

**GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF AGRICULTURE AND FARMERS WELFARE  
OFFICE OF THE ADDITIONAL DIRECTOR OF AGRICULTURE (T&V)  
THATTANCHAVADY.**

**CALLING EXPRESSION OF INTEREST FOR IMPLEMENTATION OF PARAMPARAGAT  
KRISHI VIKAS YOJNA (PKVY) UNDER NATIONAL MISSION FOR SUSTAINABLE  
AGRICULTURE (NMSA) FOR AGRICULTURAL CROPS IN PUDUCHERRY & KARAIKAL  
REGIONS IN THE UNION TERRITORY OF PUDUCHERRY**

File No. 7/ADA(T&V)/PKVY/2019.

Dt: 30/10/2019.

On behalf of the President of India, sealed competitive superscribed EOI's are invited from interested eligible Organic farming Supportive Agencies registered with National Center for Organic Farming (NCOF) for implementation of Paramparagat Krishi Vikas Yojna (PKVY) under National Mission for sustainable Agriculture (NMSA) for agricultural crops in Puducherry & Karaikal regions in the Union Territory of Puducherry.

1. The Application forms, Terms of Reference & Norms of PKVY can be obtained from the Office of the Additional Director of Agriculture (Training & Visit), Thattanchavady, Puducherry, on all working days (Monday to Friday) 11:00 hrs to 17:00 hrs by payment of Demand Draft of Rs.1000 (Non refundable) in favour of "Additional Director of Agriculture (T&V)" payable at Puducherry. It may also be downloaded from the website <https://agri.py.gov.in>. In case of downloaded form DD of Rs. 1000 has to be attached with the EOI. The selected agency shall deposit 10% of the contract value in the form of Demand Draft as Bank Guarantee.
2. Interested agencies/ Institutions may visit Department of Agriculture and Farmers Welfare website (<https://agri.py.gov.in>) for further details of tender document.

Bid submission start date : 06.11.2019 09.00 A.M.  
Last date for submission of EOI : 22.11.2019 01.00 P.M.  
Date and Time of opening of EOI : 22.11.2019 04.00 P.M.  
(If any of the days happen to be holiday, the next working day will be the date on the timeline)



**(S. VASANTHAKUMAR)  
Addl. Director of Agriculture (T&V)-  
cum-Nodal Officer, PKVY**

# **EOI Document**

**FOR**

**Implementation of Paramparagat Krishi Vikas  
Yojna (PKVY), Under National Mission for  
Sustainable Agriculture (NMSA) in the Union  
Territory of Puducherry**

**Issued by**

**Office of Additional Director of Agriculture (T & V)**

**Thattanchavady, Puducherry**

**Phone:0413-2248565**

**GOVERNMENT OF PUDUCHERRY**  
**DEPARTMENT OF AGRICULTURE AND FARMERS WELFARE**  
**OFFICE OF THE ADDITIONAL DIRECTOR OF AGRICULTURE (T&V)**  
**THATTANCHAVADY.**

**CALLING EXPRESSION OF INTEREST FOR IMPLEMENTATION OF PARAMPARAGAT**  
**KRISHI VIKAS YOJNA (PKVY) UNDER NATIONAL MISSION FOR SUSTAINABLE**  
**AGRICULTURE (NMSA) FOR AGRICULTURAL CROPS IN PUDUCHERRY & KARAIKAL**  
**REGIONS IN THE UNION TERRITORY OF PUDUCHERRY**

File No. 7/ADA(T&V)/PKVY/2019.

Dt: 30/10/2019.

On behalf of the President of India, sealed competitive superscribed EOI's are invited from interested eligible Organic farming Supportive Agencies registered with National Center for Organic Farming (NCOF) for implementation of Paramparagat Krishi Vikas Yojna (PKVY) under National Mission for sustainable Agriculture (NMSA) for agricultural crops in Puducherry & Karaikal regions in the Union Territory of Puducherry.

3. The Application forms, Terms of Reference & Norms of PKVY can be obtained from the Office of the Additional Director of Agriculture (Training & Visit), Thattanchavady, Puducherry, on all working days (Monday to Friday) 11:00 hrs to 17:00 hrs by payment of Demand Draft of Rs.1000 (Non refundable) in favour of "Additional Director of Agriculture (T&V)" payable at Puducherry. It may also be downloaded from the website <https://agri.py.gov.in>. In case of downloaded form DD of Rs. 1000 has to be attached with the EOI. The selected agency shall deposit 10% of the contract value in the form of Demand Draft as Bank Guarantee.
4. Interested agencies/ Institutions may visit Department of Agriculture and Farmers Welfare website (<https://agri.py.gov.in>) for further details of tender document.

Bid submission start date : 06.11.2019 09.00 A.M.

Last date for submission of EOI : 22.11.2019 01.00 P.M.

Date and Time of opening of EOI : 22.11.2019 04.00 P.M.

(If any of the days happen to be holiday, the next working day will be the date on the timeline)



**(S. VASANTHAKUMAR)**  
**Addl. Director of Agriculture (T&V)-**  
**cum-Nodal Officer, PKVY**

## **Key Points of the EOI Document**

Document availability date	: 06.11.2019 09.00 A.M.
Pre-bid meeting date	: 14.11.2019 10.00 A.M.
Submission date	: 22.11.2019 01.00 P.M.
Bid opening date	: 22.11.2019 04.00 P.M.
EOI document fee	: Rs. 1000/- (Rupees thousand only)
Security Deposit	: 10% of project cost applicable at the time of project award.
Eligibility / Technical criteria	: Please refer the EOI document.
Bidding System	: Two stage system: 1. Technical bid 2. Financial bid
Evaluation	:  ❖ Based on the technical evaluation short listing will be done.  ❖ Short listed firms will host a presentation.  ❖ Successful firm shall be arrived based on lowest competitive rate quoted.

CALLING FOR EXPRESSION OF INTEREST (EOI'S) FROM AGENCIES/  
INSTITUTIONS/NGO/FPOS REGISTERED WITH NATIONAL CENTER FOR  
ORGANIC FARMING (NCOF) TOWARDS IMPLEMENTATION OF PARAMPARAGAT  
KRISHI VIKAS YOJANA(PKVY) UNDER NATIONAL MISSION FOR SUSTAINABLE  
AGRICULTURE(NMSA)IN THE UT OF PUDUCHERRY

## 1. Introduction

Agriculture is one of the most important occupations in Puducherry and about 45% of UT's total population depends directly or indirectly on farming. The main crop of this Union territory is Paddy. The four isolated territories of the Union Territory of Puducherry are scattered over different agro eco-climatic zones and hence have varying cropping patterns. While multiple cropping and a high cropping intensity is possible in Puducherry region due to favorable soil and climatic conditions, a homogenous cropping pattern with paddy being the predominant crop followed by rice fallow pulses prevails in Karaikal region. Mahe and Yanam regions are tiny territories together accounting for less than 6% of the net area sown. Cultivable land available is 15000 Ha and gross cropped area is 25623 Ha, all crops inclusive. Major crop is Paddy and cultivated extensively in three seasons in a year with the gross area of 16263Ha. The growing awareness of health issues and the increased concern of environmental issues have resulted in a higher percentage of puducherrians to focus on organic foods. The attractive price offered for organic products in turn had made the local farmers to adopt organic cultivation.

In order to increase the area under organic cultivation and to guide the farmers in organic certification, it is proposed to implement Paramparagat Krishi Vikas Yojana (PKVY) in Puducherry Union Territory with the Objective of sustainable and chemical residue free agricultural production by adopting eco-friendly low cost technologies. Accordingly, based on the projects submitted, the Ministry of Agriculture, Govt. of India had conveyed the approval towards the implementation of organic farming in 20 groups covering an area of 400 hectares in Puducherry region and 8 groups with a coverage area of 160 hectares in Karaikal region.

In this context, The office of the Additional Director of Agriculture (T&V), Department of Agriculture, Thattanchavady, Puducherry- 605 009, shall act as the Nodal Office and the Additional Director of Agriculture (T&V) as the Nodal Officer towards the implementation of the scheme in Puducherry U.T. Whereas, the Additional Director of Agriculture Karaikal shall act as the Scheme Guiding and monitoring Officer for Karaikal District.

With this prelude, “Expression of Interest” (EOI) is invited from two separate entity towards engaging 1) Support Agency and 2) Regional Council for implementation of Paramparagat Krishi Vikas Yojana(PKVY) Under National Mission For Sustainable Agriculture(NMSA) from eligible Agencies/Institutions/legal entities.

## **2. Scope of work:**

2.1 The Functions of the Support Agency includes implementation of groups/Cluster formation, capacity building including exposure visits, trainings, deployment of manpower in the form of Lead Resource Persons (LRPs), management of entire programme implementation including data management, handholding support to clusters, facilitating value addition and marketing of PGS certified produce.

2.2 Functions of the Regional Council include PGS Certification endorsement, physical verification and issue of certificates including sample collection for residue analysis and analysis done in NABL accredited laboratories.

2.3 The selected Support Agency and the Regional Council shall be expected to design and monitor related work as and when required without additional cost.

2.4 The selected Support Agency and the Regional Council are required to deploy required suitable manpower with more than 3 years of experience at Puducherry for implementation of the scheme Paramparagat Krishi Vikas Yojana (PKVY).

2.5 The selected Support Agency and Regional Council will establish necessary links with the farmers and the Department of Agriculture in implementing the scheme effectively.

2.6 The selected Support Agency/Regional Council shall form clusters/groups of farmers and responsible for capacity building including exposure visits and training of field functionaries.

2.7 The selected Support Agency/Regional Council will coordinate the day to day implementation of the brand, labeling, packaging and publicity strategy.

2.8 The selected Support Agency/Regional Council shall work for empowering farmers through Institutional development through clusters approach not only in farm practices management, input production, quality assurance but also in value addition and direct marketing through innovative means. Participatory Guarantee system under PGS-India programme will be the key approach for quality assurance.

2.9 The selected Support Agency/Regional Council shall promote natural resource based integrated and climate resilient sustainable farming system that ensure maintenance and increase of soil fertility, natural resource conservation, on farm nutrient recycling and minimize dependence of farmers on external inputs.

2.10 The selected Support Agency/Regional Council must ensure that the organic farming system adopted is compatible to the area and crop and assures optimum yield and provides adequate measures to manage nutrient pest and diseases.

2.11 The selected Support Agency/Regional Council shall work to reduce cost of agriculture to farmers through sustainable integrated organic farming systems thereby enhancing farmer's net income per unit of land.

2.12 The selected Support Agency/Regional Council shall work to sustainably produce, chemical free and nutritious food for human consumption.

2.13 The selected Support Agency/Regional Council shall work to protect environment from hazardous inorganic chemicals by adoption of eco friendly low cost traditional techniques and farmer friendly technologies.

2.14 The selected Support Agency/Regional Council shall work to empower farmers through their own institutional development in the form of clusters and groups with capacity to manage production, processing, value addition and certification management.

2.15 The selected Support Agency/Regional Council shall work to make farmers as entrepreneurs through direct market linkages and national markets.

**3. Duration for engagement:**

Initially, it will be for the financial year 2019-20 and shall be extended yearly basis with the release of funds from the GOI.

**4. Location of work:**

UT of Puducherry comprising of Puducherry and Karaikal regions.

**5. Submission of EOI:**

EOI may be submitted by experienced Agencies/Companies/Institutions/legal entities in two separate envelopes clearly marked 'Technical Bid' and 'Financial Bid'. Both the envelopes should be kept in a single cover superscribed with the following words: "EOI to function as 1. Support Agency 2. Regional Council (strike out which is not relevant) for implementing the scheme Paramparagat Krishi Vikas Yojana (PKVY)" to the office of the Additional Director of Agriculture (T&V), Thattanchavady, Puducherry-605 009.

**The 'Technical bid' shall include the following:**

- a) Detailed profile of the organization.
- b) Qualifications of professionals in team.
- c) Details of past experiences of similar projects.
- d) Proof of annual turnover and annual audited accounts for last 3 years.
- e) Links of relevant projects.
- f) Hard copy of samples of past work with other supporting documents.

**The 'Financial Bid' shall include the following:**

Component wise cost/fee per annum per hectare applicable for the three consecutive financial years and the rate quoted should be inclusive of GST, etc. The two-part Expression of Interest should be submitted on the applicant's letter head to the Office of the Addl. Director of Agriculture (T&V), Thattanchavady, Puducherry-605009 within due date.



## **6. Release of Funds:**

1. Support Agency and the Regional Council should strictly adhere with the pattern of assistance as detailed in the “Financial break up and component wise allocation” part of the PKVY revised Guidelines, May 2018 (**Annexure-I**) communicated by the Ministry of Agriculture and Farmers Welfare, Government of India.
2. The Selected Agency should submit periodically the required reports records, documents, registers etc., as required by the Department of Agriculture and Farmers Welfare, Government of Puducherry for effecting payment.
3. The payment shall be released based on the component wise detailed work executed and reported with documentary evidences submitted by the Support Agency/Regional Council in 4 installments in a year.

## **7. Eligibility Criteria:**

### **A. Essential qualification for support agency.**

1. Legally registered body under relevant act for last 3 years supported with their annual reports.
2. Financially sound supported through last 3 years balance sheets.
3. At least 3 years of experience in management of organic adoption and certification programme (Third party or PGS) or organic farming conversion projects through experienced manpower in organic farming.
4. Proven track record in facilitating market linkages to their developed organic groups/clusters.
5. Have strong in-house technical team competent in organic farm management, value addition, certification and marketing.
6. Have experience in FPO/FPC formation and providing handholding to such organizations in their business management.
7. Competence in market facilitation and past record in handholding farmer groups in successful marketing shall be the key requirement for selection of service provider.

## **B. Eligible criteria for the Regional Council**

1. The organization/agency should have experts in technical, marketing, training fields.
2. Should have support of at least 10 functional groups under certification process.
3. Organization should be financially sound supported by legal status of 3 years of audit report required.
4. Must not have been black listed from any organization (self-declaration required).
5. Proof/certificate of adequate experiences of PGS-India/any other certification (TPS) in organic farming.
6. Situated in the area of functioning (proposed to operate PGS-India programme) with permanent office and working personals in the U.T. of Puducherry
7. If proposed for operation in any other places other than its HQ, then address of branch offices will be required to be at the U.T. of Puducherry.
8. Must have adequate infrastructure for online activity (like computer, printer, internet facility etc.)

## **8. Terms and Conditions under EOI:**

1. This EOI is covering both Puducherry and Karaikal regions as a whole for all crops. It is up to the Support agency/Regional council to study all the agro parameters.
2. The Support Agency/Regional Council are eligible to be funded for their service as indicated in the Financial breakup and component wise allocation of the revised guidelines, May 2018 of GOI.
3. The Support Agency/Regional Council should satisfy all the criteria of the “essential qualifications for support Agency” and “eligible criteria for regional councils” as may be needed in the PKVY revised guidelines (Annexure II and IV), May 2018.
4. The offer request/bids will be scrutinized by a committee, which will have the right to shortlist the agencies based on the requirement. The selected agency shall be invited to make power point presentation before the committee.
5. The selected agency shall sign a MOU with the Agriculture Department within the specified period, failing which the agency shall be deemed to have abandoned /relinquished /surrendered its claims/rights/selection.

6. After selection, the issuance of award of contract will be decided by the Additional Director of Agriculture (T&V) and shall be final in all respects.
7. The agency must facilitate buy-back of Organic products and should be capable to market/make market linkages of organic certified products.
8. As the process of certification of organic products takes conversion period of three years, 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 supportive agency will provide all necessary assistance to farmers even after the lapse of conversion period for minimum two years.
9. All the related technologies (i.e organic production, certification, value addition, marketing of organic products etc) should be efficiently transferred to the farmers / Group of farmers by the Supportive Agency before handing over period.
10. If the agency fails to meet the objective, conditions, quality parameters of PKVY norms, the agreement will be void and the agency will be black listed and the damages caused shall have to be suitably compensated.
11. Programme must be implemented for adoption of organic farming and getting organic certification under PGS system and marketing of organic products of all crops.
12. Quality parameters should be adhered to input supply (such as Organic manure, Biofertilizers, Biopesticides, Biocontrol agents, Seed and planting material etc.) and service provided.
13. Farmers can choose inputs out of the recommendations as per their choice. In any case farmers should not be forced to buy the recommended inputs by the Support Agency.
14. The off-farm inputs used in selected organic area must be organically certified.
15. The Selection Committee, reserves the right to accept or reject any or all application without any explanation.
16. The under signed also reserves the right to accept /reject /modify any or all conditions without assigning any reason thereof.
17. In case of any dispute, the content in the PKVY Revised guidelines, May 2018 issued by GOI, DAC&FW, will be the final reference.
18. In case of any dispute, the decision of Director of Agriculture / Additional Director of Agriculture (T&V) will be final and legal jurisdiction shall be Puducherry only.

19. The Agency shall be required to accomplish entire activities as per the time bound completion schedule. The programme starts from the financial year 2019-20 and continues till the support extended by the GOI under this scheme.
20. All rights on formation of organic farming groups, clusters, brand developed by Support Agency/ Regional Council would be vested with Agriculture Department, Puducherry. Support Agency would be fully responsible for the quality of implementation and services for its implementation.
21. The detailed Roles & Responsibilities, functions of the Support Agency and the Regional Council (Annexure II to Annexure VI of the PKVY, revised guidelines, May 2018, GOI) and terms and condition would be part of the final agreement.
22. Support Agency and the Regional Council should strictly be adhered with the pattern of assistance as detailed in the "Financial break up and component wise allocation" part of the PKVY revised Guideline, May 2018.
23. The Support Agency and the Regional Council should be capable of requirement gathering, preparing technical documents and solutions exploring new techniques/processes/methodologies and documentation.
24. The Support Agency and the Regional Council shall be located in the UT of Puducherry or geographically nearer areas for cost effectiveness and easy coordination.
25. Government of Puducherry reserves the right to share the information provided in the bid/offer request document during the course of evaluation of bids/offer request.
26. The bidders/offer requested Support Agencies/Regional Council are expected to ensure that their bid/offer reach the Additional Director of Agriculture(T&V), O/o The Additional Director of Agriculture (T&V),Thattanchavady, Puducherry-605009 on or before the due date and time. In the event of due date being declared as holiday for Puducherry, the next working day and time will be the due day.
27. Any information provided herein is intended only to help the Support Agency/ Regional Council to prepare a logical offer-proposal. Department of Agriculture/Government of Puducherry is not responsible for any errors in the EOI/Offer request documents.

28. Government of Puducherry/ Department of Agriculture reserves the complete right to cancel the offer process / reject any or all of the offers /modify the offer/ enter into agreement with successful Service providers/bidder(s) at its sole discretion.
29. Government of Puducherry/ Department of Agriculture reserves the complete right to allot or cancel any districts and villages for adoption under the scheme.
30. The Support Agency/ Regional Council should submit their EOI in the prescribed format as detailed in the format along with the mandatory documents listed with any other documentary evidences showing the competency of the Organization.
31. This notice for EOI is not an offer and is issued with no commitment. Department reserves the right to withdraw the notice and change or vary any part thereof at any stage and also reserves the right to disqualify any bidder at any stage.
32. Timing and sequence of events resulting from this notice shall ultimately be determined by the Department.
33. For all practical purposes Additional Director of Agriculture (T&V), Puducherry is the Scheme monitoring and Implementing Officer in respect of Puducherry region and Additional Director of Agriculture, Karaikal for Karaikal region. The approved agency shall report to the concerned implementing officer during implementation of the scheme.
34. Neither the bidder nor any of the bidder's representatives shall have any claims whatsoever against Department or any of their respective officials, agents, or employees arising out of or relating to this notice or these procedures (other than those arising under a definitive service agreement with the bidder in accordance with the terms thereof)
35. Applicants, those are found to canvass, influence or attempt to influence in any manner, the qualification or selection process, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage.
36. Each applicant shall have to submit only one EOI as per the prescribed format.

**9. Acknowledgment of Understanding of Terms:**

By submitting a proposal, each bidder shall be deemed to acknowledge that it has carefully read all sections of this EOI document, including all forms, schedules and annexure hereto, and has fully informed and agreed itself as to all existing terms, conditions and limitations.

**10. Language of Proposal:**

The proposal and all correspondence and documents should be written in English/ Tamil. However the working language with the farmers shall be in Tamil.

**11. Validity of EOI:**

EOI shall remain valid for a period of 90 (Ninety Days) days from the date of opening of the EOI. The client will make its best efforts regarding finalization of the short-listing process within this period.

**12. Response Requirements:**

- (a) The response to the Pre-qualification requirements shall be prepared in accordance with the eligibility criteria as specified in the EOI document.
- (b) Application must be direct, concise and complete in all respect. All information not directly relevant to this EOI document should be omitted.
- (c) The response should contain the required forms filled in appropriately along with other supportive documents as specified in the EOI document. It is mandatory that all pages of supportive documents must have to be signed by the authorized signatory.
- (d) EOI delivered in through other mode shall be treated as defective, invalid and out rightly rejected.

**13. Submission of Technical bid:**

The EOI should be submitted in the sealed envelope with the following details.

**Part – A:** (Covering Letter) a. Covering Letter from the Bidder as per the prescribed format (Form-I)

**Part – B:** (Details of the Organisation, Key personnel, Man power, Relevant project Experience ).

This part must include a general background of the bidder's organisation (limited to 400 Words) along with other details as per the format provided at (Form – II , III & IV). Enclose the self-attested documents in support of the information provided.

#### **14. Submission of Financial Bid**

The Agency/Company/Institution/ Legal entities shall quote the Financial Bid with component wise break up cost / fee per annum per hectare applicable for three consecutive financial years and the rate quoted should be inclusive of GST, etc.

#### **15. Selection Procedure:**

- a. 'Expression of Interest' will be evaluated as per the eligibility criteria specified in the EOI. The bidders are required to submit all necessary documents in support of their eligibility to participate under this selection process. The Agency/ Company/Institution/ Legal entities based on the documentary evidence submitted along with EOI will be shortlisted. A committee constituted for the purpose of Evaluation, scrutiny and selection shall evaluate the EOI for short listing taking into consideration of past experiences, Key professional staff qualification & experience and the financial strength of the bidder.
- b. EOIs of only eligible Agencies/ Companies/Institutions/Legal entities will be short-listed for consideration by the Evaluation/ Selection Committee appointed by the Department by opening the technical bid. Short-listed Agencies/ Companies/Institutions will be informed of a suitable date for presentation. After presentation, Selection Committee then short list the Agencies/ Companies/ Institutions to be considered for the financial bid evaluation. The successful agency would be arrived based on the lowest competitive rate quoted.
- c. Department of Agriculture reserves all the rights to reject or accept any/all EOI applications, without assigning any reason, whatsoever. Department of Agriculture takes no responsibility for the delay, loss or non receipt of any submission or letter sent by post, within the prescribed time period. For any further clarification about the work, contact at 0413-2248565,2248419. Any dispute in this respect shall be subject to the exclusive jurisdiction of courts at Puducherry.
- d. The successful Bidder need to deposit 10% security on the contract value in the form of Bank guarantee.

e. Due dates and fee particulars

PARTICULARS	DETAILS
Cost of EOI Document (non refundable)	Rs. 1000/- (Rupees One Thousand Only) Payable through D.D drawn in favour of The Additional Director of Agriculture (T&V), Thattanchavady. The Downloaded application should be submitted with the D.D. enclosed.
Security Deposit	10% of the contract value in the form of Bank guarantee to be submitted at time of signing of MOU
Publishing Date	06.11. 2019
Document download Start Date	06.11.2019 at 09.00 AM
Document download & end Date& Time	22.11.2019 at 01.00 PM
Offer Opening Date, Time and Venue	22.11.2019 at 4.00 PM FTC, Hall, Thattanchavady , Puducherry

Any clarifications required in this regard may be obtained by contacting the phone numbers during office hours.

1. 0413-2248565.
2. 0413 -2248419.
3. Web site – <https://agri.py.gov.in>

**Addl. Director of Agriculture (T&V)-  
Cum-Nodal Officer, PKVY**



**LETTER OF EOI**  
(Covering Letter in Bidders letterhead)

From

To

The Nodal Officer (PKVY)  
-Cum-Additional Director of Agriculture(T&V)  
Thattanchavady, Puducherry- 600 009.

Sir,

Sub: EOI for selection of Support Agency/Regional Council for implementing the scheme Parampragat Krishi Vikas Yojna (PKVY)in the UT of Puducherry.  
&&&

We, the undersigned, offer to provide our expertise as support agency/regional council/organization to function as detailed under (A)/ (B), for ensuring success of the scheme under Parampragat Krishi Vikas Yojna (PKVY)in the UT of Puducherry in accordance with your notice inviting EOI for offer vide Ref No:..... dated..... ,and we are hereby submitting our interest to support the Department of Agriculture, as prescribed in the sealed envelope.

We attach here to the response as required by the EOI, which constitutes our proposal.

The details of the contact person on behalf of the applicant are given below

Name	
Designation	
Name of the Organisation and Address	
Contact Details	
Email	

We hereby declare that all the information & statement made in this proposal are true and accepted 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.

We understand that the Department concern is not bound to give any reason for award, of for the rejection of any.

Yours faithfully,

(Signature/Name of the Authorized Signatory/  
Mob. No/Stamp of firm)

**APPLICATION FORM**  
(in Bidders letter head)

Technical capability details of the Support Agency/ Regional Council for offer of implementing the scheme Parampragat Krishi Vikas Yojna (PKVY) under NMSA in the UT of Puducherry.(may be typed clearly in a separate sheet in this format)

Sl.No.	Particulars required	Details to be filled
1.	Organization's Name	
2.	Registration No.	
3.	Registration no as Support Agency/Regional Council under National centre for Organic farming (NCOF)	
4.	Address (of Head Office)	Address..... Phone No..... Email..... Mobile no of Head office incharge.....
5.	(Branch Office) 1,2,3,.....(Particulars of each branch to be given given in case of having branches)	Address..... Phone No..... Email..... Mobile no of Head office incharge.....
6.	Area of Interest A) As Support Agency. B) As Regional Council	( Mention your interest )
7.	TIN No. of Agency	Attach copy of PAN Card
8.	GST registration	Attach copy of registration
9.	Memorandum of the organization and copy of Bylaws	Attach copy
10.	Annual Audited Statement for last 3 financial years	Provide Balance sheet / Turnover details.
11.	Experience of Agency in field of organic Farming	Copy of supporting documents should be attached in the form of soft copy and hard copy.
12.	Affidavit about blacklisting, free from litigation and non-affiliation with any political/ religion/government endowment.	Affidavit should be attached.

**Mandatory Supporting Documents:**

## Certificate of Registration

- a) Copy of GSTIN Number
- b) Copy of up to date IT Clearance Certificate for last three years
- c) Undertaking for not have been blacklisted by any Central / State Govt. Organisations during the recent past
- d) Copy of Auditors certified financial statements for the last three financial years.
- e) Copy of documents in support of the experience of the Agency in field of organic Farming/ certification process.

We understand that if the details given in EOI document submitted herewith by us and the support of claim made above is found to be untrue/untenable or unverifiable or both, the bid/offer may be rejected without any reference to us.

Yours sincerely

Stamp and signature of Authorized Person

**Form No.-III**

**DETAILS OF KEY PERSONNEL INVOLVED IN THIS PROJECT**

**(To be furnished in a separate sheet)**

Sl.No	Items	Description		
1	Position			
2	Name of Firm			
3	Name of Expert			
4	Date of Birth	DD/MM/YYYY		
5	Nationality			
6	Education	[Indicate college/university and other specialized education. Giving names of institutions, degrees obtained, and year of obtainment starting from the latest degree]		
7	Employment record [Starting with present position, list in reverse order every employment held by staff member since graduation]	Name of Organization	Position Held	Duration
8	Details of tasks assigned	May elaborate in separate sheet		
9	Relevant Projects Undertaken	[Among the assignments in which the Staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks assigned] Name of assignment or project: Year: Location: Client: Project Cost: Main project features: Positions Held: Activities Performed:		
10		I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any wilful misstatements described herein may lead to my disqualification or dismissal, if engaged.		
11		Signature		
12		Date: [dd/mm/yyyy]		
13		Name of Expert:		

**Details of Qualified Staff of the Support Agency / Regional Council**  
**in the field of organic farm management, value addition,**  
**certification and marketing**

S.NO	Name of Staff	Educational Qualification	Area of Key Expertise	Length of Association with the Agency (in years)	Relevant Expertise
1					
2					
3					
4					
5					
6					

**Mandatory Supporting Documents:**

- a) Attach Copy of the Certificate of educational qualification.
- b) Experience certificates.

Yours Faithfully,

(Signature/Name of the Authorized Signatory/  
Mob. No/Stamp of firm Seal)

Form No.-IV

Details of relevant experience in Organic farming project:  
Experience of Support Agency /Regional Council in the field of Organic farming and certification

Sl. No	State	No. of farmers associated with organic farming	No. of certified farmers producing organic products	Agency of certification	Kind of organic produce	Quantity of organic produce	Grade of Organic Produce (conversion / certified)
1							
2							
3							
4							
5							

Yours Faithfully,

(Signature/Name of the Authorized Signatory /  
Mob. No/Stamp of firm Seal)

**Annexure-I**

**FINANCIAL BREAK UP AND COMPONENT WISE ALLOCATION**

S.No.	Component	Pattern of assistance /ha			Total per ha area for 3 years	Total per group of 20 ha for 3 year	Total per cluster of 1000 ha each Rs in lakh
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year			
A.	Programme Implementation through Support Agencies						
1.	Cluster formation and Capacity building Including exposure visits, and trainings of field functionaries	1000	1000	1000	3000	60000	30.00
2.	Deployment of manpower and management cost for Implementation of programme including data management and uploading	1500	1500	1500	4500	90000	45.00
S.	PGS Certification through Regional Councils						
3.	Service charges to RCs for physical verification, certification endorsement and certificate Issue	700	700	700	2100	42000	21.00
4.	Residue analysts through Zonal councils state Departments in NASL accredited laboratories @ 3 samples/per 100 hec. (LRP area) from 2 <sup>nd</sup> year	0	300	300	600	12000	6.00
C.	Incentive to farmers through DBT						
	Incentive to farmers organic conversion, inputs, on-farm Input infrastructure to be provided as DST for direct farmers account	12000	10000	9000	31000	620000	310.00

S.No.	Component	Pattern of assistance/ha			Total per ha area for 3 years	Total per group of 20 ha for 3 year	Total per cluster of 1000 ha each Rs in lakh
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year			
	Value addition, marketing and publicity						
6.	Support for marketing, common packaging, branding, space rent, transport . etc	0	500	1000	1500	30000	15.00
7.	Value addition infrastructure creation through FPC/FPO case to case basis*	0	1000	1000	2000	40000	20.00
8.	Brand building, trade fairs, exhibitions, local publicity, organic fairs / melas, local marketing initiatives, participation in national trade fairs.	1300	2000	2000	5300	106000	53.00
	Total	16500	17000	16500	50000	1000000	500.00

Rs 500.00 lakh per cluster of 1000 ha each

• Proposals regarding Value addition infrastructure creation through FPC/FPO would be considered separately on case to case basis

Inter component changes under prior intimation to Government of India on a case to case with full Justification is allowed.