

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER,
MAYURBHANJ, BARIPADA

Letter No.

3689

Date:

06/06/2026

Expression of interest (EOI) for engagement of Field Level Facilitating Agency at Block Level under Crop diversification Programme in Mega Lift Irrigation Projects area for 2026-27 of Govt. of Odisha w.r.t DA & FP letter no. 41136 dt 29.11.2025

Expression of interest is invited by the Chief District Agriculture Officer, Mayurbhanj from the experienced and interested organizations/ Agencies / Local NGOs for engagement of Field Level Facilitating Agencies for **Bangriposi, Saraskana, Badasahi, Jamda, Sukruli, Kaptipada, Khunta, Udala, Raruan, Karanjia, G.B.Nagar, Samakhunta, Baripada, Moroda, Suliapada and R.G.Pur Block** of Mayurbhanj District under Crop Diversification Programme in Mega Lift Irrigation Projects for financial year 2026-27. Interested organizations/agencies/ local NGOs are required to submit the EOI in sealed envelopes super scribed as "Application for engagement of Field Level Facilitating Agency under Crop diversification programme in mega lift irrigation project of Mayurbhanj district for Financial year 2026-27 for Bangriposi, Saraskana, Badasahi, Jamda, Sukruli, Kaptipada, Khunta, Udala, Raruan, Karanjia, G.B.Nagar, Samakhunta, Baripada, Moroda, Suliapada and R.G.Pur block" as per enclosed application format must be dropped in the drop box at the specified address. Proposals in e-mail would not be entertained in this regard. The EOI should be addressed to office of the Chief District Agriculture Officer, Mayurbhanj. Last date for receipt of EOI is Dt. **29.06.2026** up to **1:00 P.M.** and the applications shall be opened on Dt. **29.06.2026** at **03:00 P.M.** at Office chamber of the CDAO, Mayurbhanj in presence of authorized signatory and representatives. The application form and detail terms & conditions are available in the official website of (<https://mayurbhanj.odisha.gov.in>)

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,
Mayurbhanj, Baripada

Memo No.

3690

Date:

06/06/2026

Copy forwarded to the District e-governance Manager OSWAN, Collectorate, Mayurbhanj for information and necessary action (degm.Mayurbhanj@gmail.com) with request to re-float the Expression of interest (EOI) for engagement of Field Level Facilitating Agency under Crop diversification programme in mega lift irrigation project area of Mayurbhanj district.


Chief District Agriculture Officer,
Mayurbhanj, Baripada

Memo No.

3691

Date:

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Copy forwarded to the Sr. Scientist & Head, KVK-I & II of Mayurbhanj District / ADO, Baripada, Bangriposi, Betnoti, Udala, Karanjia and Jashipur / DDH, Mayurbhanj/ PD Watershed, Mayurbhanj/ Executive Engineer, MLIP, Mayurbhanj / Executive Engineer (Agril.), Mayurbhanj/ ADA O/o the CDAO, Mayurbhanj/ Scheme Officer, CDP-MLIP, O/o-CDAO, Mayurbhanj for information and necessary with a request to attend the opening of EOI on dt: **29.06.2026 at 3.00 P.M.** at Office chamber of the CDAO, Mayurbhanj.


Chief District Agriculture Officer,
Mayurbhanj, Baripada

**MODEL DRAFT EOI FOR SELECTION OF
FIELD LEVEL FACILITATING AGENCY UNDER CDP-
MLIP 2026-27**

N. B.: The Model draft Eoi must be approved in the District Level Monitoring Committee under the Chairmanship of the Chief District Agriculture Officer and may be modified as per the local situation before floating.

BIDDER DATA SHEET

Sl. No.	Particulars	Details
1	Name of the Client	CDAO, Mayurbhanj
4	Availability of EOI Document	Detail EOI documents is available in the Mayurbhanj District website (https://mayurbhanj.odisha.gov.in)
5	Date of Issue of Request For Proposal Call Notice	06.06.2026
6	Last Date and Time for submission of Bid	29.06.2026 at 01:00 PM
7	Timeline for submission of query through e-Mail (ddabaripada.dag@nic.in)	18.06.2026 at 01:00 PM
8	Submission of Reply to query through return mail	19.06.2026 at 06:00 PM
9	Date & Time for opening of EOI	29.06.2026 at 03:00 PM
10	Address for Submission of EOI	Chief District Agriculture Officer, Mayurbhanj, AT:- Takatpur, Baripada, PIN :- 757003, ddabaripada.dag@nic.in
11	Mode of Submission of Proposal	The bid must be dropped in the drop box only to the address as specified above during office hour only. Submission of bid in late will be rejected.
12	Place of Opening of EOI :	Office of the CDAO, Mayurbhanj

For details on the selection process, please visit to the office of the CDAO, Mayurbhanj.

Expression of interest for engagement of Field Level facilitating agency at Block level for implementation of Crop diversification programme under Mega lift Irrigation Project area of Mayurbhanj District for Financial year 2026-27.

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 (Mayurbhanj) district during 2026-27 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 & Horticultural Crops during Rabi.
2. Improving soil health through promotion of crops with heavy biomass and less chemical Input requirement.
3. Integration with livestock and fisheries.
4. Inclusion of produce of non-paddy crops in different Government schemes such as PSS, ICDS, MDM, PDS and ST/ SC Welfare hostels.

Roles and Responsibilities of Field Level Facilitating Agency (FLFA)

Field Level Facilitating Agencies (FLFA) shall have the following roles and responsibilities for smooth implementation of the programme.

1. FLFA will help the AOs/ VAWs/HEWs for selection of beneficiaries under this programme.
2. The FLFA will create awareness among farmers and motivate the farmer for adoption and cultivation of different non paddy crops through diversification during Kharif Season and cultivation of Vegetables through diversification during Rabi season in ayacut areas of the mega lift irrigation projects in the Block.
3. The selected FLFA will create awareness among the farmers regarding benefits to of Crop diversification from paddy to non paddy crops in upland and medium lands (Both Kharif & Rabi based on feasibility) in MLIPs.
4. The staff of FLFA will help the concern BTT / CDAO for documentation/Photographs.
5. The FLFA will be liable to RTI.
6. Block level officials of line departments BTT shall support and monitor the FLFA in the Project implementation.
7. The FLFA will perform any other work as assigned by the higher authority and as per the operational guideline/Modalities of CDP-MLIP program.

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 2026-27, renewable on satisfactory performance of the selected Field Level Facilitating Agency.

Details of target area and blocks under CDP-MLIP for 2026-27 in which FLFAs to be selected are mentioned below.

Sl. No.	Name of the District	Name of CDP Blocks	Targeted area under CDP For 2026-27 Kharif in ha.	No of FLFA to be selected
1	MAYURBHANJ	Bangiriposi	180	1
2		Saraskona	118	1
3		Badsahi	120	1
4		Jamda	205	1
5		Sukruli	230	1
6		Kaptipada	53	1
7		Khunta	25	1
8		Udala	15	1
9		Raruan	210	1
10		Karanjia	280	1
11		G.B Nagar	60	1
12		Shamakhunta	302	1
13		Baripada	230	1
14		Morada	177	1
15		Suliapada	229	1
16		R.G Pur	225	1

Fund Flow Mechanism:-

1. An amount of Rs.200/- per ha will be given as remuneration to FLFA based on the area achieved through diversification of paddy areas to non paddy crops during Kharif & cultivation of vegetable through diversification during Rabi season subject to sanction of fund by the Government.
2. The release of fund to FLFA shall be in consultation with AAO/BAO and concerned district level scheme officer after certifying the performance.

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 Field Level Facilitating Agency for implementation of the programme.
- The members of FLFA must be literate, can read and write Odia and have a basic understanding of mathematical calculations.
- The FLFA must be willing to agree to the terms led down and signed in the agreement.

The Mandatory criteria to be selected as FLFA are as follows:-

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 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, 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. If any documents not submitted by the agencies, the application will be rejected.

- Registration certificate of NGO
- Audited statement of accounts for last three years 2023-24, 2024-25 & 2025-26.
- Annual Report last 3 years 2023-24, 2024-25 & 2025-26.
- 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 2023-24, 2024-25 & 2025-26.
- Address of head and field offices.
- Undertaking towards not blacklisted in the past.

All the documents should be self-attested.

1. Process of Selection:

Stage1: Short listing of at least two applications from the received applications after assessment by screening committee on the basis of scoring.

Scoring Details (Stage-1)

SI No.	Scoring details	Mark obtained
1.	The organization involved in the designated Block	10 Mark
2.	The organization having at least 2 years experience in Agriculture (within the district)	1-2 years – 10 Mark ≥2 years - 20 Mark Total mark - 20 Mark
3.	The organization having technical staff Bsc. / Bsc (Ag.) Qualification.	Bsc. -10 Mark Bsc. (Ag.) -20 Mark Total mark - 20 Mark
		Total – 50 Mark

Out of 50 marks the organization scoring at least 30 marks shall be eligible for Stage-2 evaluation(Relevant documents should be attached).

Stage - 2 : The Presentations (Maximum mark is 30 marks) by shortlisted organizations before “District Level & monitoring Committee under chairmanship of Chief District Agriculture Officer or appointed representative”. will be followed by the field visit marks as per the details given below:-

SI No.	Scoring details	Marks
1.	Past experienced of the bidder (Organization background / Joining & current achievement for ongoing project details preferably with the Agriculture department.	10 Marks
2.	Understanding the support of the project	10 Marks
3.	Road map/ action plan of the project in the designated block	10 Marks
Total		30 Marks

Stage-3 Field visit (Maximum mark is 20 marks) by members of selection committee will be conducted for final evaluation.

The organization having highest score out of 100 marks shall be selected as the FLFA.

One Organization per Block will be selected as Field Level Facilitation Agency (FLFA) by the DLMC committee through presentation and field visit. Selected FLFA will be approved by the Collector & District Magistrate. Organization selected as Facilitating Agency will submit all relevant documents for verification.

After completion of selection of FLFA, MoU will be signed between CDAO, and selected FLFA.

Annexure-A

Expression of interest for engagement of Field Level facilitating Agency at Block 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-YesNo
- b. If yes-
 - Under Society ActUnder Trust Act
 - Under Company Act (Section 25)
 - If Anyother, 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. WhetherOrganization is registered under FCRA-YesNo
- g. Whether it is registered under income tax-YesNo

3. Management/Administration:

- a. Briefly mention administrative setup below chief executive(Flow Chart)
- b. Are roles and responsibilities of staff clearly defined-YesNo
- c. Are staffs issued with letters of appointment/Contract- YesNo

4. Financial Management:

- a. Whether accounts are audited by external auditor-YesNo
- b. Do you have system of internal control? YesNo
- c. If yes, specify
- d. What financial statements are prepared at Organization:
 Balance SheetReceipt/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)
2023-24				
2024-25				
2025-26				

*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
2023-24		
2024-25		
2025-26		

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. Please share your Organization experience on Agriculture & allied activities in the Block for last 3 years

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

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

Signature & Seal of the Competent Authority