

Attention: NGOs/Private Companies/PCs/ Cooperatives/ Govt. Dept/ etc.

**Convergence of Agricultural Interventions in Maharashtra (CAIM)**

**Programme Management Unit, Sahakar Sankul, Kanta Nagar , Camp , Amravati. Pin - 444602**

**Phone no. 0721-2552475**

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**Inviting Expression of Interest (Eoi) for Shortlisting of Agencies for Implementation of End  
to End Subprojects**  
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Govt. of Maharashtra is implementing "Convergence of Agricultural Interventions in Maharashtra (CAIM) " Programme in Amravati, Akola, Buldhana, Washim, Yavatmal and Wardha districts with the financial Assistance from IFAD and SRTT.

CAIM would like to invite Interested Implementing Agency (IA) to submit their Expression of Interest for implementation of end-to-end subproject in the districts of Amravati (Tiosa, Dharni and Dhamangaon Railway clusters), Buldhana (Dhad and Motala clusters) and Yavatmal (Babulgaon cluster). The agencies currently implementing CAIM programme in other clusters need not apply. The IA qualification criteria are given on the website of Maharashtra state Agricultural Marketing Board, Pune. i.e. [www.msamb.com](http://www.msamb.com), and the programme details are given on [http:// caim.gov.in](http://caim.gov.in)

The hard copy of the EOI proposals should be submitted in sealed envelope not later than 21<sup>st</sup> July, 2014 (17.00 hours) on the address given above. The proposal document with all necessary details can be obtained from: [www.msamb.com](http://www.msamb.com) or the respective DPMT office. Only shortlisted agencies will be contacted.

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**Programme Director,  
CAIM, Amravati.**

## **Eligibility Criteria**

1. NGO/IA should have at least 5 years of experience in implementation of Projects in rural development sector.
2. NGO/IA should be a legal entity ( Should furnish copy of Registration certificate)
3. The NGO/IA should have domain knowledge and experience in at least two or more of the component of the project as below;
  - a. Grassroots mobilization
  - b. Sustainable Agriculture
  - c. Community based infrastructure planning and implementation
  - d. Market Linkage and Small Medium Enterprises (SME)
4. Agency should not be blacklisted by the Government of India, Government of Maharashtra and NABARD. Should furnish Self undertaking that the agency was not blacklisted for receiving funds to be provided
5. The NGO/IA should furnish details for their Office Establishment in the state of Maharashtra.
6. The NGO/IA should have average annual turnover/gross receipts of 25 lakh (past three years)(Audited)
7. The NGO/IA should have at least implemented 4 similar projects with assistance from Government/national organizations/international organizations (Attach copies of MoU or engagement letters)
8. The NGO/IA should submit the Institution profile. In the profile, also include details of IT Registration number, FCRA registration (if available)

## Instructions to bidders

For submission of Expression of Interest (EoI).

1. EoI is invited for short listing of implementing agencies.
2. The interested implementing agencies should submit all the details with relevant documents which help them to satisfy the eligibility criteria.
3. All the contact details and details of the work done should also be submitted in the attached format.
4. EOI should be submitted in English. The proposals in any other language will not be considered.
5. The Interested agency should follow the instructions given in the document while submitting the EOI.
6. The authorized person of the IA should sign on every page of the document along with the stamp of the organization.
7. The page used for the document should be of A4 size (single side printing) and the font used should be 'verdana – 10 size'.
8. The fraudulent policy of the IFAD would be applicable. For details the bidder can visit the official website of IFAD i.e. [www.ifad.org](http://www.ifad.org)
9. In case of any objection/clarification, the organizations can send an email to protest on [caim.pmu@gmail.com](mailto:caim.pmu@gmail.com) within five days from the publishing of the advertisement. In case of any dispute the decision taken by Programme Director, CAIM, Amravati will be final.
10. Any dispute arising out of this process, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the Amravati jurisdiction.
11. The proposal should be submitted in following format.
12. Short listing does not mean selection of Implementing Agencies. Shortlisted IA's will be invited for submission of RFP(Request for Proposal)

## Format for submission of Expression of Interest (EoI)

### Chapter - 1: Background Information about Implementing Agency

- Name of Organisation:
- Year of Establishment:
- Location of Head Office and Branches:
- Mission / Purpose:
  
- Vision:
  
- Details of Governing Body (kindly annex if required):
  
- Organisational Structure (can be annexed also):
  
- Current and ongoing Activities:

Sr. No	Name of Activity	Short Description of activity	Number of Beneficiaries	No. of years	Amount spent
1					
2					
3					
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- Staff Details (In a suitable format describing the name, qualifications, position held in organisation, tenure of service, experience, major skills and major achievements in respect of key staff. The total number of employees with appropriate grouping should however, be mandatory ):
- Assignments/Projects handled:

Sr. No	Name of Assignment	Name of Assignee	Key Activities	Total Funds	Assignment duration	Project area
1						
2						
3						
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- Financial Status

Financial Year	Income	Expenditure	Receipt	Payment	Assets	Liabilities
2010-11						
2011-12						
2012-13						
2013-14		If available.				

(The NGO/IA should submit CA Audited Report in its entirety including all financial statement of the previous three years and Annual Report)

Annexures mandatory with the report:

- Organisational profile
- CA Audited Report for last 3 years
- List of Staff, permanent and temporary
- Registration certificate
- Work order/ Agreement copy of previous experience and current assignments
- Undertaking that the applying organization is not blacklisted by any Government department or any funding agency.