

**GOVERNMENT OF JAMMU AND KASHMIR
DIRECTORATE OF AGRICULTURE JAMMU**

Instructions regarding filing Expression of Interest for promoting Farmer Producer Organizations (FPOs) in respect of Jammu Division.

Introduction

Department of Agriculture, Jammu is implementing various Centrally Sponsored Scheme of XII Plan under which the empanelment of Resource Institutions is required for mobilizing farmers into Farmer Producer Organizations (FPOs)/Farmer Producer Company (FPC) by federating the Self Help Groups (SHGs), SHG Federations, Cooperatives, and Non Government Organizations etc. for different products like Vegetables, Rice, Wheat, Maize, Pulses etc in Jammu Division.

Detailed Policy & Process Guidelines for promotion of Farmer Producer Organizations (FPOs) have been issued by Department of Agriculture & Cooperation (DAC), Ministry of Agriculture, Govt. of India, New Delhi (2013) which is available at our website <http://www.diragri.jmu.nic.in/>. These should be carefully studied before seeking empanelment under this project, especially with relation to schedule of activities, approved budget and outcomes.

Department of Agriculture, Jammu seeks to empanel qualified Resource Institution for utilization of the resources for promotion of FPOs .This empanelment will be valid for a period of five years which may be extended depending upon the satisfactory work performance.

Project Description

The purpose of the project is to collectivize farmers, especially small farmer producers, of Jammu Division to foster technology penetration, improve productivity, enable improved access to inputs and service and increase farmer incomes, thereby strengthening their sustainable agriculture based livelihoods. The second part of the intervention involves linking producer groups directly to market opportunities to enable integration in the agriculture value-chain and create direct producer-consumer supply chains. The detailed role of the resource institution is laid down in the process Guidelines referred to above.

Eligibility Criteria

The following are eligible to apply for empanelment as Resource Institutions:

1. Any public or private sector institution.
2. Any institution registered as a trust, society, and cooperative. SHG, SHG Federation, NGO etc.

Provided that:

1. The institution has completed at last 3 years of functioning (financial years) as on 1st April 2014.
2. There are audited financial reports of at last 3years.
3. The institution has experience of promoting member based grassroots agri producer groups.
4. The institution should have substantial Knowledge and experience of agriculture related livelihood issues, including technology, marketing, training etc. and has the necessary human resources to support these activities.
5. The institution is not black-listed by any Central or State agency.
6. It is in compliance of all necessary laws and statute on the date of application.

Documentation required (self-certified copies only):

1. Documents evidencing legal existence of the entity
2. Full details of share holders/members/trustees along with documentary evidence.

3. Full detail of governing council members/ Board of Directors/ Management team looking after day-to-day affairs of the entity (s) along with documentary evidence.
4. Details of registration with tax/other authorities for the purpose of exemptions, if any.
5. Address of the registered office / corporate / branch offices along with documentary evidence like copy of the registration certificate of the company, lease deeds, property papers etc.
6. Audited Financial Statements for the last 3 years
7. Details of legal compliances and an undertaking by the Chief Authority confirming compliance.
8. Minutes of the last 3 years Annual Board Meetings
9. Detail of all financial assistance availed
10. A consortium agreement, if applicable. (if not applicable, write N/A on the letter duly certified)
11. Undertaking mentioning that the organization / institutions/ company has not been black-listed by any of the State Government / Central Government.
12. Copies of work orders for FPO promotion (past experience), if any
13. Any other document which will help to take a decision on empanelment.

Miscellaneous

1. Resource Institutions already empanelled with SFAC need not to apply afresh for empanelment with this Directorate.
2. Empanelment is not a guarantee of receiving work.
3. Director of Agriculture, Jammu will invite the applicants meeting minimum eligibility criteria to make presentations at Krishi Bhawan, Jammu before a Technical Committee. No costs will be reimbursed to applicants for this Presentation.
4. The final decision regarding empanelment of resource institutions will rest with Director of Agriculture Jammu.
5. The applying Resource Institutions shall have to deposit refundable Earnest Money of Rs. 10000.00 (Rupees Ten thousand only) in the form of a demand draft payable to “Director of Agriculture”, Jammu along with application form in prescribed format attached herewith and available from this Directorate as well as Department website.

Submission of Expression of Interest

The expression of Interest complete in all respect should be submitted in hard copy only in sealed envelope superscribed as “EOI for empanelment of RI for formation of FPOs” by or before 20-01-2015 during office hours at following address:

Director of Agriculture, J&K Govt.,
Krishi Bhavan, Gole Pulli, Talab Tillo,
Jammu - 180002
Ph:No: 01912552145

EOI Application Format

To

The Director of Agriculture,
J&K Govt., Krishi Bhavan,
Gole Pulli, Talab Tillo,
Jammu - 180002

Sub: Expression of Interest for Empanelment of Resource Institutions for Mobilizing Farmers into Farmer Producer Organizations (FPOs) and Farmer Producer Company (FPC) in Jammu Division.

Sir,

The undersigned having read and examined in detail all the EOI documents pertaining to the Empanelment of Resource Institutions for Mobilizing Farmers into Farmer Producer Organizations (FPOs) for various agricultural commodities, do hereby express the interest to do the work in Jammu Division as specified in the Policy & Process Guidelines for Promotion of Farmer Producer Organizations (FPOs) issued by Department of Agriculture & Cooperation (DAC), Ministry of Agriculture, Govt. of India, New Delhi (2013).

Correspondance Detail:

S.No	Particular	
1	Name of the company/Organization/institution	
2	Address	
3	Telephone & Fax number	
4	E-mail Address	
5	Name and designation of the person authorized to make commitments to Director of Agriculture Jammu	
6	Year of Establishment	
7	Constitution of organization	
8	Legal Status of organization	
9	List of similar assignment handled in last three years (supporting document)	

Whether following documents have been enclosed with the application (Yes/No):

S.No	Document	Information
1	Documents evidencing legal existence of the entity	
2	Full details of share holders/members/trustees along with documentary evidence.	
3	Full detail of governing council members/ Board of Directors/ Management team looking after day-to-day affairs of the entity (s) along with documentary evidence.	
4	Details of registration with tax/other authorities for the purpose of exemptions, if any	
5	Address of the registered office / corporate / branch offices along with documentary evidence like copy of the registration certificate of the company, lease deeds, property papers etc.	
6	Audited Financial Statements for the last 3 years	
7	Details of legal compliances and an undertaking by the Chief Authority confirming compliance.	
8	Minutes of the last 3 years Annual Board Meetings.	
9	Detail of all financial assistance availed.	
10	A consortium agreement, if applicable. (if not applicable, write N/A on the letter duly certified)	
11	Undertaking mentioning that the Organization / institutions/ company has not been black-listed by any of the State Government / Central Government.	
12	Copies of work orders for FPO promotion (past experience), if any	
13	Any other document which will help to take a decision on empanelment	

I/we hereby declare that my/our EOI is made in good faith and the informations contained are true and correct to the best of my/our knowledge and belief.

Thanking you,

Yours faithfully,

(Signature of the Applicant)

Name:

Designation:

Seal:

Date:

Place:

