

**Directorate of Agriculture, Jammu  
Krishi Bhawan ,Talab Tillo Jammu-180002**

## ***Expression of Interest***

### **Sub: Promotion of Organic farming under Centrally Sponsored Schemes**

EOI/proposals are invited from the interested service providers /agencies of repute to promote organic farming in vegetable based cropping systems under Technology Mission on Integrated Development of Horticulture in different Agro climatic zones (Temperate/Sub Tropical) in Jammu Division of J&K State.

1. The service provider agency will be required to facilitate group organic farming for conversion of conventional fields/farms to organic; ensure necessary technology transfer to farmers; ensure necessary documentation and facilitate certification, and assisting the farmers in marketing of organic produce.
2. The service provider must be familiar with the principles of organic agriculture and the National Programmes and National Standards of Organic Production, besides other essential requirements as laid down in the guidelines under the National Project on Organic Farming by the Govt. of India, Ministry of Agriculture
3. The activity shall be taken up in clusters of 3-5 hectares in hilly areas and 8-10 hectares in plains.
4. The service provider /agency shall have to submit a refundable security @ Rs.500 per hectare for the hectares assigned at the time of signing MOU/agreement with Department Of Agriculture Jammu. The Director of Agriculture Jammu has the right reserved for assigning any areas to a particular service provider/agency for promotion of organic farming based upon their previous performance and existing strength , after evaluation of the proposals
5. The service provider shall have to sign a MOU/Agreement with Department of Agriculture Jammu on basis of mutually acceptable terms and conditions for the promotion of organic farming. The proposals which are not found suitable can be rejected without assigning any reason or notice.
6. Assistance of Rs. 10,000/- per hectare for the promotion of organic farming will be provided to the service provider/agency as per guidelines of the scheme
7. Detailed terms and conditions can be had from the Joint Director Agriculture (Extension) Jammu on any working day from 10.00 to 4.00 P M or downloaded from Department website [www.diragriammu.nic.in](http://www.diragriammu.nic.in). The last date for submission of proposals under sealed covers to the Joint Director Agriculture (Extension) Krishi Bhawan Talab Tillo Jammu -180002 will be 10.03.2010.



**(Ajay Khajuria) KAS**  
Director of Agriculture  
Jammu

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## MEMORENDUM OF UNDERSTANDING

The memorandum of understanding is signed between Department of Agriculture Jammu herein after called part 'A' and service provider M/S \_\_\_\_\_ herein after called part; 'B'.

- That part-'A' has approved part 'B' for promotion of organic farming under RKVY and other sponsored programmes.
- That part 'B' has agreed to all terms and conditions specified as annexure to expression of interest.
- That part 'A' shall provide all data/information as may be requested by part 'B' for base line survey and organic farming promotion.
- That part 'A' shall undertake to facilitate any clearance/involvement of allied state Department like irrigation, Forests, Revenue, and Horticulture etc.
- That part 'A' shall nominate designated officers for different clusters/districts to make it a joint venture with part 'B'.
- That part 'A' shall constitute/frame a committee of officers legal expert to negotiate and early decisions during implementation of programme.
- That part 'A' shall identify/introduce/certify beneficiaries for promotion of organic farming.
- That part 'A' shall release payments as per terms and conditions.
- That part 'B' shall not sublet award of contract.
- That part 'B' shall maintain all necessary documentation accessible to part 'A'
- That part 'A' shall besides act as a watch dog for interest of farming community and state expenditure for promotion of organic farming.
- That part 'B' shall be liable for legal action in case of exploitation of selected/introduced growers, compromising quality parameters and application of any method/input by deceit.
- That part 'A' and 'B' shall mutually decide for crop (s), areas, clusters, natural resource utilization etc.
- That the designated/nominated officers from Part 'A' and authorized representatives from part 'B' shall review progress on quarterly basis.
- That part 'B' shall not seek any kind of endorsement from part 'A' to further their business interest in other States/Province of J&K.
- That in case of unilateral withdrawal by part 'B', the forfeiture of security deposit besides recovery of paid installment and blacklisting can be done.
- That part 'A' has the right reserved to review agreement in case of violation of term & conditions.

## Directorate of Agriculture, Jammu

### Krishi Bhawan , Talab Tillo Jammu-180002

#### TERMS AND CONDITIONS

##### *Promotion of Organic farming under Centrally Sponsored Schemes*

*Terms and conditions for selection/Approval of service providers for promotion of organic farming in Jammu Division under Technology Mission on Integrated Development of Horticulture (TMNE).*

1. The service provider agency will be required to facilitate group organic farming for conversion of conventional fields/farms to organic, ensure necessary technology transfer to farmers, ensure necessary documentation and facilitate certification, besides assisting the farmers in marketing of organic produce.
2. The service provider /agency opting to participate in the promotion of organic farming in Jammu Division of J&K State under Technology Mission on Integrated Development of Horticulture (TMNE) should have enough experience in the subject .The service provider /agency shall have to furnish the requisite documents in this regard.
3. The service provider must be familiar with the principles of organic agriculture and the National Programmes and National Standards of Organic Production besides other essential requirements as laid down in the guidelines under the National Project on Organic Farming.
4. Eligibility:-
  - Only registered agencies, registered under Registrar of Societies Act/ Public Trust Act, Institutions Act or registered cooperative societies, besides Govt.Undertaking, SAU,s and KVK,s are eligible.
  - Applicant organizations should be preferably three years old from the date of registration and have valid three years' Annual reports and audited balance sheets
  - Agriculture /organic farming/sustainable agriculture promotion should be one of the main objectives in the memorandum.
  - Applicant organizations should have at least 2-3 years experience in organic farming/ organic input/environment friendly technologies and sustainable agriculture promotion and must have at least one person with degree in agriculture as their member or employee.
  - Organizations applying for service providers should have some experience in organic farming, farmer's group formation, organic certification and internal control system management applicable for grower group certification scheme.
5. The service provider shall have following role and responsibilities as per the prescribed guidelines:-
  - Motivation of farmers to form organic farmers groups/clusters.
  - To act as team leader of internal control system (ICS ) and liaison with certification agencies
  - To maintain records of organic cluster (s) in compliance of ICS and facilitate certification through accredited certification agency
  - Training and exposure programme be done on need basis.
  - Drawing of cluster map.
  - Registration of Growers.
  - Providing assistance in packaging and storing of the produce.
  - Maintenance of field records ( cultivation measures, cultivation problems, pest and disease incidence and control, use of inputs, harvested quantities, post harvest procedure)
  - To ensure certification of all the registered farmers as a group through some accredited certification agency within time.
  - To arrange processing, transport and sale of organically grown foods.

- Any other responsibility that may be prescribed as per guidelines.
6. The activity shall be taken up in clusters of minimum of 3 hectares in hilly areas and minimum of 10 hectares in plains.
  7. The proposal should be submitted on prescribed the format and should include: -
    - Profile of the applicant organization.
    - Application format (Part I & II)
    - Part II should be affixed with photographs of the applicant.
    - Registration certificate of the organization.
    - Memorandum of the organization and bye laws with list of members & employees.
    - Last three years annual reports showing details of their organic farming programmes taken during last three years.
    - Last three years audited statement/balance sheet of accounts.
    - PAN card.
    - Details of staff members with their qualification, expertise and competence in subject. One member/employee must be agriculture graduate.
    - Agriculture graduate certificate
    - List of 1500 farmers (For Service provider)
    - Details of area of operation (Map) (For Service Provider)
    - Documents which prove that applicant organization has some experience and expertise on organic farming/related systems as above.
    - Copies of literature, papers cuttings, publication etc. published by the organization on organic farming/natural agriculture or sustainable agriculture.
    - Indemnity Bond duly filled up & signed on Rs. 50/- non judicial stamp paper
    - If applying for training specify briefly about the expertise of the organization & resource Persons, e.g. if applying for Training on Production and Quality Control, please specify that the organization have adequate technical persons capable of conducting such course and have necessary laboratory facilities for technology demonstration. Similarly for other trainings also specify the expertise of members.
  8. Two copies of project proposals in proper shape and properly bound form, duly completed, should be submitted to the Jt. Director Agriculture (Extension), Directorate of Agriculture, Krishi Bhawan, Talab Tillo, Jammu.
  9. The service provider /agency shall have to submit a refundable security @ Rs.500 per hectare for the hectares assigned at the time of signing MOU/agreement with Directorate of Agriculture, Jammu.
  10. The Director of Agriculture Jammu has the right reserved for assigning any areas to a particular service provider/agency for promotion of organic farming based upon their previous performance and existing strength , after evaluation of the proposals
  11. The security to be submitted based upon the targets assigned should be in the shape of CDR pledged in favour of Accounts Officer, Directorate of Agriculture, Jammu payable at Jammu .This security will be refundable upon the successful completion of the project and can be forfeited upon mis-utilisation of the funds released for this purpose by Directorate of Agriculture if noticed at any stage.
  12. The service provider shall have to sign a MOU/Agreement with Directorate of Agriculture Jammu on basis of mutually acceptable terms and conditions for the promotion of organic farming. The proposals which are not found suitable can be rejected without assigning any reason or notice.
  13. Assistance of Rs. 10,000/- per hectare for the promotion of organic farming will be provided to the service provider/agency, besides financial assistance for certification of organic process/produce as per guidelines of the scheme.
  14. The selection of crop(s) and cluster(s) shall be done by the Directorate of Agriculture in consultation with the potential organic growers and the service provider / agency.

15. There shall be no use of any transgenic material or over exploitation of material / human resources / local germplasm.
16. Successful bidder shall have to establish an office in the territorial jurisdiction of Jammu Division.
17. There shall be no sublet of award of contract
18. The Expression of Interest must be sent / delivered in sealed Envelope subscribed "Expression of Interest for organic farming" in the office of Joint Director Agriculture (Ext), Krishi Bhawan, Talab Tillo, Jammu, latest by 10.03.2010 up to 2.00 PM and to be opened by a committee at 3.00 PM on same day in the Directorate of Agriculture, Jammu in presence of bidders or their representative, Department will not be responsible for any postal or other delay that may be caused in receiving the Expression of Interest in this office.
19. Earnest money of Rs. 25,000/- (Rs. Twenty Five Thousand) only payable through CDR of any scheduled Bank pledged in favour of Accounts officer, Directorate of Agriculture, Jammu-180002, shall be submitted along with EOI / bid. Proposals not accompanied with earnest money shall be summarily rejected. However, Govt. Undertakings, State Agriculture Universities, KVK,s and Co-operative Societies are exempted from submission of earnest money.
20. All type of taxes, charges must be indicated and no charges are payable unless specified in the bid.
21. Over writing / cutting should be avoided and be attested, if any.
22. Any criteria, conditions or desired information if not relevant with bidder due to nature of their organization, it may be specifically indicated.
23. In case the Govt. suffers any loss due to non-fulfillment any of the specified and agreed components of the project in accordance with the schedule / orders and within stipulated period, the Directorate of Agriculture, Jammu reserve the right to forfeit the security amount and file a suit in the court of law and to recover the damage amount on this account in full.
24. If the last date for receiving EOI proposal is declared a holiday due to unexpected reasons, next working day will be date for drop of tenders as well as opening at scheduled time.
25. In case of any dispute the decision of the Principal Secretary to Govt. Agriculture Production Department, J&K shall be final and binding to all.
26. In case of any legal dispute the jurisdiction shall lie in Jammu courts only.

  
Accounts Officer  
Directorate of Agriculture  
Jammu

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**Telephone No 0191-2552145, 2554609, Fax 0191-2505201**

**E mail: [agrijammu@rediffmail.com](mailto:agrijammu@rediffmail.com)**

### APPLICATION AND REPORTING FORMATS

#### Application Format Part – I (For all)

1. Name of the Organization: \_\_\_\_\_

2. Address of the Organization \_\_\_\_\_

\_\_\_\_\_

i. Address : \_\_\_\_\_

ii. Area STD Code : \_\_\_\_\_

iii. Phone No. : \_\_\_\_\_

iv. Fax No. : \_\_\_\_\_

v. Extension No. : \_\_\_\_\_

vi. E-Mail Address : \_\_\_\_\_

3. Status:	Central Govt.	State Govt.	State Agri. Univ.	ICAR	KVK	Cooperative
	NGO	Self Help Group	Agri. Clinic	Other		
4. Date of Establishment	Month		Year			
5. Whether registered under societies Act 1860 of State Govt.	Yes		No			
i. If yes, details thereof						
6. Whether Registered under other Act	Yes		No			
i. If Yes, details thereof						

7. Financial Category of the Organization

8. Objective of the Organization

9. Staff Position (Nos.)      Technical                      Non – Technical

10. Vehicle facilities      Car      Yes      No      Number

		Jeep	Yes	No	Number
		Scooter	Yes	No	Number
		Cycle	Yes	No	Number
11.	Documentation facility	Computer PC	Yes	No	Number
		Institute facility e.g. Photocopier	Yes	No	Number

12. Copy of the audited statement duly signed

Copy of the Annual Report

Certificate

The information as furnished above is true

(Name & Signature of Applicant)



## ***PART – II (For Service Provider only)***

1.	Name of the Applicant	: _____					
2.	Address	: _____ : _____					
3.	Fathers Name	: _____					
4.	Whether citizen of India	Yes			No		
5.	Qualification	B. Sc.		M. Sc.		Others	
6.	Position held in the organization						
7.	Number of years of exposure to organic farming activity	: _____ Years (Attach Proof)					
8.	Number of years of experience in organic farming	: _____ Years (Attach Proof)					
9.	Knowledge on organic farming	Land Preparation	Sowing	Variety	Maturity	Livestock	Stone
10.	Experience on	Social Activities Yes/No		Motivation Yes/No		Trainings Yes/No	
11.	Whether training with area of specialization	Organic Farming		Normal farming		Other	
12.	Whether known about the standard	A. International		Codex	Yes		No
				EU	Yes		No
				Other	Yes		No
		B. National		NPOP	Yes		No
		C. Other			Yes		No
13.	Whether linkage with inspecting / certifying agency	Name of the Agency					
14.	List of target registered organic farmers	Attached			Not Attached		
15.	Area Intended to be	Hilly			..... Ha		

	<i>covered</i>	<i>Plain</i>	<i>..... Ha</i>				
16.	<i>Location Requested</i>	<i>State</i>	<i>District</i>			<i>Block</i>	
17.	<i>Knowledge of Language</i>		<i>English</i>		<i>Hindi</i>		<i>Regional</i>
		<i>Reading</i>	<i>Good</i>	<i>Very Good</i>	<i>Good</i>	<i>Very Good</i>	<i>Good</i> <i>Very Good</i>
		<i>Writing</i>	<i>Good</i>	<i>Very Good</i>	<i>Good</i>	<i>V Good</i>	<i>Good</i> <i>V Good</i>
18.	<i>Tick the Input services to be provided</i>						
	<i>i. Land Selection / Crop Selection</i>						
	<i>ii. Layout &amp; Design of Sowing</i>						
	<i>iii. Variety selection &amp; Use</i>						
	<i>iv. Nutrient Identification &amp; management</i>		<i>Compost: Rural / Urban</i>				
			<i>Vermiculture</i>				
			<i>Bio fertilizer</i>				
			<i>Biogas Slurry</i>				
			<i>Others</i>				
	<i>v. Cultural Practices</i>						
	<i>vi. Pest &amp; Disease Control Guidelines</i>	<i>Bio pesticide</i>	<i>Bio control Agent</i>		<i>Botanic</i>		
	<i>vii. Documentation</i>						
	<i>viii. Group Meeting / Training / Discussion</i>						
	<i>ix. Linkage with Inspecting / Certifying Agency</i>						
	<i>x. Harvest</i>						
	<i>xi. Storage</i>						
	<i>xii. Tagging</i>						
	<i>xiii. Bagging</i>						
	<i>xiv. Sale of Produce in Domestic Market</i>						
	<i>xv. Help to Maintain Live Stock</i>						
	<i>xvi. Others</i>						

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19. Furnish the following:

Nos. Of Working days \_\_\_\_\_

20. Amount Applied For \_\_\_\_\_

21.	Literature Available on Organic Farming		Language No.
		Books	
		Leaflets	
		Others	

22. Work plan, if any

**Certificate**

***The Information as Furnished above is true***

***(Name and Signature of  
Applicant)***