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OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, SAMBALPUR

No. 6595

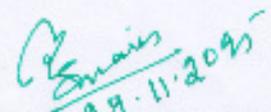
/Agril. Dated. 29.11.2025

Expression of Interest for engagement of Block Level Community Based Organization (CBOs) for Promotion of indigenous aromatic and non-aromatic paddy with export potential/ local market in the State of Odisha during 2025-26

Expression of Interest (Eoi) is invited by the Chief District Agriculture Officer, Sambalpur for engagement as Block Level Community Based Organization (CBOs) for Promotion of Indigenous Aromatic and Non-aromatic Paddy with Export Potential/ Local Market in the blocks namely **Rengali, Jujomura & Bamra** blocks .

Interested Community-Based Organizations (FPC/ FPO) are required to submit the application/ proposals in sealed envelope super-scribed as **"Application/ Proposals for engagement of Block Level Community Based Organization for Promotion of indigenous aromatic and non-aromatic paddy with export potential/ local market 2025-26 in Sambalpur District"** as per the enclosed application format by registered/ speed post. Application/ proposals in e-mail will not be entertained in this regard. The duly filled in Eoi should be addressed to the **Chief District Agriculture Officer, Sambalpur**. Last date for receipt of application/proposal is **9th December-2025 up to 1.30 PM** and the same shall be opened on the same day at **03.30 PM** in the office of the **Chief District Agriculture Officer, Sambalpur** in presence of authorized signatories or representatives of the participating organizations/ agencies along with the original documents. The application form and the terms & conditions are available at the Sambalpur Official District Website.

The authority shall not be responsible for any sort of postal delay and application/ proposals received beyond scheduled date and time shall not be entertained & out right to be rejected. The authority reserves the right to cancel/ reject any or all the Eoi without assigning any reason thereof.


29.11.2025
Chief District Agriculture Officer,
Sambalpur

Expression of Interest for Engagement of Block Level Community Based Organization (CBOs) for Promotion of Indigenous Aromatic and Non-Aromatic Paddy with Export potential/Local market

1. Introduction:-

Department of Agriculture & Farmers' Empowerment, Government of Odisha is scaling up the programme "Promotion of Indigenous Aromatic and Non-Aromatic paddy with Export potential/ local market" in Sambalpur district during 2023-24 & 2024-25. Due to discontinuation of the selected CBOs in Rengali, Jujomura & Bamra blocks new CBOs will be selected for smooth implementation of the programme Community Based Organization (FPC/FPO) are being engaged at block level. The objectives of the programme are mentioned below as:

- ✓ Identification of the available indigenous non-basmati aromatic, superfine & special character paddy having potential export opportunity.
- ✓ To promote selected indigenous paddy (aromatic/non-aromatic) having better market potential for export.
- ✓ To make indigenous aromatic/ non-aromatic paddy cultivation a remunerative enterprise by linking export promotion.
- ✓ To make available the selected indigenous non-basmati paddy varieties through pure line selection/other suitable breeding techniques of paddy.
- ✓ To maintain the seed chain of selected varieties in formal & informal manner.
- ✓ To develop Improved Package of Practices for indigenous paddy and Post-Harvest Management techniques to meet export standards.
- ✓ Establish Common Facility Centers equipped with modern processing machinery for milling, polishing, and packaging of aromatic and non-aromatic rice.
- ✓ To promote SRI/ Line Transplanting/ DSR for higher productivity
- ✓ Linkage of FPOs/ FPCs for Production, Marketing and Export of indigenous paddy.
- ✓ To assess the nutritive and other special characteristics of the selected varieties
- ✓ To promote organic cultivation of indigenous paddy (aromatic/non-aromatic).
- ✓ Establishment the organic product brand as "KALINGA-ORGANIC".

2. Roles and Responsibilities of the Community Based Organization:

The Farmers Producer Organizations (FPOs) or Farmers Producers Company (FPC) will be treated as Community-Based Organizations (CBOs) under this programme. The selected CBOs will undertake different key activities like implementation of incentivisation programme on Indigenous (Aromatic & non-aromatic) paddy, conduct meetings, training & capacity building on indigenous paddy, cluster level aggregation of harvested paddy, processing & milling of the

Indigenous paddy, establishment of bio-input production units through SHGs and procurement of indigenous paddy from the registered farmers for marketing.

- ✓ CBOs will facilitate the AO/VAWs in selection of progressive interested farmers.
- ✓ The selected CBOs will help Progressive farmers for promoting the non-basmati indigenous (Aromatic/Non-aromatic) paddy of export potentials/ local market.
- ✓ CBOs will help the State Level Support Agency for registration of farmers for organic cultivation of indigenous paddy.
- ✓ CBO will enter into agreement/ MOU/ MoA with the State Level Support Agency & with CDAO at the district level. The MoU/ MoA with the CBO may be renewed under this programme on satisfactory performance of the CBO.
- ✓ CBO will facilitate Block Level Committee for selection of SHGs through the EoI process for establishing of Bio-input Production unit.
- ✓ CBO will establish cluster-wise bio-input production units through the SHGs & supply the product to the beneficiary farmers. Accordingly, it will enter into an agreement with the selected SHGs.
- ✓ CBO will link the market with the help of SLSA for marketing of indigenous rice.
- ✓ The CBO will perform any other work as assigned by the higher authority and as per the operational guideline of "Promotion of Indigenous Aromatic and Non-Aromatic paddy with Export potential/ Local market" and any other work as desired by the Department time to time as and when required related to this programme.

3. Scale &Duration:

The project will be implemented in Sambalpur district in 3nos. of Blocks i.e Rengali, Jujomura & Bamra for the Financial Year 2025-26.

4. Criteria of the CBO for Selection:

Mandatory Criteria for short listing:-

- a. CBOs must be registered as Producer Company i.e. FPC/FPO as per norm (company act) and provide a self-attested copy of registration and self-attested copy of PAN card.
- b. CBOs should be interested to be involved with the project activities and should submit a letter of intent along with a resolution of board of director to the CDAO.
- c. CBOs must have GST no. and regular in filing mandatory compliances, return and reports submission as per norm.
- d. The Organization must be having registered office at concerned district.
- e. The applicant agency should not have been blacklisted by Government of any State/ India/ other Government agencies and any Indian or International donor and shall provide a self-declaration by the authorized representative to this effect.
- f. Should have a minimum of 1 year of work experience in agriculture sector for crop production to marketing with Government.
- g. Should submit audited balance sheet and financial report of 2023-24 & 2024-25 financial year.
- h. CBOs must have an active bank account and must have financial transactions/ turnover of Rs.50 lakhs at their bank account in the last financial year (2024-25) or current financial year 2025-26. Bank statement must be submitted during application submission.
- i. The chief functionary of the organization should not be a formal member of any political party and furnish an undertaking to this effect.

Preferred criteria:-

- a. The Preference will be given to the Organizations those are currently working under any Support Agency for implementing any of Cluster-based Organic Farming and Natural Farming schemes (Indigenous aromatic & non-aromatic paddy with Export Potential/Local Market, PKVY/ Aspirational PKVY/ BPKP/OIIPCRA) in the concerned blocks/district.
- b. Applicant organization having experience with cultivation & promotion to marketing of under organic indigenous aromatic & non-aromatic paddy in concerned district of Odisha shall be given preference. (Documentary proof).
- c. Applicant agency having own marketing tie-up with company (ies) for organic indigenous aromatic & non-aromatic paddy would be given highest preference. (Documentary Proof).
- d. Applicant agency must have marketing experience of organic indigenous aromatic and non-aromatic paddy (domestic or export). (Documentary Proof)
- e. Preference may be given to CBOs having minimum Rs.25Lakhs bank balance at their active bank account(s) as on 31st March 2025.

5. Process of Selection:

Stage1: Short listing of applications based on the mandatory criteria and technical evaluation (70 Marks) will be done after desk assessment as per the mentioned score sheet by Screening Committee under the Chairmanship of Chief District Agriculture Officer.

Stage2: Presentations will be done by shortlisted organizations before "District Committee under Chairmanship of the Collector & District Magistrate or appointed representative" and score for the technical presentation (30 marks) will be given as per the mentioned score sheet.

Stage 3: The agencies that secure score above the minimum qualifying mark of 65 (*maximum marks of 70 in Technical Proposal & maximum marks of 30 in Technical Presentation*) in the evaluation stage will be qualified to be engaged as CBO.

Stage 4: The DLMC will allot the blocks to the CBOs based on the marks secured & will be approved by the Collector & District Magistrate.

Stage 6: Organization selected as Community Based Organization will submit all relevant documents for verification.

Stage7: MOU/ MOA will be signed between Selected CBO, CDAO &SLSA.

6. Technical Evaluation Score Sheet

Sl. No.	Category	Criteria	Sub-Criteria	Marks	Maximum Possible Score
a.	Registered office	Registered Office at district	Agency Registered Office within the district	10	10
			Agency Registered Office outside the district	7	
b.	Past experience on working in agriculture sector from crop production to Marketing with Govt.	Minimum 1 year experience (with documentary proof)	4 or more years	10	10
			2-3 years	7	
			1 year	5	
c.	Participation in any Organic or Natural farming projects with Government	Minimum 1 year experience (with documentary proof)	More than 5 years	10	10
			2-5 years	7	
			1 year	5	
d.	Promotion of Indigenous aromatic and non-aromatic paddy cultivation	Minimum 1 year experience (with documentary proof)	More than 5 years	10	10
			2-5 years	7	
			1 year	5	
	Promotion of Indigenous aromatic	Minimum 100 acres (with	201-500 acre	10	
			101-200 acre	7	

e	and non-aromatic paddy	documentary proof)	100acre	5	10
f	Indigenous aromatic and non-aromatic rice marketing/ linkage of marketing in domestic and export market	Minimum 20 MT aromatic and non-aromatic rice marketed (with documentary proof)	More than 100 MT	10	10
			51-100MT	7	
			20-50MT	5	
g	Financial stability of Agency	Bank balance at their Organization's bank account(s) as on 31.03.2025	More than 25 lakh bank balance at their active Bank account(s)	10	10
			Less than 25 lakh bank balance at their active bank account(s)	7	
Sub-Total					70
Technical Presentation					30
TOTAL MARK					100

7. Payment Process:-

Payment shall be made as per the approved Operational Modalities of "Promotion of indigenous aromatic and non-aromatic paddy with export potential/local market".

An application shall be considered unsuitable and rejected at the stage of short listing if it does not meet the mandatory criteria. Supporting documents for the mandatory criteria should be attached with Annexure A during submission of application.

The detailed format of EoI is attached as **Annexure-A**.

1. Agency need to apply in the specific format only.
2. One agency will be selected as CBO for one block, however, if there is no adequate CBOs then multiple blocks can be allotted to one CBO with due approval in the DLMC under the Chairmanship of the Collector & District Magistrate.

Any deviation from the prescribed procedures/formats/conditions/requirements shall result in outright rejection of the proposal. Bids with conditional offer shall be outrightly rejected. All the pages of the proposal must have to be sealed and signed by the authorized representative of the organization / agency.

Sl No.	Name	Address	Gender	Occupation	Position/ Designation	Educational Qualification

4. Financial Management

- i. Whether audit by external auditors(Yes/No)
- ii. What financial statements are prepared at organization–Balance sheet
Profit & Loss Account
- iii. Attach Balance sheet and annual reports and IT return for the year 2023-24
- iv. What are sources of fund for the organization Corpus-(Yes/No)
Govt. Grant-(Yes/No)
Donor/Partner's grant-(Yes/No) other if other, please specify–

Financial Year	Turnover from Professional Services	Turnover from other Activities	Total Turnover	Income tax return filed(yes/no)
2024-25				

5. Management/Administration

- i. Briefly mention administrative set up below CEO/Managing Director–
(flow chart)
- ii. Are role and responsibility of staff clearly defined:(Yes/No)
- iii. Are staff issued with letters of appointment /contact :(Yes/No) [Please attach relevant documents in the attachment]

6. Personnel/Staff(Current status)

- i. Total number of staffs–
- ii. No. of permanent staffs–(M/F)
- iii. No. of temporary staffs–(M/F)
- iv. No. of technical/professional staffs(M/F)please specify

Details of Staffs to be appointed for the promotion of indigenous aromatic & non-aromatic paddy

Name	Position	Engaged since (year)	Qualification

(CVs to be attached for proposed staffs)

7. Work Experience

a. District and Block proposed for the program

District Name	Block Name

b. Key Focus areas of work of the organization for last years in proposed district:

District Name	Block Name	Focus Area	No of Years of Experience	Coverage (No of Acres)	Partner Agency (Govt./ Donor/ NABARD etc)

c. Experience in working with Agriculture Departments of Govt. of Odisha : Briefly describe:

District Name	Block Name	Year	Project Name with empanelled Support Agency	Crops	No of years of experience	Coverage in (Ha)

d. Experience in working on Organic/Natural Farming; briefly describe:

District Name	Block Name	Year	Project Name with empanelled Support Agency	Crops	No of Years of Experience	Coverage in Acres

- e. Experience in working on promotion of indigenous aromatic and non-aromatic paddy
- i. Briefly describe areas of work on promotion of indigenous aromatic and non-aromatic paddy in last 3years in proposed district:

Sl. No	Component	Year	Activity	Coverage	No of HHs covered
1	Production		(Cultivation)	Ha	
		2024-25			
		2023-24			
		2022-23			
2	Marketing (Domestic and exported)		(Packaging/Processed products/Certification/ PGS/ NPOP)	Quantity in (MT)	
		2024-25			
		2023-24			
		2022-23			

- ii. What are the varieties of indigenous aromatic and non-aromatic paddy promoted by the Agency in Odisha?

District Name	Block Name	Year	Indigenous aromatic/non-aromatic paddy varieties	Coverage in Ha	Average Yield/ Ha (Quintal)	Total Yield (Quintal)

- iii. Please mention existing marketing facilities available for indigenous aromatic and non-aromatic paddy:

District Name	Indigenous aromatic/non-aromatic paddy varieties	Existing marketing facilities availability (Yes/No)	Tie up/ MoU for domestic market	Tie-up/ MoU for international market	Total quantity marketed (MT)

iv. Please mention the proposed villages and area coverage envisaged for the Project?

Block Name	Panchayat Name	Village Name	No. of Household	Area to be covered (Hectare)	Years of Work Experience in the Proposed areas (GP and Villages)

- f. Please mention any other achievements related to indigenous aromatic and non-aromatic paddy? [Answer in 300words]
- g. Please give three reasons why your organization is the best organization for promotion of indigenous aromatic and non-aromatic paddy in proposed block? [Answer in 300words]
- h. Have you work with farmers on PGS certification or third party certification? If yes, please provide details.
- i. Is your organization is working with empanelled Support Agency of National Centre for Organic Farming? If yes, please provide details.

This is to certify that the information given above are true to the best of my knowledge and believe.

Authorized Signatory and Seal

N.B.: Required supporting documents should be attached with Annexure-A.

UNDERTAKING

[On the letter head of the Organization regarding Ineligibility of the Bidder and non-blacklisting]

I/we, hereby undertake that, our company has not been blacklisted / debarred by any of the Central / State Government Ministry / Department/ Office or by any Public Sector Undertaking (PSUs)/ any Indian or international donor and I/we are not blacklisted by any authority during the recent past.

Yours sincerely,

**Authorized Signature [In full and initials]: Name
and Designation of the Signatory: Name of
the Bidder and Address:**

Declaration

[On the letter head of the Organization]

I, Shri _____, Director/ Authorized signatory of _____ (Name of the Agency), competent to sign this declaration and execute this tender;

- a. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
- b. The information and documents furnished along with the tender are true and authentic to the best of my knowledge and belief. I am well aware of the fact that, furnishing of any false information / fabricated document would lead to rejection of our tender at any stage besides liabilities towards prosecution under appropriate law.

(Signature of Authorized Representative with seal)

Place:

Date.....