

114

ORGANIC FARMING AUTHORITY OF JHARKHAND

Krishi Bhawan Campus, Kanke Road, Ranchi -834008 Ph:- 0651-2902201 Fax 0651-2230793 Email id:- organicjharkhand2012@gmail.com

EXPRESSION OF INTEREST

EOI NO:-

Date :- 00/00/2018

Sealed competitive super scribed EOI's are invited from competent service providers for implementation of Paramparagat Krishi Vikas Yojna (PKVY) under National Mission for sustainable Agriculture (NMSA) for agricultural / horticultural crops in selected 5 districts (Ranchi, Ramgadh, Hazaribagh, Saraikela & Deoghar) covering 150 clusters in Jharkhand State.

| | |
|--|----------------------------|
| Last date & sale of EOI forms | : 00/00/2018 up to 5.00 PM |
| Date & time of pre-bid meeting | : 00/00/2018 at 4.00 PM |
| Last date & time of submission of EOI- | : 00/00/2018 up to 2:00 PM |
| Date & time of opening of technical proposal | : 00/00/2018 at 4.00 PM |

The agency shall deposit an Earnest money of Rs. 5.00 lacs in form of Demand Draft in favour of Chief Executive officer, "Organic farming Authority of Jharkhand" payable at Ranchi at the time of submission of EOI and a Bank guarantee of 05% of the amount involved while entering in to MOU with OFAJ.

The Application forms, Terms of Reference & Norms of PKVY can be obtained from the Organic Farming Authority of Jharkhand, Krishi Bhawan Campus, Kanke Road-834008 on all working days(Monday to Friday) 11:00 hrs to 17:00 hrs by payment of Demand Draft of Rs.10,000 (Non refundable) in favour of Chief Executive Officer, "Organic farming Authority of Jharkhand" payable at Ranchi. It may also be downloaded from the website www.organicjharkhand.in / www.nhmjharkhand.org . In case of downloaded form DD of Rs. 10,000 has to be attached with the form.

Envelope of application for EOI should duly subscribed "Expression of Interest for implementation of Paramparagat Krishi Vikas Yojna (PKVY) scheme in Jharkhand". EOI should be addressed to Chief Executive Officer, Organic Farming Authority Of Jharkhand, 3rd floor- Krishi Bhawan, Kanke Road, Ranchi-834008.

Chief Executive Officer

Objective :

Organic agriculture is production of agriculture products free from chemicals and pesticides residues by adopting eco-friendly low cost technologies, "Paramparagat Krishi Vikas Yojna(PKVY)" is an elaborated component of Soil Health Management (SHM) of National Mission for Sustainable Agriculture (NMSA). Under PKVY, Organic Farming is promoted through adoption of organic village by cluster approach and PGS certification.

The purpose of this initiative is to engage the organizations or agencies registered with NCOF for successful implementation of PKVY Scheme by extending their expert help collectivize organic farmers, mobilizing farmers for organic cultivation, their group formation registration etc., imparting them with organic crop production trainings in close association with the agriculture department, building their capacities, helping them for preparing different types of reports, online registration of farmers, organic cluster formation, training and capacity building for farmers, technology introduction, support to farmers in induction of technological adoption, creating different types of reports for getting organic certification from PGS India for organic producers at various levels across several areas, to foster technology penetration, improve productivity, enable improved access to inputs and services and increase farmer incomes and thereby strengthening their sustainable agriculture based livelihoods by converting their farms and fields for organic cultivation, The second part of the intervention involves linking producer groups directly to market aggregators to enable integration of the agriculture value chain and bring agriculture produce through capable market aggregators directly to consumers.

Procedure for Implementation of Project:

Organic Farming under Paramparagat Krishi Vikas Yojna (PKVY) will be implemented based on the principle of Cluster Approach and Certification of Participatory Guarantee system of India (PGS). It will be implemented and valid for three years period after allocation of work. Government of India has approved Annual Action Plan for the implementation of PKVY scheme for Jharkhand state. Based on this approval, Agency is to be selected for the implementation of the project

Scope and Expected Outcome

- Promotion of commercial organic production through certified organic farming.
- The produce will be pesticide residue free and will contribute to improve the health of consumer
- It will raise farmer's income and create potential market for traders
- It will motivate the farmers for natural resource mobilization for input production

Note:- Funding pattern should be mobilized as per the PKVY Guideline approved by Ministry of Agriculture, Govt of India

Minimum Eligibility Criteria :-

- i. The Agency / Firm / Organization should be minimum five years old as on 01-01-2018. (Enclose registration certificate)
- ii. Agency having minimum 5 years experience in organic field under NPOP / PGS (Participatory Guarantee Systems) programme. (Enclose scope certificates)
- iii. The agency having minimum 1 year experience in marketing of certified produce (NPOP/PGS) or the Producer / farmer /grower's group has marketed the certified produces under their certification services (Enclose Transaction Certificates)
- iv. The agency should have a local office in Jharkhand otherwise they will have to open an office in Jharkhand after getting the work order.
- v. The agency should be registered for GST (Copy of certificate enclosed)
- vi. Agency / firm must have the PAN No. (Copy enclosed)
- vii. Average annual turnover of last three financial year's (2014-15, 2015-16, 2016-17) should be not less than 25 Lacs.
- viii. Audited balance sheet along with IT return should be submitted for the last three financial years (2014-15, 2015-16 & 2016-17).
- ix. The agency should have got work order for PGS/NPOP certification programme from at least two states.
- x. Agency should never been blacklisted / de-accredited earlier by any state or union government and non-affiliation with any political / religion / govt endowment. (Affidavit on Rs 100 non judicial stamp must be enclosed)
- xi. The Agency will have to submit EMD of Rs 5.0 Lacs in form of Demand Draft in the favour of Chief Executive Officer, Organic Farming Authority of Jharkhand, Ranchi.
- xii. The Government organization should enclose copy of appointing authority of CEO as well as secretary or Head of the organization to prove that it is Govt. Agency. In absence of above, the project will not be accepted.

xiii. Desirable Criteria :-

- a. Experience in inspection & certification of organic projects at International level. (Attach Proof with supporting documents).
- b. Experience in Paramparagat Krishi Vikas Yojna (PKVY) programme under any state or union govt. (Attach proof with supporting documents).

Terms and Conditions:

1. The agency should have competent and technically qualified staff with experience in organic implementation or certification process. Staff should be familiar with local language.
2. The office should be equipped with computer, printer & internet facility.
3. At least one member is well versed with data handling & uploading in computer on internet.
4. The bids will be scrutinized by a committee, who will have the right to short list the agencies based on the requirement. The selected agency may be invited for making a power point presentation before the team of experts.
5. The successful agency shall, within 14 days of having been called by notice, execute a formal agreement on stamp paper worth Rs. 500/- and the cost shall be borne by the successful bidder
6. The scheme will be implemented in selected 5 districts (Ranchi, Ramgadh, Hazaribagh, Saraikela, & Deoghar) covering 150 clusters of Jharkhand State.
7. After empanelment the issuance of work order will be decided by the Chief Executive Officer, Organic Farming Authority of Jharkhand and shall be final in all respects
8. As the process of certification of Organic products takes conversion period of 24 months, thus it is quite possible that many of farmers/group of farmers may quit organic farming after the conversion period. Hence it is necessary that "Agency" will provide all necessary assistance to farmers/group of farmers (for Grading, Packing, Labeling, Branding, Value addition & Marketing of certified organic produce/product) even after the lapse of conversion period, and such assistance will be for minimum one year after the conversion.
9. All the related technology (i.e. Organic production, Certification, Value addition, marketing of organic product etc.) should be efficiently transferred to the organic farmers/ group of farmers by the Agency before handing over period.
10. If the agency fails to meet the objectives, conditions, quality parameters of PKVY Norms the agreement will be void. The agency will be black listed and payment cut or penalty will be imposed.
11. Programmes must be implemented for adoption of organic farming & getting organic certification under PGS system and facilitating in marketing / market linkage of organic produce of all /selected crops.
12. The agency shall submit a bank guarantee of 5% of the amount involved while entering into MoU with OFAJ.
13. Agency who has experience in organic farming in Jharkhand.
14. Chief Executive Officer, Organic Farming Authority of Jharkhand reserve the right to accept or reject any or all application without giving any explanation. Further, the undersigned also reserves the right to accept/ reject/ modify any or all proposals without assigning any reason thereof.
15. In case of any dispute the decision of Chief Executive Officer, Organic Farming Authority of Jharkhand will be final and the jurisdiction shall be Ranchi only.



Role and responsibility of empanelled agency / Regional Council

- i. Training and support to existing and new local groups in procedures and paperwork necessary for each farmer's organic guarantee.
- ii. Translate and print PGS paper work in local language
- iii. Register local groups and issue user ID and password for data uploading on PGS India website.
- iv. Facilitate local groups in data uploading on PGS website
- v. Confirms that the local group summary worksheet listing that all the farms that are to be certified organic is and was conscientiously maintained by the group.
- vi. Cannot pick or choose individual farmers to certify, only approve/confirms the collective decision of the Local Group as a whole and organic integrity of the system adopted by the local group.
(Ideally once a local group summary sheet with collective decision of the group signed by at least three lead members is endorsed by the RC, the RC activates the UID. On UID activation the group can directly print the certificates of all its members, but in case if the group does not have access to computer and internet then the same will be facilitated by RC)
- vii. Activate and/or issue certification UID number to each approved Local Group (received from the instant UID Pool maintained on PGS Website).
- viii. Print and distribute annual Organic Certificates for individual farmer
- ix. Participate in sampling of Local Group farm appraisals
- x. Participate in online system to provide summary worksheet information to interested parties and helps to connect interested parties with the Local Groups for access to individual farmers' Organic Guarantee
- xi. To facilitate Mutual Recognition and Support for the various groups (and individual farmers) on a national level by allowing Regional Councils to audit the Organic Guarantee of certified farms in other Regional Councils.
- xii. To quickly build trust and credibility in the system as a whole ensure access to members of the public and media.
- xiii. Submission of annual reports on PGS activity in a prescribed format to NCOF
- xiv. Organize sufficient training to farmers on organic farming activity , assist in annual action plan preparation, packing, marketing, logo preparation, transportation etc.,
- xv. Residual analysis and Soil testing of samples through NABL labs
- xvi. Assist farmers/LGs to upload data relating to PGS activity in PGS web-portal

Guideline for submitting the proposals:

A. General guideline

The interested agency are required to submit the proposal as per the guidelines and formats detailed out in the following paras:-

1. Submission of proposal: the original technical proposals and earnest money to be deposited in form of Demand draft should be placed in a sealed envelope clearly marked "Technical proposal". This outer envelope shall bear the submission address, reference number and title of the assignment and be clearly marked "Do not open, except in presence of Official Appointed".
2. The Agency shall be required to accomplish entire activities as per the time bound completion schedule.
3. Tender documents must be spirally binded & each page & forms of the technical proposal must be numbered & signed by the authorized to signatory of the organization

B. Evaluation of technical bid / Proposal

All the technical bids / proposals will be evaluated by giving the marks in the following way. The agency who will obtain a minimum 60 marks will be recommended for the selection and empanelment of the agencies working as a service provider / regional council for implementation of PKVY through PGS.

C. Technical Proposal

- a) Letter of Transmittal (Form T-1)
- b) Details of Organization (Form T-2)
- c) Details of qualified staff (Form T-3)
- d) Details of structure and composition of Team (Form T-4)
- e) Description of approach, methodology to be adapted (Form T-5)
- f) Details of total Working Area under organic farming (Form T-6)

List of documents to be submitted

- Firm/ Organization registration certificate
- NCOF (PGS- India Secretariat) registration certificate
- PAN
- Application Fee & EMD
- GST Registration certificate
- Affidavit from notary regarding agency has not been Blacklisted / Terminated
- Work Experience of organic farming for NPOP / PGS (Scope certificates enclosed)
- Experience in marketing of certified produce under their services (T.C's enclosed)
- Audited Balance sheet & IT-Return of last three years
- Local office address / Declaration
- Detail Project Report how the present job will be accomplished
- Any other relevant documents, please specify

| SI No. | Standard | Item wise Maximum marks | Marks obtained |
|--------|---|-------------------------|----------------|
| 1. | Work experience in organic field (NPOP/PGS) i. 5 yrs experience ii. 6 – 10 yrs experience iii. > 10 yrs experience | 10 15 20 | |
| 2. | Total Registered / working area under NPOP/PGS (In Ha) i. 1,000 – 10,000 ha ii. 10,001 – 1,00,000 ha iii. > 1,00,000 ha | 10 12 15 | |
| 3. | Work Experience in marketing / Producers or growers group has marketed the certified produces under their certification services i. 1 – 2 Yrs ii. 3 – 5 Yrs iii. > 5 Yrs | 10 12 15 | |
| 4. | Average annual turnover of last three financial years (2014-15, 2015-16, 2016-17) i. 0.25 Cr – 1 Cr ii. >1 Cr – 5 Cr iii. More than 5 Crores | 10 15 20 | |
| 5. | Total work order for organic certification programme in government project (NPOP/PGS) i. 2 work order ii. 3 – 5 work order iii. > 05 work order | 05 07 10 | |
| 6. | Experience in organic certification at international level | 10 | |
| 7. | Work experience in Jharkhand (PGS/NPOP) i. 1 – 2 Yrs | 05 | |
| 8. | Work experience of PKVY scheme under OFAJ | 05 | |
| | | Total | |

D. Empanelment procedure of Agency / Firm

- i. The technical bid will be scrutinized by the evaluation committee and those firm/agency that will fulfill the minimum eligibility criteria will be evaluated on the basis of scoring criteria.

- ii. The agency will also have to submit a proposal in hard copy for working as a regional council in Jharkhand. The agency will indicate the preference for area of operation in the project proposal.

E. Important dates for submission & opening of proposals

- i. Last date for submission of proposal to The Chief Executive Officer, Organic Farming Authority of Jharkhand, Krishi Bhawan Campus, Kanke Road, Ranchi - 834008 on 00/00/2018 up to 2.00 PM
- ii. Date of Pre-bid meeting :- 00/00/2018 at 4.00 PM
- iii. Date of opening of Proposal :- 00/00/2018 at 4.00 PM

F. Venue for proposal meeting

Pre bid meeting & opening of technical proposal will be held in the office of the Chief Executive officer, Organic Farming Authority of Jharkhand, Krishi Bhawan Campus, Kanke road, Ranchi- 834008

Chief Executive Officer



110

Form No. T-1

Letter of Transmittal

To
The Chief Executive Officer
Organic Farming Authority of Jharkhand
Krishi Bhawan Campus
Kanke Road, Ranchi-834008

Dear Sir,

We, the undersigned, offer to provide our expertise as support organization for ensuring success of the Project of Organic Farming under Paramparagat Krishi Vikas Yojna (PKVY) for three years. In accordance with your request for proposals dated, we hereby submitting our proposals, sealed in envelopes.

We hereby declare that all the information and statement made in this proposals are true and accept that any misinterpretation contained in it may lead to our disqualification. We confirm that this proposal will remain binding upon us and may be accepted by you at any time before the expiry date and time.

We agree to bear all costs incurred by us in connection with the preparation and submission of the proposal and to bear any further pre-contract cost.

We understand that the Organic Farming Authority of Jharkhand is not bound to accept any proposal or to give any reason for award, or for the rejection of any.

Seal

Yours Faithfully

(Signature/name of authorized signatory/
/stamp of firm)



APPLICATION FORM

Technical Bid for selection and empanelment of Agency/Agencies for implementation of Praramparagat Krishi Vikas Yojna (PKVY) through PGS under NMSA

| SI No. | Particulars | Write details and attach the proof/supporting documents required | Page number of document |
|---------------|--|---|--------------------------------|
| 1. | Name of Agency/Organization | | |
| 2. | Address of the Agency/Organization | | |
| 3. | Head office Address Phone No. Email ID Mobile No.of Head office I/c | | |
| 4 | Branch office(Address) Address Phone No. Email ID Mobile No.of Branch office I/c | | |
| 5 | Registration Number under Company / Firm / Society etc | | |
| 6 | Authorization letter/Power of Attorney (if applicable) | | |
| 7 | Registration / Authorization letter Working as Regional Council under National Centre of Organic Farming | | |
| 8 | PAN No. of the agency (certificate attached) | | |
| 9 | GST registration No. (certificate attached) | | |
| 10 | 05 or more than 05 years work Experience in organic field under NPOP / PGS programme (enclose certificate) | | |
| 11 | 01 or more than 01 year Work experience in marketing of certified produce or producer/Grower's group has marketed the certified produces (NPOP/PGS) under their certification services (enclose T.C's) | | |
| 12 | Average Annual turnover of last 03 years of Agency (Audited balance sheet | | |

| | | | |
|-----------|---|---|--|
| | attached) | | |
| 13 | Affidavit about black listing, de-accredited / terminated and nonaffiliation with any political/religion/Govt. endowment. | Affidavit should be made on Rs 100 non judicial stamp paper | |
| 14 | Earnest Money (EMD) of Rs.5,00,000/- with DD No. and date or exemption certificate. | | |
| 15 | Latest 03 years of Income tax return(copy attached) | | |
| 16 | Experience in Government project (NPOP/PGS) | | |
| 17 | Hard copy of project report for working as a regional council | | |

We understand that if the details given in proposal submitted herewith by us and the support of claims made above if found to be untrue/untenable or unverifiable or both, proposal may be rejected without any reference to us and the concern authority of OFAJ has right to take necessary legal action against the above subject.

Signature of the bidder/authorized person
(With official seal)

Date :-

Place:-

Details of Competent and technically qualified staff of the agency

| SI No. | Name of staff | Qualification | Area of key expertise | Length of association with the agency | Relevant Experience |
|--------|---------------|---------------|-----------------------|---------------------------------------|---------------------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |
| 6. | | | | | |
| 7. | | | | | |

Seal

Yours faithfully

Signature / Name of Authorized Signatory



108

Form No. T-4

Structure of Project Team

| S.No | Position/Team Member | Nos. | Educational Qualification | Area of Key Responsibility | Relevant Experience | No. of Activities /program Mess to be covered |
|------|-----------------------|------|---------------------------|----------------------------|---------------------|---|
| 1 | State Level | | | | | |
| 2 | District Level | | | | | |
| 3 | Village/Cluster Level | | | | | |

Note – Agency also must clearly bring out the number of teams it plans to deploy for the implementation of “organic farming” project in view the scope of work, coverage and guideline for submitting the proposals, structure of each team should be indicated as per format above.

Seal

Yours Faithfully

(Signature/name of authorized signatory/

/stamp of firm)

Description of Approach & work plan for performing in "organic farming" Project

A. Technical Approach:

The agency should explain the understanding the assignments, approach to the service, methodology for carrying out the activities of organic farming and expected output of certified organic produce etc.

B. Work Plan:

The agency should propose the main activities of the assignments, their contents. The proposed work plan should be consistent with the technical approach showing understanding of the ToR & ability to workout them into a feasible working plan.

Seal

Yours Faithfully

(Signature/name of authorized signatory/
/stamp of firm)



107

Form No. T-6

Details of total Registered/working area under Organic Farming

| SI.No. | State | Area under NPOP (In Ha) | Area under PGS (In Ha) | Total Area (In Ha) |
|--------|-------|-------------------------|------------------------|--------------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

Note:- Details of total working / registered area is as per the latest data from Tracenet system or Web portal of APEDA / NCOF

Seal

Yours Faithfully

(Signature/name of authorized signatory/
/stamp of firm)



List of all supporting documents should be enclosed in following order:-

| SI No. | Particulars | Page no. |
|---------------|---|-----------------|
| 1. | Letter of Transmittal (Form T-1) | |
| 2. | Application (Form T- 2) | |
| 3. | Application Fee & EMD | |
| 4. | Form No T-3 | |
| 5. | Form No T-4 | |
| 6. | Form No T-5 | |
| 7. | Form No T-6 | |
| 8. | Company Registration | |
| 9. | Regional Council Accreditation Certificate | |
| 10. | PAN | |
| 11. | GST Registration | |
| 12. | Affidavit | |
| 13. | Experience in organic certification | |
| 14. | Experience in marketing of organic produce under their services | |
| 15. | Government work order | |
| 16. | Audited balance sheet | |
| 17. | ITR | |
| 18. | Detail project report | |
| 19. | Local office / declaration | |
| | Preferred Credential in the subject area | |
| 20. | Certification Experience @ International level | |
| 21. | Experience in government project under PKVY scheme | |
| 22. | PGS/NPOP certification in jharkhand | |
| 23. | Other relevant documents if any, please specify | |