire human resources for carrying out procurement activities
5. Scoring of FPOs/ SHG Federations will be done for selection based on criteria regarding institutional and financial health. The FPOs/ SHG Federations attaining higher marks in the scoring will be selected.
6. Only one FPO or SHG Federation will be selected in a block for Ragi Procurement.


07.10.21
CDAO-Cum-PD ATMA
Gajapati

**Application Form/Scoring Sheet for FPO/SHG Federations Selection as
Block Level Procurement Agency for Ragi Procurement
Odisha Millet Mission 2021-22**

Name of FPO/SHG Federation: _____

Block Applying For: _____

District: _____

Application Form /Self-Scoring Sheet for Farmer Producer Organisations/SHG Federations for Block Level Procurement Agency for Ragi						
Sr. No	Areas for Rating	Total Scores	Criteria	Criteria Wise Scores	Marks Obtained	Remarks
1	Years of Existence	10	More than 5 years	10		
			2 to 5 Years	5		
			Less than 2 years	2		
2	Size of FPO/SHG Federation	10	Above 200 members	10		
			51 to 200 members	5		
			Below 50 members	2		
3	Landholding of members	10	All members are small and marginal farmers	10		
			50% members are small and marginal farmers	5		
			Less than 50% are small and marginal farmers	2		
4	Profile of members	10	>80% members are Women, SC/ST Farmers	10		
			60 to 80% members are Women, SC/ST Farmers	5		
			<60% members are Women, SC/ST Farmers	3		
5	Meeting - frequency, time, and place	10	Monthly	10		
			Quarterly	5		
			Irregular	2		
6	Attendance of Board of Directors/Member s at meeting in last 10 meetings	10	>80%	10		
			60-80%	5		
			Less than 60%	2		

7	Rules and regulations	10	Everyone is involved and rules documented	10		
			Rules are not always followed	5		
			Verbal/ Non-Existent	2		
8	Share Capital /Saving Amount Collection	10	Share Capital/Saving Amount collected from all members	10		
			Share Capital/Saving Amount collected but not from all members	5		
			Share Capital/Saving Amount not collected	0		
9	Member involvement in Production / Marketing related activities	10	More than 80% of the members	10		
			50% to 80% of the members	5		
			Less than 50% of the members	2		
10	Loan repayments by FPO/SHG Federation to Banks/FI	10	>80% loan repayment as per schedule	10		
			60-80% loan repayment as per schedule	5		
			Less than 60% timely loan repayment	2		
11	Books and Accounts	10	Books, accounts & registers are maintained	10		
			All records are maintained but not updated	5		
			No maintenance of books and accounts	0		
12	Turnover	10	Greater than Rs 500000 per year	10		
			Between Rs 250000 to Rs 500000 per year	5		
			Rs 100000 to Rs 200000 per year	2		
			Less than Rs 10000	0		

13	Annual Audit	10	Audit done regularly	10		
			Audit not done regularly	5		
			Audit not done	0		
14	Area Coverage of FPO/SHG Federation	10	Members from more than 70% of villages of the Block	10		
			Members from more than 50% and less than 70% village of the Block	5		
			Members from less than 50% village of the Block	0		
15	Appointment of CEO/DEO	10	CEO/DEO/appointed for full time	10		
			CEO/DEO/ appointed for part time (irregular)	5		
			CEO/DEO not appointed	0		
16	Availability of Office Set Up with Laptop, Printer, inverter, and internet connectivity	10	Office Set Up	5		
			Office Set Up with Laptop, Printer, inverter, and internet connectivity	10		
17	Availability of Storage Point (Minimum@ 50 MT)	10	Availability of Storage Point (Minimum@ 50 MT)	10		
18	Availability of equipment for procurement i.e., Digital Moisture meter, Tarpaulin, Weighing Scale, Stitching Machine, Sieving Machine and so on	10	Equipment availability for procurement i.e., Digital Moisture meter, Tarpaulin, Weighing Scale, Stitching Machine, Sieving Machine and so on	10		
Grand Total		180				

Declaration: I, Mr/Mrs _____ hereby declare that all information mentioned in the application form/scoring sheet by _____ (Name of the FPO/SHG Federation) is correct, true and valid. The supporting documents shall be presented before the concerned authority as and when required during the selection process

Signatory Authority with Seal-1

Signatory Authority with Seal-2