



ಕರ್ನಾಟಕ ಸರ್ಕಾರ  
ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ

ಸಂ:ಜಅಇ/ಪಿಕೋ/ಎಫ್‌ಪಿಟ / 07/19-20

ಆಯುಕ್ತರ ಕಛೇರಿ  
ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ  
7ನೇ ಮಹಡಿ, ಕೆ.ಹೆಚ್.ಬಿ ಕಾಂಪ್ಲೆಕ್ಸ್,  
ಕಾವೇರಿ ಭವನ, ಕೆ.ಜಿ.ರಸ್ತೆ,  
ಬೆಂಗಳೂರು-09, ದಿನಾಂಕ:20.09.2019

ಸುತ್ತೋಲೆ

ವಿಷಯ: ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳ ರಚನೆಗೆ ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳ ಎಂಪ್ಲಾನಲ್ ಕುರಿತು.

- ಉಲ್ಲೇಖ: 1. ದಿನಾಂಕ:05.03.2019 ಹಾಗೂ ದಿನಾಂಕ:03.05.2019 ರಂದು ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿ ಹಾಗೂ ಅಭಿವೃದ್ಧಿ ಆಯುಕ್ತರು ಇವರ ಅಧ್ಯಕ್ಷತೆಯಲ್ಲಿ ನಡೆದ ಕರ್ನಾಟಕ ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳ ರಾಜ್ಯ ಮಟ್ಟದ ಅಧಿಕಾರಿಯುಕ್ತ ಸಮಿತಿ ಸಭೆಯ ನಡವಳಿಗಳು
2. ಟೆಂಡರ್ ಪ್ರಕಟಣೆ ಸಂಖ್ಯೆ/ಜಅಇ/ಪಿಕೋ/ಎಫ್‌ಪಿಟ/07/2019-20 ದಿನಾಂಕ:17.06.2019
3. ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳ ಎಂಪ್ಲಾನಲ್ ಆದೇಶಸಂಖ್ಯೆ:ಜಅಇ/ಪಿಸಿ/ಎಫ್‌ಪಿಟ/07/2019-20 ದಿನಾಂಕ:06.09.2019

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ರಾಜ್ಯದಲ್ಲಿ ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳನ್ನು ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳ ಮುಖಾಂತರ ರಚಿಸಲು ಉಲ್ಲೇಖ 2 ರನ್ವಯ ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳ ಆಯ್ಕೆಗೆ ಟೆಂಡರ್ ಕರೆಯಲಾಗಿತ್ತು. ಟೆಂಡರ್‌ನಲ್ಲಿ ಅರ್ಹಗೊಂಡ ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳನ್ನು ಉಲ್ಲೇಖ 3 ರ ಆದೇಶದ ಅನ್ವಯ ಎಂಪ್ಲಾನಲ್ ಮಾಡಲಾಗಿರುತ್ತದೆ. ಸದರಿ ಆದೇಶವನ್ನು ಈ ಪತ್ರದೊಂದಿಗೆ ಲಗತ್ತಿಸಿ ಮುಂದಿನ ಕ್ರಮಕ್ಕಾಗಿ ಕಳುಹಿಸಲಾಗಿದೆ.

ಸಹಿ/

ಆಯುಕ್ತರು

ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ.  
ಹಾಗೂ ಸದಸ್ಯ ಕಾರ್ಯದರ್ಶಿಗಳು,  
ಕರ್ನಾಟಕ ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳ  
ರಾಜ್ಯ ಮಟ್ಟದ ಅಧಿಕಾರಿಯುಕ್ತ ಸಮಿತಿ

ಇವರಿಗೆ

1. ಮುಖ್ಯ ಪ್ರಧಾನ ವ್ಯವಸ್ಥಾಪಕರು, ನಬಾರ್ಡ್, ಬೆಂಗಳೂರು.
2. ಸರ್ಕಾರದ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿಗಳು (ಆಯ್ಕೆಯ ಮತ್ತು ಸಂಪನ್ಮೂಲ)ಆರ್ಥಿಕ ಇಲಾಖೆ, ವಿಧಾನಸೌಧ, ಬೆಂಗಳೂರು.
3. ಸರ್ಕಾರದ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿಗಳು, ಯೋಜನಾ ಇಲಾಖೆ, ಬಹು ಮಹಡಿಗಳ ಕಟ್ಟಡ, ಅಂಬೇಡ್ಕರ್ ವಿಧಿ, ಬೆಂಗಳೂರು.

ರವಾನಿಸಿಡಿ

23-9-19  
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ಕರ್ನಾಟಕ ಸರ್ಕಾರ





ಕರ್ನಾಟಕ ಸರ್ಕಾರ  
ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ

ಸಂಖ್ಯೆ: ಜಅಇ/ಪಿಸಿ/ -ಎಫ್‌ಪಿಟ/07/2019-20

ಆಯುಕ್ತರ ಕಛೇರಿ  
ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ,  
7ನೇ ಮಹಡಿ, ಕಾವೇರಿ ಭವನ,  
ಕೆ.ಹೆಚ್.ಬಿ ಸಂಕೀರ್ಣ, ಕೆಂಪೇಗೌಡರಸ್ತೆ,  
ಬೆಂಗಳೂರು-560 009  
ದಿನಾಂಕ: 06.09.2019

ವಿಷಯ: ಕರ್ನಾಟಕ ಸಾರ್ವಜನಿಕ ಸಂಗ್ರಹಣೆಯಲ್ಲಿ ಪಾರದರ್ಶಕ ಕಾಯ್ದೆಯಡಿ ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳ ರಚನೆಗೆ ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳನ್ನು ಎಂಪ್ಯಾನಲ್ ಮಾಡುವ ಬಗ್ಗೆ.

- ಉಲ್ಲೇಖ:
1. ಸರ್ಕಾರದ ಆದೇಶ ಸಂಖ್ಯೆ: ಕೃಇ/92/ಕೃಉಇ/2018, ಬೆಂಗಳೂರು, ದಿನಾಂಕ:17.01.2019
  2. ದಿನಾಂಕ:05.03.2019 ಹಾಗೂ ದಿನಾಂಕ:03.05.2019 ರಂದು ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿ ಹಾಗೂ ಅಭಿವೃದ್ಧಿ ಆಯುಕ್ತರು ಇವರ ಅಧ್ಯಕ್ಷತೆಯಲ್ಲಿ ನಡೆದ ಕರ್ನಾಟಕ ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳ ರಾಜ್ಯ ಮಟ್ಟದ ಅಧಿಕಾರಯುಕ್ತ ಸಮಿತಿ ಸಭೆಯ ನಡವಳಿಗಳು
  3. ಈ ಕಛೇರಿ ಆದೇಶ ಸಂಖ್ಯೆ/ಜಅಇ/ಪಿಸಿ/ಪಿಪಿಪಿ-ಐಎಡಿ/07/2019-20 ದಿನಾಂಕ:31.05.2019
  4. ಟೆಂಡರ್ ಪ್ರಕಟಣೆ ಸಂಖ್ಯೆ/ಜಅಇ/ಪಿಕೋ/ಎಫ್‌ಪಿಟ/07/2019-20 ದಿನಾಂಕ:17.06.2019
  5. ಟೆಂಡರ್ ಪರಿಶೀಲನಾ ಸಮಿತಿ ಸಭಾ ನಡವಳಿ ದಿ: 19 ಹಾಗೂ 20-08-2019

**ಪ್ರಸ್ತಾವನೆ**

ರಾಜ್ಯದಲ್ಲಿ ಕರ್ನಾಟಕ ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳ ನೀತಿ 2018 ಅನ್ನು ಉಲ್ಲೇಖ (1) ರನ್ವಯ ದಿನಾಂಕ:17-01-2019 ಜಾರಿಗೆ ತರಲಾಗಿದೆ. ಸದರಿ ನೀತಿ ಅನ್ವಯ ಸರ್ಕಾರವು ಮುಂದಿನ 5 ವರ್ಷಗಳ ಅವಧಿಯಲ್ಲಿ ಅವಶ್ಯಕತೆಗೆ ಅನುಗುಣವಾಗಿ ಪ್ರತಿ ಹೋಬಳಿ ಮಟ್ಟದಲ್ಲಿ ಕನಿಷ್ಠ ಒಂದು ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಯನ್ನು ಸ್ಥಾಪಿಸುವ ಮೂಲಕ ಸುಮಾರು 5 ಲಕ್ಷ ರೈತರನ್ನು ಸಂಘಟಿಸುವ ಗುರಿಯನ್ನು ಹೊಂದಿದೆ. ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳನ್ನು ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳ ಮುಖಾಂತರ ರಚಿಸಲಾಗುವುದು. ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳು ನೋಂದಾಯಿತ ಸರ್ಕಾರೇತರ ಸಂಸ್ಥೆಗಳು, ಖಾಸಗಿ ಸಂಸ್ಥೆಗಳು, ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳು ಅಥವಾ ಇನ್ಯಾವುದಾದರೂ ಸಂಸ್ಥೆಗಳು ರೈತರೊಂದಿಗೆ ಕಾರ್ಯನಿರ್ವಹಿಸಿ ಹಾಗೂ ಅವರ ಸಾಮರ್ಥ್ಯ ಬಲವರ್ಧನೆ ಕಾರ್ಯಕ್ರಮಗಳೊಂದಿರುವ ಸಂಸ್ಥೆಗಳಾಗಿರಬೇಕು. ರಾಜ್ಯದಲ್ಲಿ ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳ ರಚನೆಗೆ ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳನ್ನು ಎಂಪ್ಯಾನಲ್ ಮಾಡಲು ಉಲ್ಲೇಖ (2) ರನ್ವಯ ದಿನಾಂಕ: 03.05.2019 ಹಾಗೂ ದಿನಾಂಕ:05.03.2019 ರಂದು ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿ ಹಾಗೂ ಅಭಿವೃದ್ಧಿ ಆಯುಕ್ತರ ಅಧ್ಯಕ್ಷತೆಯಲ್ಲಿ ನಡೆದ ರಾಜ್ಯ ಮಟ್ಟದ ರೈತ ಉತ್ಪಾದಕರ ಸಂಸ್ಥೆಗಳ ಅಧಿಕಾರಯುಕ್ತ ಸಮಿತಿಯ ಸಭೆಯಲ್ಲಿ

ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆಯು ನೋಡಲ್ ಸಂಸ್ಥೆಯಾಗಿ ನಿರ್ವಹಿಸಬೇಕೆಂದು ತಿರ್ಮಾನಿಸಲಾಯಿತು. ಉಲ್ಲೇಖ (3) ರ ಆದೇಶದಂತೆ ಟೆಂಡರ್ ಅಂಗೀಕಾರ ಪ್ರಾಧಿಕಾರ, ಟೆಂಡರ್ ಅಹ್ವಾನಿಸುವ ಪ್ರಾಧಿಕಾರ, ಟೆಂಡರ್ ತೆರೆಯುವ ಸಮಿತಿ ಮತ್ತು ಟೆಂಡರ್ ಪರಿಶೀಲನಾ ಸಮಿತಿಯನ್ನು ರಚಿಸಲಾಗಿರುತ್ತದೆ. ಉಲ್ಲೇಖ(4) ರನ್ವಯ ರೈತ ಉತ್ಪಾದಕ ಸಂಸ್ಥೆಗಳ ರಚನೆಗಾಗಿ ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳನ್ನು ಎಂಪ್ಲಾನ್ಲ್ ಮಾಡಲು ಟೆಂಡರ್ ಕರೆಯಲಾಗಿರುತ್ತದೆ. ಉಲ್ಲೇಖ (5) ರನ್ವಯ ಟೆಂಡರ್ ಪರಿಶೀಲನಾ ಸಮಿತಿಯು ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳನ್ನು ಎಂಪ್ಲಾನ್ಲ್ ಮಾಡಲು ಹಾಗೂ ಒಪ್ಪಿಗೆ ನೀಡಿರುತ್ತದೆ. ಈ ಹಿನ್ನೆಲೆಯಲ್ಲಿ ರೈತ ಉತ್ಪಾದಕ ಸಂಸ್ಥೆಗಳ ರಚನೆಗೆ ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳನ್ನು ಎಂಪ್ಲಾನ್ಲ್ ಮಾಡಲು ಈ ಕೆಳಕಂಡಂತೆ ಆದೇಶಿಸಿದೆ

**ಆದೇಶಸಂಖ್ಯೆ:ಜಅಇ/ಪಿಸಿ/ಎಫ್‌ಪಿಓ/07/2019-20 ದಿನಾಂಕ:06.09.2019.**

ಪ್ರಸ್ತಾವನೆಯಲ್ಲಿ ವಿವರಿಸಿದ ಅಂಶಗಳ ಅನ್ವಯ ದಿನಾಂಕ:06.09.2019 ರಿಂದ ಜಾರಿಗೆ ಬರುವಂತೆ ಹಾಗೂ ಮುಂದಿನ ಆದೇಶದವರೆಗೆ ಜಾಲ್ತಿಯಲ್ಲಿರುವಂತೆ ಟೆಂಡರ್ ಪರಿಶೀಲನಾ ಸಮಿತಿಯ ಶಿಫಾರಸ್ಸಿನಂತೆ ಟೆಂಡರ್‌ನಲ್ಲಿ ಅರ್ಹಗೊಂಡ ಮತ್ತು ರೈತ ಉತ್ಪಾದಕ ಸಂಸ್ಥೆಗಳ ರಚನೆಯಲ್ಲಿ ಅನುಭವವುಳ್ಳ ಈ ಕೆಳಕಂಡ ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳನ್ನು ಎಂಪ್ಲಾನ್ಲ್ ಮಾಡಿ ಕರ್ನಾಟಕ ರಾಜ್ಯದಲ್ಲಿ ರೈತ ಉತ್ಪಾದಕ ಸಂಸ್ಥೆಗಳ ರಚನೆಗೆ ಕ್ರಮಕೈಗೊಳ್ಳಲು ಆದೇಶಿಸಿದೆ.

ಕ್ರ.ಸಂ	ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಯ ಹೆಸರು	ವಿಳಾಸ
1	CHAITANYA RURAL DEVELOPMENT SOCIETY ®	2 <sup>nd</sup> Floor, Sona Complex, Near S M Circle, Kuvempu Road, Shivamoga- 577201
2	GRAMEENA MAHILA ABHIVRUDDHI SHIKSHANA SAMSTHE	Santhe Bazer, Lingasguru-584122 Raichuru Dist
3	INDIAN SOCIETY OF AGRIBUSINESS PROFESSIONALS	Plot No B1, No B1, Mohan cooperative Industrial Estate, Mathura Road, New Delhi-110044
4	JANASPANDANA DEVELOPMENT SOCIETY (Organization for Agriculture and Rural Development)	3 <sup>rd</sup> Stage, Housing Board, Chikkamagaluru, Karnataka, India.Pin:577 102
5	MAHATMA GANDHI TRUST(R)	No.27, Sonar Street Chamaraja Mohalla, N.S Rd Mysuru-570024
6	NAVACHAITANYA URBAN AND RURAL DEVELOPMENT SOCIETY	Jagamakote post Sidlaghatta Taluk Chikkaballapura Dist-562 102
7	OUTREACH ASSOCIATION OF VOLUNTEERS FOR RURAL DEVELOPMENT	#.205, HBR Layout 2 <sup>nd</sup> Block 1 <sup>st</sup> stage Extension, 80ft Rd, Bangalore-560043
8	SAHYADRI COMMUNITY DEVELOPMENT AND WOMEN EMPOWERMENT SOCIETY	Savinilaya Building Marathikoppa main Road Sirsi-581402
9	SAJJALA SRI SAMAGRA KRISHI ADHYAYANA MATTU GRAMIN ABHIVRUDDHI SAMSTHE	SHIVA SADAN, Opp. Mother water tank, Gurugunta Road, At Post: Lingasugur - 584122 Dist: Raichuru
10	VIKASANA INSTITUTE FOR RURAL & URBAN DEVELOPMENT	#1813, 1 <sup>st</sup> Cross, Bandigowda Layout, Mandya-571401

ವಿವಿಧ ಅನುಷ್ಠಾನ ಇಲಾಖೆಗಳು ಸಂಪನ್ಮೂಲ ಸಂಸ್ಥೆಗಳ ಜೊತೆ ಅನುಬಂಧ 1 ರಲ್ಲಿ ನೀಡಿರುವಂತೆ ಒಪ್ಪಂದಕ್ಕೆ ಸಹಿ ಮಾಡಿ ರೈತ ಉತ್ಪಾದಕ ಸಂಸ್ಥೆಗಳ ರಚನೆ ಕಾರ್ಯಕ್ರಮವನ್ನು ಅನುಷ್ಠಾನಗೊಳಿಸುವುದು.

(ಪ್ರಭಾಷ್ ಚಂದ್ರ ರೇ)

ಆಯುಕ್ತರು  
ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ  
ಹಾಗೂ ನೋಡಲ್ ಇಲಾಖೆ

ಪ್ರತಿಯನ್ನು ಗೌರವ ಪೂರ್ವಕವಾಗಿ ಮಾಹಿತಿಗಾಗಿ ಸಲ್ಲಿಸಿದೆ.

1. ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿಗಳು ಹಾಗೂ ಅಭಿವೃದ್ಧಿ ಆಯುಕ್ತರು ಮತ್ತು ಅಧ್ಯಕ್ಷರು, ಕರ್ನಾಟಕ ರೈತ ಉತ್ಪಾದಕ ಸಂಸ್ಥೆಗಳ ರಾಜ್ಯ ಮಟ್ಟದ ಅಧಿಕಾರಿಯುಕ್ತ ಸಮಿತಿ
2. ಸರ್ಕಾರದ ಕಾರ್ಯದರ್ಶಿಗಳು, ಕೃಷಿ ಇಲಾಖೆ

ಪ್ರತಿಯನ್ನು:

1. ಆಯುಕ್ತರು, ಕೃಷಿ ಇಲಾಖೆ, ಬೆಂಗಳೂರು
2. ಆಯುಕ್ತರು, ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ, ಬೆಂಗಳೂರು
3. ಆಯುಕ್ತರು, ರೇಷ್ಮೆ ಇಲಾಖೆ, ಬೆಂಗಳೂರು
4. ಆಯುಕ್ತರು, ಪಶು ಸಂಗೋಪನೆ ಮತ್ತು ಮೀನುಗಾರಿಕೆ ಇಲಾಖೆ, ಬೆಂಗಳೂರು
5. ನಿರ್ದೇಶಕರು, ಕೃಷಿ ಇಲಾಖೆ, ಬೆಂಗಳೂರು
6. ನಿರ್ದೇಶಕರು, ತೋಟಗಾರಿಕೆ ಇಲಾಖೆ, ಬೆಂಗಳೂರು
7. ನಿರ್ದೇಶಕರು, ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ
8. ನಿರ್ದೇಶಕರು, ರೈತ ಉತ್ಪಾದಕ ಸಂಸ್ಥೆಗಳ ಉತ್ಪಾದನಾ ಕೇಂದ್ರ, ಯು.ಎಚ್.ಎಸ್.ಬಿ.ಆವರಣ, ಜಿ.ಕೆ.ವಿ.ಕೆ. ಬೆಂಗಳೂರು
9. ಅಪರ ನಿರ್ದೇಶಕರು ಹಾಗೂ ಮುಖ್ಯ ಲೆಕ್ಕಾಧಿಕಾರಿಗಳು, ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ
10. ಅಪರ ನಿರ್ದೇಶಕರು, ಆಯುಕ್ತರ ಕಾರ್ಯಾಲಯ ಪಶು ಸಂಗೋಪನೆ ಇಲಾಖೆ
11. ಉಪ ಕೃಷಿ ನಿರ್ದೇಶಕರು, ಜಲಾನಯನ ಕೋಶ, ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ
12. ಉಪ ನಿರ್ದೇಶಕರು ತೋಟಗಾರಿಕೆ (ಪಿ.ಎಂ.ಯು) ತೋಟಗಾರಿಕೆ ಇಲಾಖೆ
13. ಉಪ ನಿರ್ದೇಶಕರು, ಆಯುಕ್ತರ ಕಾರ್ಯಾಲಯ ರೇಷ್ಮೆ ಇಲಾಖೆ
14. ಕಾನೂನು ಅಧಿಕಾರಿಗಳು ಕೃಷಿ ಇಲಾಖೆ



Annexure -1

CONTRACT FOR PROVIDING RESOURCE INSTITUTE SERVICES

Between

Project Monitoring Unit (PMU)  
..... Department

(Name of the client)

And

(Name of the **RESOURCE INSTITUTE**)

**Promotion, Handholding and Guiding FPO's in \_\_\_\_\_ District**

Place: \_\_\_\_\_

Date: \_\_\_\_\_

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## I. FORM OF CONTRACT

### *PERFORMANCE BASED PAYMENT CONTRACT*

This CONTRACT (hereinafter called the "Contract") is made on the \_\_\_\_ day of the Month of \_\_\_\_ 2012 between the Project Monitoring Unit (PMU), \_\_\_\_\_ Department and \_\_\_\_\_ of \_\_\_\_\_ Resource Institute (hereinafter called the "RI"). This contract will come in to effect from the date of signing and shall be valid up to \_\_\_\_\_ .

The contract consists of the services to be rendered/performed by the RI for the PMU as per the various roles, responsibilities and performances laid out in this contract & Annexures for which the RI shall be paid in accordance with the staffing pattern and other expenses as outlined in the contract & Annexures. Payments to the RIs would be based on the various clauses (Including Annexures) of this contract.

#### **WHEREAS**

The PMU/Department has requested the RIs to provide certain services as defined in conditions of contract & Annexures (herein after called the "services".)  
The RIs, having provided the documents to the PMU/Department that they have the required professional skills, and personnel and technical resources, have agreed to provide the services on the terms and conditions set forth in this contract.

NOW THEREFORE the parities (PMU/Department and RI) hereto, hereby agree as follows.

- 1) The following documents attached here to shall be deemed to form an integral part of this contract.

#### **Annexures**

1	Annexure-I	Emoluments / Honorarium for the RI Staff and Service & administrative expenses of the RI
2	Annexure-II	Roles and Responsibilities of the Department
3	Annexure -III	Roles and Responsibilities of the RI & its personnel
4	Annexure- IV	Stages of project development, timeline, deliverable and measures of verification for formation of new FPOs and payment details
5	Annexure -V	RI reporting obligations

- 2) The mutual rights and obligations of the clients and the RIs shall be as set forth in the contract; in particular:
  - a) The RIs shall carryout the services in accordance with the provisions of the contract and
  - b) The client shall make payments to the consultants in accordance with the provisions of the contract.

IN WITNESS WHREROF, the parities here to have caused this Contract to be signed in their



respective names as of the day and year first above written.

## **CONDITIONS OF CONTRACT**

### **1. Relation between the Parties**

1. Nothing contained herein shall be construed as establishing a relation of master and servant or of principal and agent as between the PMU and the RI. The RI, subject to this Contract, have complete charge of their personnel, and shall be fully responsible for the Services performed by them and or on their behalf hereunder.
2. The RI at no point of time claim itself as an implementing agency, RI will be partnering with the department for delivery of specific services to the department. RI shall deliver the services as per the conditions laid down in the contract.

### **2. Law Governing Contract**

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Law.

### **3. Taxes and Duties**

The RI shall pay such taxes, duties, fees and other impositions as may be levied under the Applicable Law.

### **4. Expiration of Contract**

Unless terminated earlier or extended for specific period this Contract shall expire after 36 months from the date of signing the contract when all stipulated services are expected to be completed and all payments have been made by the client after due submission of all project completion report and other documents reports etc. as specified by the PMU along with required bills and vouchers as per the accounting norms.

### **5. Termination of the Contract**

At any point of time during the contract period client holds the right to terminate the contact if RI fails to render the services underlined in the contract in time or in special circumstances even after giving the sufficient time for corrections by giving not less than one month written notice. In such instance's PMU shall cause all the payments for the services rendered by the RI till the date of termination.

### **6. Entire Agreement & Modifications**

This contract contains all covenants and stipulation and provisions agreed by the parties. It shall be in the sole discretion and power of the PMU in explicit concurrence of the RI, alter and modify the terms and conditions governing the contract, issue directions to achieve the desired result and modify the target if found necessary for the smooth functioning of the project. Modifications may only be made by written agreement between the Parties. Each Party shall give due consideration to any proposals for modification made by the other Party.

### **7. Force Majeure**

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party, and which makes a Party's performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.

## **8. Extension of Time in case of Force Majeure**

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure on production of satisfactory evidence.

## **9. Description of Personnel**

- 9.1. The titles, agreed job descriptions, minimum qualification, remuneration and estimated periods of engagement in the carrying out of the Services of each of the RI's Personnel are described in Annexures-I, II, III, VI and V.
- 9.2. Staffing pattern is as under;
  - a. Project Coordinator for a cluster of 5 FPOs
  - b. Project Assistant for a cluster of 5 FPOs
  - c. Two Local Resource Person (LRP) per FPO
- 9.3. The Project Coordinator appointed by the RI can avail Government holidays and one day leave per every completed month. He/She can avail leave with prior intimation to the concerned RI shall ensure that absence due to leave will not delay the progress.
- 9.4. Though Project Coordinator, Project Assistant and Local Resource Person (LRP) are in charge of implementing the programme. RI should take the full responsibility of the staff to deliver the expected services from them. Heads of the RI will be called for meeting either by the PMU or Department whenever required.
- 9.5. RI staff needs to attend the review meetings conveyed by PMU/ Department at regular intervals or as and when required.
- 9.6. RI to setup office at cluster level of 5 FPOs which will be the head quarter for the RI Staff.

## **10. Approval of Personnel**

1. In respect of Key Personnel which the RI proposes to use in carrying out the Services, the RI shall submit the bio data, qualification certificates and experience certificates etc. to the PMU for concurrence. (originals with one set of certified copies)
2. Additionally, RI has to certify for the qualification and the experience of the personnel provided in addition to documents submitted.
3. Any wrong declarations like submitting false certificates, if found later will be considered as "Fraud" and such RIs will be discharged from the contract at any point of time and steps will be taken to black listing/debar/disqualify. Same will be sent to all the Government departments and published on the website.
4. RI should ensure delivery of quality services by its staff through continuous capacity building and by providing motivation.
5. RI Project Coordinator staff should have good communication skill in English and Kannada language.
6. If necessary, the Staff of the RI may be called for interview / discussion by PMU/ Department before approval.

## **11. Removal Replacement of Personnel**

- 11.1. No change of any RI Project Coordinator and staff will be entertained under any circumstances during the stipulated period of 36 months. In special circumstances change of Project Coordinator will be allowed with proper reasons. RI should provide suitable replacement in case any change or if some staff is found not working, salary for that

period will not be paid in addition to a penalty of 2% of the overhead cost payable for that period.

#### 11.2. If the PMU/ Department

1. finds that any of the RI personnel has committed serious misconduct or has been charged with having committed a criminal action, or
  2. has reasonable cause to be dissatisfied with the performance of any of the personnel, then the RI shall, at the PMU/ Departments written request specifying the grounds therefore, forthwith provide as a replacement a person with qualifications and experience acceptable.
- 11.3. Any of the Personnel provided as a replacement under Clauses (a) and (b) above, the rate of remuneration remains as agreed in the contract. The RI shall bear all additional travel and other costs arising out of or incidental to any removal and/or replacement.

### 12. Activities to be performed by the RI s

#### 12.1. Office Establishment

The period of RIs in the programme is 36 months from the date of entering into contract. The RI has to open an office in convenient and centrally located area of the project area with following infrastructure;

1. Minimum furniture- 2 tables, 6 chairs, almirah, display board and a file rack.
2. Computer with internet- should be functional at all point of time.
3. Landline telephone and cellphone of Project Coordinator
4. Display office board as per the specifications and contents provided by the Department.

#### 12.2. Area of operation

Allotted RI will work in specified area as per empanelment.

#### 12.3. RI Responsibilities

1. The RI and its staff have to undertake the activities in the specified area as per annexures attached and as per Karnataka Farmer Producer Organisation Policy 2018, guidelines and circular issued from time to time.
2. Performance shall be measured against the targets as per the plan and payment will be done solely on the basis of performance both quantitatively and qualitatively.

### 13. Accountability:

In cases of irregularities, the project shall not deal with any individuals but only the institutions and it shall be the responsibility of the RI to satisfy the project authorities regarding action taken on any such irregularities. In any such cases, PMU/ Department shall have the right to initiate action as per laws in force.

### 14. Payment to the RI

1. An estimate of the cost of the Services payable is set forth in Annexures I.
2. Except as may be otherwise agreed, payments under this Contract shall not exceed the item wise ceiling specified in the contract. The RI has to implement the activities as notified in the contract as per Annexure III.

### 15. Mode of Billing and Payment

Billing and payments in respect of the Services shall be made as follows:

1. The PMU shall have exclusive rights to invoke EMD for recovering the loss and damages suffered on account of delay or negligence of the RI in performing their part of the obligations under the contract.

2. As soon as practicable and not later than fifteen (15 days) after the end of each calendar month during the period of the Services, the RI shall submit to the Department, in duplicate, itemized statements, accompanied by copies of receipts and vouchers as prescribed for the amount payable.
3. Amount to be paid will be based on the achievements as per the activity chart prepared mutually as per the programme stipulations.
4. The Department shall cause the payment to the RI periodically as given in schedule of payment above within fifteen (15) days after the receipt of bills with supporting documents. Only such portion of a monthly statement that is not satisfactorily supported may be withheld from payment. Any discrepancy is found to exist between actual payment and costs authorized to be incurred by the RI, the Department may add or subtract the difference from any subsequent payments.

#### **16. Records, information and Progress Reports submission**

1. The RI shall maintain clear, accurate duly completed records and documents prescribed by the Department (Like Attendance register, List of all Farmers / FIGs, FPOs) movement register, display of activity chart, collection of different circulars given etc.) and make available to all the concerned officers during their visit.
2. The RI shall create a soft copy of the data base for all the activities carried out.
3. The RI should submit the progress reports of their activities or other activities as desired in the prescribed formats of the department on or before 5th of every month to Department and a copy of the same to the PMU.
4. They shall maintain separate records with respect to funds received and payment under this agreement and the same should be made available to the audit teams if required.
5. Should ensure any statutory auditing of book of accounts with their own cost and report should be submitted to PMU/ Department if demanded.

#### **17. Accounting, Inspection and Auditing**

The RI

1. Shall keep accurate and systematic accounts and records in respect of the Services rendered as specified by the PMU/Department.
2. Shall permit the PMU or its designated representative periodically, even the expiry or termination of this Contract, to inspect the same and make copies thereof as well as to have them for departmental audit purpose if required.
3. Shall be responsible for all audit related to the project

#### **18. Deferral**

1. In case of any eventuality, if work is delayed in relation to stipulated target, maximum of one month's grace period will be allowed. Under no circumstances delay in achieving the given target beyond one month will be condoned.
2. Show cause notice will be issued to the RI if performance is not as per schedule. If reply is not received within 15 days of the notice; If the reply is found satisfactory, another chance will be given to continue the work.
3. In case of further default in execution of work, final notice will be sent to the RI and the RI shall submit the reply within 15 days from the date of receipt of notice. If the reply is found unsatisfactory the PMU/ Department shall terminate the contract forthwith. An appeal can be preferred within 15 days from the date of notice of

termination order by the RI to the PMU/ Department whose order shall be final. Appeals preferred beyond a period of 15 days will not be entertained.

## **19. Termination of the Contract**

### **19.1. By the PMU/ Department**

1. The PMU/ Department may by not less than fifteen (15) days' written notice of termination to the RI given after the occurrence of any of the events under any of the clauses above where termination is referred.
2. If the RI becomes insolvent or bankrupt or enters into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;
3. If the RI fails to comply with any final decision reached as a result of arbitration;
4. If the RI submits to the PMU/ Department a statement which has a material effect on the rights, obligations or interests of the Department and which the RI knows it to be false;
5. If the RI, in the judgment of the PMU/ Department has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
6. If the RI is terminated or black listed subsequently by any of the government undertakings (including in any of the other contracts with other Departments) for poor performance or for fraudulent activities, such contract will terminated with the immediate effect.
7. By any chance the Government ceases the funds to the projects or wind up the project / programme.

### **19.2. By the RI**

The RI may, by not less than fifteen (15) days written notice to the PMU/ Department, such notice to be given after the occurrence of any of the events specified in the following, terminate the contract.

1. If the PMU/ Department fails to pay any money due to the RI pursuant to this Contract and not subject to any disputes within thirty (30) days after receiving written notice from the RI that such payment is overdue;
2. If the PMU/ Department is in material breach of its obligations pursuant to this Contract and has not remedied the same within thirty (30) days following the receipt of the RI' notice specifying such breach;
3. If the PMU/ Department fails to comply with any final decision reached as a result of arbitration.

### **19.3. Payment upon Termination**

Upon termination of this contract shall make the following payments to the RI (after setting-off against these payments any amount that may be due from the RI to the PMU/ Department):

1. Remuneration for Services satisfactorily performed prior to the effective date of termination.
2. Reimbursable expenditures actually incurred prior to the effective date of termination;

### **19.4. Blacklisting of RI**

1. In case of any financial misappropriation criminal proceeding will be initiated by the PMU/ Department of the district in the local court.

2. In such instance's steps will be initiated by the department for blacklisting.

#### 19.5. Disputes about Events of Termination

In case of disputes such party may within fifteen (15) days after receipt of notice of termination from the other Party refer the matter to arbitration and this Contract shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award. The appointment of arbitrator shall be in accordance with the provisions of Arbitration and Conciliation Act of 1996.

#### 20. Other Conditions

1. Provision of RTI Act-2005 shall be applicable to all the RIs
2. The agency which is awarded the task should not sub-contract assigned task to another party.

Signature and seal  
Name of Authorized Signatory of the RI  
Designation

Signature and seal  
Name and designation of the Officer  
Department Project Monitoring Unit ( PMU),  
Government of Karnataka

Witnesses (with Name & Address)

- 1.
- 2.

Date:  
Place:

**Annexure – I**

**Emoluments / Honorarium for the RI Staff and Service & administrative expenses of the RI**

**I. Programme Management Cost at RI level for Block of 05 FPOs**

SL. No	Activity	Unit	Financial Rs in lakhs				
			Cost	1st Year	2nd Year	3rd Year	Total
1	Project coordinator	Cost/ month	0.35	4.20	4.20	4.20	<b>12.60</b>
2	Project Assistant	Cost/ month	0.15	1.80	1.80	1.80	<b>5.40</b>
3	RI overheads	Cost /Month	0.10	1.20	1.20	1.20	<b>3.60</b>
4	<b>Sub-total of 1+2+3</b>			<b>7.20</b>	<b>7.20</b>	<b>7.20</b>	<b>21.60</b>
5	<b>Average cost for forming one FPO</b>			<b>1.44</b>	<b>1.44</b>	<b>1.44</b>	<b>4.32</b>

**II. Emoluments/ Honorarium for the RI Staff**

Sl. No.	Designation	Number	Qualification	Minimum experience	Monthly emoluments
For Block of 5 FPOs					
1.	Project coordinator	1 per 5 FPOs	Any graduate of the University of Agril Sciences /MBA	Minimum of 3 years in project s related to Agriculture and allied sectors	Rs. 35,000 Inclusive of TA (30,000+5,000)
2.	Project Assistant	1 per 5 FPOs	Any graduate	Minimum of 2 years in project s related to Agriculture and allied sectors	Rs. 15,000 Inclusive of TA (12,000+3,000)
At FPO level					
2.	Local Resourse Person (LRP)	2 per FPO	Diploma holder, a local person	Minimum of 2 years in project s related to Agriculture and allied sectors	Rs 6500/ month Inclusive of TA

**III. RI Overheads -Service & administrative expenses of the RI**

Office Rent ,Computer and internet	Limited to Rs.10000/Month- For Block of 5 FPOs
Stationary/Furniture/Electricity and other expenses ,Any other expenses pertaining to the project	
Service charges for RI	The empanelled RIs are eligible for Rs 36000 per FPO as service charges.The service charges of Rs 12000 will be paid at the completion of each corresponding year.

## Annexure -II

### **Roles and Responsibilities of Department.**

1. Supply all the necessary information to the RI for implementation of FPO.
2. To accord the timely sanction to the plan required for the implementation of programme at the project area.
3. Responsible for timely release of funds as per the written communication furnished by the RI.
4. To provide all the technical guidance to the RI.
5. PMU/ Department will visit to project area of FPO during the month and will record his / her observation in the visitor's book as per requirement.
6. Department officials shall compulsorily visit to each and every training program conducted and exposure visit organised and will record their observations in the visitor's book.



## Annexure - III

### Roles and Responsibilities of the Resource Institute (RI)

#### Area of operation:

Each RI will be allotted a cluster of 5 FPOs. RI will have to nominate persons to work as Project coordinator, Project Assistant and Local Resources Person (LRP)

#### Outline of the tasks to be performed are as follows;

##### General

1. RI along with the Staff will work in close coordination and partnership with the PMU and Departments
2. RI should establish a well-equipped project office at the cluster level in a centrally located place with necessary infrastructure including computers with internet connection, telephone etc.
3. RIs are primarily responsible for farmer's mobilization in the project areas. RIs will not handle any finances independently.
4. They are responsible to achieve set of targets with detailed milestones which will be specified.
5. RIs ensure delivery of quality services by its staff through continuous capacity building and by providing motivation.
6. Ensure stability of the staff employed throughout the project period. Department will not accept any staff turnover unless there is a concrete reason agreeable to the department. If there are drop outs, suitable replacement should be given within 15 days.
7. If any of the staff is not doing his/her duties as agreed or not competent to deliver the services RI should be in a position to provide alternate staff.
8. Cluster areas will be selected by the RI in consultation with concerned departments.
9. Responsible for Value chain identification and development in the cluster. FPO formation process should be linked to the value chain identified.
10. A Diagnostic Study is to be conducted by the RI in the selected cluster area to assess the preliminary situation of the farmers and level of agriculture in the cluster area.
11. Feasibility analysis for the formation of FPOs should be carried out by RIs. A normal feasibility study should cover aspects such as financial, technical, legal, political, socio-cultural, environmental, economic and resource feasibility. The Feasibility Analysis will establish a case for promotion of FPCs in the prevailing specific regional environmental context of the FPOs.
12. Other than social mobilization, RI staff needs to create awareness about the project, project key objectives, the need for improving the productive potential,
13. Create linkages to leverage benefits from the various departments
14. Create forum for frequent meetings between various FIGs at different levels.
15. Responsible to submit regular progress reports.
16. RI Project Coordinator Staff should have good communication skill in English and Kannada language.
17. Ensure institutionalization of transparent and accountable systems, which are developed under the project.

- 18 RIs will facilitate constant assessment of performance of various stakeholders like farmer members, governing/executive committee, board of directors and service providers.
- 19 Utilization of grants provided in transparent manner
- 20 Implement the programme as per the policy and guidelines issued from time to time
- 21 Any other assignment related to the project.

**Specific duties**

**FPO formation:**

1. Identification of primary producers/ farmers to form FIG's and identification of already existing Farmer Clubs, User Groups, SHGs, JLGs, Village Watershed Committees, ATMA groups etc., in a cluster which could be considered for organising into FIGs for formation of FPOs.
2. To utilize the baseline data wherever available and to conduct baseline survey, as required.
3. Formation of FIGs based on specific output business needs of the producer farmers.
4. To facilitate FIGs for formation for FPO's.
5. To coordinate with training center/ Institutes and get the required number of members trained.
6. To guide the FPO's in registration as per the Companies Act/ any other Act as permitted.
7. The RI should work with Auditor and ensure RoC compliance and return filing of every FPO in time to avoid penalty.
8. To facilitate constant assessment of performance of the FPO and aid in audit related works.

**b). Capacity Building:**

1. To work in empowering the farmer through FIGs and FPOs.
2. To prepare training material and conduct training and exposure visits.
3. To nurture the FPOs develop organization chart, business plan using of FIGs and FPO, and provide handholding support towards maturity for a minimum period of 3years.

**c). Business Promotion:**

1. To aid in resource mobilisation process of the FPO's.
2. To conduct campaigns to mobilise share capital for the FPO's.
3. To guide the FPO's in obtaining statutory clearances required to carry out business activities.
4. To help the FPO in preparation of business plan models: i.e.
  - i. Major Business for FPO, without participation of FIG
  - ii. Minor business plan for FIG with marketing support by FPO
  - iii Joint venture by both FPO and FIG with mutual investment or individual investment.
5. To aid in development of a brand for the FPO.
6. To link the FPO to the market and financial institutions for credit
7. To aid in creation of required infrastructure for value addition.

### Annexure -IV

#### Stages of project development, timeline, deliverable and measures of verification for formation of new FPOs

Time-line	Key Activities	Deliverables	Means of verification	Payment
1 month	<p><b>Stage One: Pre-project Implementation</b></p> <p>Baseline on volume, value &amp; market access, centrality analysis,</p> <ol style="list-style-type: none"> <li>1. Identification of Product specific clusters</li> <li>2. Feasibility Analysis -break-even estimates</li> <li>3. Project Implementation Plan procurement, inputs, storage and marketing</li> <li>4. FPO coordinator and LRPs identification</li> </ol>	<ol style="list-style-type: none"> <li>1. Detailed Project Report</li> <li>2. List of Product specific clusters and value chain identified</li> <li>3. Database of farmers prepared, computerized and analyzed</li> <li>4. Various interface table prepared</li> </ol>	<ol style="list-style-type: none"> <li>1. Submit DPR to PMU</li> <li>2. Meeting minutes and photographs of meetings to be shared with PMU</li> <li>3. Name and contact details of FPO coordinator and LRPs to be shared with PMU</li> </ol>	5%
2 month	<p><b>Stage Two: Capacity Building</b></p> <ol style="list-style-type: none"> <li>1. Village meetings- identify potential farmers, identify opinion leaders</li> <li>2. Identification of potential farmers for FIG &amp; FPOs, LF Identification</li> </ol>	<ol style="list-style-type: none"> <li>1. LRP identified and training completed on FPO formation</li> <li>2. Trained LRP ready for deployment in field</li> <li>3. Farmers Organized into FIGs</li> <li>4. FIG formed (min 50%) of target</li> </ol>	<ol style="list-style-type: none"> <li>1. List of LRP/ LF trained and ready for deployment</li> <li>2. List of FIGs/FIG registers</li> <li>3. Training curriculum, training report &amp; participant list</li> </ol>	5%
3 month	<p><b>Stage Three: Pre-formation Stage of FPO/Collective and preparation of FPOs business plan through FIG level exercise</b></p> <ol style="list-style-type: none"> <li>1. Start up shareholders campaign</li> <li>2. Identification of training needs &amp; imparting training to promoters and farmers of FPO</li> <li>3. Exposure Visit of Farmers/opinion leaders</li> <li>4. FIGs meeting &amp; orientation started for FPO scoping, vision building exercise &amp;</li> </ol>	<ol style="list-style-type: none"> <li>1. Farmers detailed information (Date Base) list prepared</li> <li>2. Information documented and business plan drafted and shared with FIGs members</li> <li>3. Two modulated trainings imparted to lead/ promoters farmers on Business plan</li> <li>4. Share money from min 250 farmers collected</li> </ol>	<ol style="list-style-type: none"> <li>1. Farmers Data Base to be shared with Nodal Agency (Agriculture Department)</li> <li>2. FIG meeting registers and shareholders list prepared</li> <li>3. Business Plan available at FPO level and known to min 10%</li> <li>4. FPC Accounts Statement</li> </ol>	10%

	<p>exposure visit of promoters farmers</p> <p>5. Generate crop-wise household information with surplus, deficit and gap exists</p> <p>6. FPO forming process initiated</p> <p>7. Finalizing list of FIG members willing to join FPOs and start share money collection</p>	<p>5. FIGs shown some trends/indicators for collective action</p>		
6 Month	<p><b>Stage Four: FPO formation Stage</b></p> <p>1. Identification of FPO promoters by FIGs</p> <p>2. Initiation of statutory process required for formation of FPO like attainment of PAN, DIN of Directors etc</p> <p>3. Membership drive continues and framing of Bye-laws/MoA /AoA, incorporation of FPO</p> <p>4. Training of FIG members promoters on FPOs</p> <p>5. CEO appointment</p>	<p>1. Collectivization arrangements (FPO) Instituted</p> <p>2. Share money from minimum of 500 farmers collected</p> <p>3. Training conducted for farmers</p> <p>4. Certificate of FPO incorporation awarded</p> <p>5. Qualified and well experienced CEO to be recruitment of after FPO registration</p> <p>6. Training the CEO on FPO activities and compliances</p>	<p>1. Minutes of FIG and associative tier meetings, photographs</p> <p>2. List of shareholders to be shared PMU</p> <p>3. Submit the FPO CIN certificate to the PMU</p> <p>4. CEO details to be shared with PMU</p>	10%
12 Month	<p><b>Stage Five: FPO establishment stage</b></p> <p>1. Physical establishment of FPO</p> <p>2. FPO inputs need assessment</p> <p>3. Strengthening FPO – providing services for system development (Operating System, MIS, HR),</p> <p>4. Business Planning Exercise Market Linkages for Produce</p>	<p>1. 1st General Body Meeting conducted within 90 days of incorporation</p> <p>2. FPOs established, office/outlets opened</p> <p>3. FIG members deposited their share money</p> <p>4. FPOs successfully passed in due diligence report prepared by Charter Accountants and submitted</p>	<p>1. Minutes of meeting FIG subscription to FPO collective</p> <p>2. Registration &amp; Compliances</p> <p>3. Minutes of BoDs register</p> <p>4. Business Plan with key business processes</p> <p>5. List of buyers consulted, meeting report &amp; outcome (MoU on price,</p>	10%

	<ol style="list-style-type: none"> <li>5. Establishing the basic infrastructure at FPO HQ</li> <li>6. Working Capital for FPO business</li> <li>7. Linkage between FPO and buyers/marketers</li> <li>8. Developing Labels for FPO Produce</li> </ol>	<ol style="list-style-type: none"> <li>5. FPO/Collective/ Aggregation Structure Placed</li> <li>6. Guiding the FPO to establish the basic infrastructure to carry out their business activities</li> <li>7. Guiding the FPO to use working capital effectively</li> <li>8. Institutional Arrangements for Market Access Placed</li> <li>9. Guiding the FPO to have a label to their produce for better marketing</li> </ol>	<p>volume and grading Certificates from concern departments obtained</p>	
15 month	<p><b>Stage Six:</b> Implementation of business plan of FPO</p>	<p>Business Plan</p> <ol style="list-style-type: none"> <li>1. Minimum 25% of business activities executed as per plan</li> <li>2. Operating System grounded</li> <li>3. Minimum 10% target farmers accessed improved agriculture services including better access to market</li> </ol>	<ol style="list-style-type: none"> <li>1. Business Plan – including financing plan to be shared with PMU/ Department.</li> <li>2. Regulatory approvals for FPO activities</li> <li>3. Farmers Field Book (FFB)</li> <li>4. Increased business turnover of FPOs and reflected in MIS and Balance sheet</li> </ol>	15%
24 month	<p><b>Stage Seven : Post-project sustainability</b></p>	<ol style="list-style-type: none"> <li>1. FPCs &amp; shareholders have started getting income from the business activities and showing growth track</li> <li>2. FPOs are regular in BoD meetings, AGM, internal Audits and Statutory Audits with minimum deviation</li> </ol>	<ol style="list-style-type: none"> <li>1. Copy of Agreement</li> <li>2. Minutes of BoD Register</li> <li>3. FPCs balance sheet</li> <li>4. BoD, AGM registers and Satisfactory Reports of Auditors</li> </ol>	20%
30 Month	<p><b>Stage Eight: Incubation Period</b></p> <ol style="list-style-type: none"> <li>1. Increasing FPO's equity</li> </ol>	<ol style="list-style-type: none"> <li>1. FPOs have formally applied to SFAC/ other institute for equity</li> </ol>	<ol style="list-style-type: none"> <li>1. Due diligence report submitted to SFAC and matching grant</li> </ol>	15%

	though matching grants from SFAC/ Other institute	matching grants 2. Statutory Clearance obtained required to carry out business activities	released to FPOs	
36 Month	<b>Stage Eight: Incubation Period</b> 1. Hand holding support for Productivity Increase, IPM/INM 2. Demonstration conducted on improved agriculture practices 3. Stabilize New Surplus Production System & Farmers in 2nd Crop Cycle	1. Farmers Participated in Improved Horticulture farming system 2. Farmers realized benefits in terms of increased yield and less expenditures 3. Agreement executed between NGO/RI & Livelihood Promotion Organization for long term support 4. BoDs passed resolution for long term agreement	1. List of farmers adopting package of practices 2. No. of farmers supported, areas of demonstration 3. Demo Farmers List	10%

## **Annexure-V**

### **RI Reporting Obligations**

#### **a. Inception Report**

This report will provide details on office establishment, staff recruitment, details on their area of operation and broad methodology and action plan to complete the task. It will be submitted within one month of the start of the assignment. Two (2) copies of the report with an electronic version should be submitted.

#### **b. Progress Reports**

Progress at regular intervals, monthly agreed between the PMU/ Department and RI in specified formats and same has to be sent as soft copy to the head office.

#### **c. Draft Final Report**

The report is the summary of all the tasks performed by the RI in their tenure with issues covered, challenges faced, actions taken and lessons learnt. It should contain details of all the activities conducted and information on different FPOs formed along with minimum of 3 case studies. This will be submitted before six weeks of the completion of the assignment. Two (2) copies of the report along with an electronic version should be submitted.

#### **d. Final Report**

Final Report should be submitted after complying with all the comments and observations of PMU within two weeks of the receipt of the final comments. Three copies of the report along with executive summary should be submitted along with the electronic copy.

