



ମୁଖ୍ୟ ଜିଲ୍ଲା କୃଷି ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ବଲାଙ୍ଗୀର
OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, BALANGIR

At-AdarshaPada, Near Govt. Cold storage, Po/Dist: Bolangir, 767001

Phone No. 06652 250195, Mail: ddabolangir.dag@od.gov.in

EXPRESSION OF INTEREST (EOI)

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, BALANGIR

Order No.: / ୧୫୪

Date: 6.3.2026

Expression of Interest (EOI) for Selection of Experienced NGO at District Level

The Chief District Agriculture Officer, Balangir invites Expression of Interest (EOI) from experienced and competent local NGOs having proven track record in training, capacity building, Skill development and livelihood promotion, for conducting training programmes for WSHG / FPO / Agricultural Entrepreneurs on value addition of Jute/ sun hemp/ Mesta and its Diversified Products.

A. SCHEME DETAILS

- Scheme: Intensive Agriculture Practices (IAP) of Non-Paddy Crops
- Crops Covered: Jute, Mesta, Sunhemp
- Plan: State Plan
- Year: 2025–26 (Spill over)

B. SCOPE OF WORK

The selected NGO shall be responsible for the following activities:

1. Conduct skill development training for 20 members of Women Self Help Groups (WSHGs) in the age group of 18–50 years with the objective of promoting women empowerment and sustainable agriculture through value addition.
2. The training programme shall be conducted for a period of 30 days by an experienced NGO having expertise in the concerned sector.
3. The trainees shall be selected from WSHG members and Farmers Producer Organizations (FPOs) who are interested in cultivation, processing and value addition of Jute, Mesta and Sunhemp, including preparation of diversified fibre based products.
4. Facilitate the inclusion of the trained members into digital platforms and digital infrastructure for better access to information, training materials, and market linkages.
5. Assist eligible members in enrolment under relevant government schemes such as CM-KISAN and PM-KISAN, wherever applicable.
6. Facilitate marketing and market linkage for the products produced by the trainees, including support for branding, packaging and participation in exhibitions or local markets.
7. Guide and support the members in Natural Resource Management (NRM) practices, particularly soil health management, Integrated Nutrient Management (INM), Integrated Pest Management (IPM) and Integrated Weed Management (IWM).

8. Promote reduction of drudgery in agricultural operations by encouraging the adoption of appropriate farm mechanization tools, implements and small machinery suitable for the activities undertaken.
9. Facilitate financial inclusion of the members through linkage with banks, access to credit, opening of bank accounts, promotion of savings, and convergence with suitable government livelihood and agriculture schemes.
10. Provide handholding support, post-training follow-up and mentoring to ensure that the trainees adopt the learned skills and establish sustainable income-generating activities.

C. ELIGIBILITY CRITERIA

The NGO must fulfil the following eligibility conditions:

1. The NGO must be registered under a relevant Act, such as the Societies Registration Act, Indian Trust Act, or Section 8 Company under the Companies Act, or any other applicable legal framework.
2. The NGO should have a minimum of 5 years of experience in the field of agriculture or allied sector training, capacity building, skill development and livelihood promotion.
3. The NGO should have prior experience in value addition, processing, or marketing of agri-based products, particularly related to Jute, Mesta and Sunhemp or other natural fibre-based products.
4. The NGO should have experience in working with Women Self Help Groups (WSHGs), Farmer Producer Organizations (FPOs), or farmer collectives in agriculture and rural livelihood programmes.
5. The NGO should have successfully implemented at least one similar training or livelihood development programme related to agriculture, natural fibre cultivation, processing, value addition, or rural enterprise development.
6. The NGO should possess adequate manpower, qualified trainers, infrastructure, training facilities, and technical expertise required for conducting the training programme and practical demonstrations.
7. The NGO should have adequate training infrastructure, including a training hall, demonstration facilities, and necessary tools and equipment for conducting practical sessions.
8. The NGO should have sound financial capacity and satisfactory performance records. The average annual turnover during the last three financial years should be Rs. 1.25 crore or more, supported by audited financial statements.
9. The NGO should have valid statutory registrations such as PAN and GST (if applicable) and must submit audited financial statements for the last three financial years.

10. The NGO should not have been blacklisted by any Central Government, State Government, or Government agency.
11. The NGO should have the capacity to provide post-training handholding support, enterprise development guidance, financial linkage, and market linkage for the trained members to ensure sustainability of the activities.

D. DOCUMENTS TO BE SUBMITTED

Interested NGOs should submit the following documents along with their Expression of Interest:

1. Covering letter expressing interest in undertaking the assignment.
2. Copy of valid registration certificate under the relevant Act.
3. Detailed profile of the organisation, including vision, objectives, organisational structure, and details of key personnel.
4. Details of similar work experience in agriculture, skill development, value addition, or livelihood promotion, along with supporting documents such as work orders, completion certificates, or project reports.
5. Audited financial statements for the last three financial years, including balance sheet and income–expenditure statement.
6. Copy of PAN, GST registration (if applicable), and bank account details of the organisation.
7. List of technical experts/trainers associated with the organisation with their qualifications and experience.
8. Undertaking or self-declaration stating that the NGO has not been blacklisted by any Central Government, State Government, or Government agency.
9. Any other relevant supporting documents demonstrating the organisation's capability, infrastructure, or experience related to the proposed activities.

E. SUBMISSION OF EXPRESSION OF INTEREST (EOI)

10. Interested and eligible NGOs are required to submit their Expression of Interest (EOI) along with all supporting documents in offline mode. The proposal should be submitted in a sealed envelope clearly superscribed as "EOI for Skill Development Training of WSHG Members on Jute, Mesta and Sunhemp Cultivation, Processing and Value Addition."
11. The sealed cover containing the EOI and supporting documents must reach the office on or before 13th March 2026 by 5:00 PM through Speed Post / Registered Post. Proposals received after the due date and time shall not be considered under any circumstances.
12. The proposal should be addressed to:

The Chief District Agriculture Officer
Office of the Chief District Agriculture Officer
At – Adarsha Pada, Near Govt. Cold Storage
Po/Dist – Balangir – 767001, Odisha

13. The NGO should ensure that the application is complete in all respects and accompanied by all required documents as mentioned in the EOI guidelines. Incomplete applications or applications without supporting documents are liable to be rejected without further correspondence.

F. SELECTION PROCESS

1. The selection of the NGO will be carried out by a Selection Committee chaired by the Chief District Agriculture Officer, Balangir, scheduled to be held on 16th March 2026 at 4.30 PM.
2. The committee will examine the EOIs based on eligibility criteria, organisational experience, technical capability, financial capacity, and past performance in similar assignments.
3. If required, the committee may call the shortlisted NGOs for presentation or clarification regarding their proposal and experience.
4. Mere submission of an EOI shall not guarantee selection of the applicant NGO.
5. The decision of the Selection Committee shall be final and binding.
6. The competent authority reserves the right to accept or reject any or all EOIs, wholly or partially, without assigning any reason thereof, and no correspondence in this regard shall be entertained.


Chief District Agriculture Officer
BALANGIR



ଜିଲ୍ଲା ମୁଖ୍ୟ କୃଷି ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ବଲାଙ୍ଗିର

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, BOLANGIR

At-Adarsha Pada, Near Govt. Cold Storage, Dist-Bolangir-767001

Phone No- 06652 250195 E-Mail- ddabolangir.dag@od.gov.in

Memo No 959 //Agril Date 6.3.2026

Copy forwarded to the Notice Board of this Office for wide circulation among the general public.

**Chief District Agriculture Officer
Balangir**

Memo No: 960 //Agril Date. 6.3.2026

Copy forwarded to the Agriculture District Officer, Balangir /Patnagarh/Titlagarh, Deputy Director of Horticulture, Balangir, with a request to display this notice in their Notice Board for wide circulation among general public.

**Chief District Agriculture Officer
Balangir**

Memo No: 961 //Agril Date. 6.3.2026

Copy to the DIO, NIC, Balangir for information and it may be floated in District NIC website on 6.03.2026 to 13.03.2026(till 5:00pm) for selection of agency under IAP Non-Paddy Crop(Jute, Mesta, Sunhemp)2025-26

**Chief District Agriculture Officer
Balangir**