

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER,
NABARANGPUR

Letter No. 461 //2026

Date 05/02/2026.

To

The DeG Manager, Collectorate
Nabarangpur

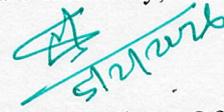
Sub:- Upload of Quotation Call Notice No. 460 dated 05/02/2026.

Sir,

I am to enclose herewith quotation call Notice No. 460 dated 05/02/2026 for engagement of Filed Level Facilitating Agency under the scheme CDP-MLIP-2025-26 which may be uploaded into Nabarangpur district NIC website for information of general public.

Encl:- As above

Yours faithfully,



Chief District Agriculture Officer
Nabarangpur

**OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER,
NABARANGPUR**

Letter No. 460 //2026,

Date 05/02/2026.

Expression of Interest (Eoi) for engagement of Field Level Facilitating Agency (FLFA) at Block level for implementation of Crop Diversification Programme in Mega lift Irrigation Projects, 2025-26.

Introduction:-

Department of Agriculture and Farmers Empowerment (DA&FE), Government of Odisha is implementing a flagship programme Crop Diversification Programme in Mega Lift Irrigation Projects in Nabarangpur districts during the FY 2025-26. Crop Diversification is one of the focus areas of the State. The main objective of the programme is to diversify upland and medium land paddy areas to non-paddy crops under the ayacut 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 02 no of blocks of the district. i.e Nandahandi, Nabarangpur with 01 nos of Field Level Facilitating Agency (FLFA) at Nandahandi- Nabarangpur block with the following objectives:

- ✓ Diversification from paddy to non-paddy crops with focus on pulses & Oilseeds and Horticultural crops in upland/medium land in Kharif.
- ✓ Improving soil health through promotion of crops with heavy biomass and less chemical input requirement.
- ✓ Integration with livestock and fisheries.
- ✓ Cluster based promotion of post-harvest, primary processing, value addition marketing through CBOs like FPOS/WSHGS/PPs and agri-entrepreneur for higher income.
- ✓ To create awareness, capacity building and community mobilization of farmers on sustainability of cropping pattern and diet diversification.
- ✓ Inclusion of produce of non-paddy crops in different Government schemes such as ICDS, MDM, PDS and ST SC Welfare hostels.

Roles and Responsibilities of Field Level Facilitating Agency (FLFA)

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. Facilitating Agencies (FAs) shall have the following roles and responsibilities for smooth implementation of the programme:

- ✓ FA will facilitate identified CBOs at Cluster level and would support CBOs in preparation and submission of yearly plans, relevant reports, estimates, book keeping, technical support, capacity building etc.
- ✓ FA will regularly monitor the work of CBOs. He will be responsible for delivery of outputs of CBOs.

- ✓ FA will be responsible for submission of all the reports and documents related to CBOs (Estimates, Utilization certificates etc.) as requested by CDAO/DPMU from time to time.
- ✓ FA will enter into agreement/ MOU/ MoA with the CDAO at the district level.
- ✓ FA will create the awareness; organize Capacity Building & training for the farmers on Crop Diversification under the supervision of the concerned authorities & field staffs.
- ✓ FA will facilitate the field staff in beneficiary selection under his cluster. Block level officials of line departments shall support and monitor the FAs in the implementation.
- ✓ The FA will perform any other work as assigned by the higher authority and as per the operational guideline of CDP MLIP program.

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.
- The members of FA must be literate, can read and write Odia and have a basic understanding of mathematical calculations.
- The FA should not be a defaulter of any bank loan.
- The FA should arrange infrastructure such as land, building, electricity, water supply and working capital.
- The FA must be willing to agree to the terms led down and signed in the agreement.

The Mandatory criteria to be selected as FA 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 a minimum of 3 years of work experience in the proposed blocks on Rain fed Agriculture production systems. Such experience may include crop Diversification, soil and water conservation, climate resilient cropping system, Horticulture, agro-forestry, live stock husbandry, capacity building of Community based organizations /farmer producers' organizations, promotion of value addition, processing and marketing of Agri and allied commodities.
5. The FA should have the experience in Capacity Building/Training and implementation of agriculture-based livelihood programme.
6. Should have last 3 years' audited Balance Sheet and Financial Reports submitted to

the concerned regulatory authorities.

7. The chief functionary of the institution should not be a formal member of any Political party and furnish an undertaking to this effect.
8. 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.
9. Must have worked with any of the government program related to agriculture, RM, water management, farmer's organization in a substantial way.
10. One Organization/ agency is eligible for applying for one block only.

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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.

Process of Selection:

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

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

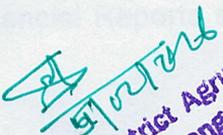
Stage 3: One Organization per block will be selected as Field Level Facilitation Agency (FLFA) by the committee through presentation and field visit. Selected FA will be approved by the Collector & District Magistrate.

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

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

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, NABARANGPUR DISTRICT** On or Before 17.02.2026, Applications will be opened on 18.02.2026, at 11.00 AM at CDAO's Conference Hall, Nabarangpur, As per the enclosed application format by registered /speed post to the below mentioned address.

To,
The Chief District Agriculture Officer, Nabarangpur.
Near Nabarangpur College, Miriganguda, Nabarangpur,
Odisha, Pin: - 764059


5/2/2026
Chief District Agri Officer
Nabarangpur

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-
 - iv. Landline-
 - v. Mobile-
 - vi. E-Mail-
 - vii. 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 operation(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 administration set up below chief executive(Flow Chart)
- b. Are roles and responsibility of staff clearly defined-Yes No
- c. Are staffs used 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 field (Yes/ No)
2022-23				
2023-24				
2024-25				

*Attach copies of receipt and payment, income and expenditure and balance sheet for these three years

**Please attach last three assessment years income tax return receipt. (Please attach xerox copies of PIN and TIN certificate).

***Please attach last GST details (Copy of GST certificate to be enclosed)

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)

- Total numbers of staff-
- No of technical/ Professional staff (M/F) Please specify –

Details of Technical /Professional staff

Name	Position	Engaged Since (Year)	Qualification

6. Work Experience

- Was the organization blacklisted any time? If yes provide the details
- Experience in working with Community Based Organization (CBOs) in proposed block

i. Has the organization promoted any CBO in the past? Yes No

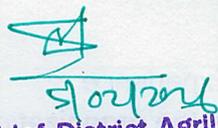
ii. If yes specify below

GP Name	Block	Type of CBO/FPO	Nos	Year of Engagement with CBO	Activity/Business carried out	Coverage (No of HHs)	Annual Business Turnover of CBO/FPO In Rs Lakh

c. Has the organization promoted any CBO in the past? Yes No

d. Please share your organization experience on Agriculture & allied activities in the Block for last 5 Years.

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


Chief District Agril Officer
Nabarangpur