

Form No.:



Government of Manipur
Manipur Organic Mission Agency (MOMA)
Department of Horticulture and Soil Conservation
Imphal, Manipur - 795001
manipurorganic@gmail.com

APPLICATION FORM

Technical Bid for selection and empanelment of Firms/Agencies for Service Provider of Organic Farming under MOVCD-NER, Phase-III in Manipur State as per NPOP Regulation

Sl. No.	Particulars	Write details and attach the proof/ supporting documents required
1.	Name of Firm/Agency	
2.	Office Address	
	Phone No.	
	Email ID	
	Mobile No.	
3.	Registration certificate	
4.	PAN No. of the Firm/Agency	
5.	GST Registration No.	
6.	Experience in ICS Management/ Organic Certification	
7.	Experience in facilitating marketing/ market linkage	
8.	Affidavit stating 'free from black listing, litigation and non-affiliation	Affidavit should be made on Rs.100/- non judicial stamp paper

	with any political/religion/Govt. endowment'	
9.	Earnest money (EMD) of 10,000/- with DD No. and date or exemption certificate	
10.	Experience in Government projects, if any	
11.	Available Manpower: Qualified person/Technical expert in the field of Agricultural Science, Organic farming, etc.	
12.	Any other credentials in the subject area	

We understand that if the details given in application form submitted herewith by us and the support of claims made above if found to be untrue/untenable or verifiable or both, bid may be rejected without any reference to us and the concern authority of Manipur Organic Mission Agency (MOMA) has right to take necessary legal action against the above.

Signature of the bidder/authorized
person
(with official seal)

Place :

Date :

Form Submission Fee – Rs 1000

TERMS AND CONDITIONS

- 1) Short tender is invited from the competent resource agencies experienced in FPC formation, facilitating organic farming and having experience in value chain development and cluster development. Farmers have to be grouped into Farmers Interest Groups (FIGs) at village level and federated into organizations/companies at District /State level as per SFAC's policy and process guidelines for FPC/FPO.
- 2) Crops /commodity specific production clusters will have to be developed in a concentrated mode for ease training, handholding, documentation, ICS Management organic certification involving APEDA accredited agencies through Third party system under NPOP.
- 3) The agency has to provide market linkage with facilitation of export and domestic retail chain. The agency has to provide hand holding, training, ICS management, documentation and also to arrange organic certification as per NPOP/NSOP standard through third party system.
- 4) The proposals should be in accordance with the cost norms of MOVCDNER and the selection procedure will be based on the competence and credentials of the agency/ organization.
- 5) The agency has to provide direct marketing, market linkage and facilitation of export and domestic retail chain in agricultural crops.
- 6) The agency/ organization will get more preference if they are capable to make direct market/ market linkages for the organic certified products with proven track record in similar field.
- 7) Preference will be given to those agencies which has experience in USDA-NOP/EU certification process.
- 8) Applicant organizations should have valid three years Annual reports and audited balance sheets for last three years.
- 9) Preference will be given to those agencies which have earlier experience in Organic farming programme /certification in North Eastern Region and marketing of organic produces.
- 10) Preference will be given to those agencies which has Export-Import certificate from GOI.
- 11) The selected agency will be required to perform the task as under:
 - a. Conversion of conventional fields / farms to organic should ensure necessary technology transfer to farmers and ensure necessary documentation.
 - b. Motivation meetings, orientation programmes for farmers, package of practices for organic farming,
 - c. Formation of farmer's clusters, Registration of farmers, Setting-up of Internal Control System (ICS) and Maintenance of field records (cultivation measures, cultivation problems, pest and disease incidence and control, use of inputs, harvested quantities, post-harvest procedure)
 - d. Drawing of cluster map.
 - e. Carrying out training and exposure visit programmes of farmers as well as the officers/ staff as per need.
 - f. Facilitating in packaging and storage of the produce and also to arrange processing, transport and sale of organically certified produce.
 - g. Any other related activity with organic farming & marketing in the area.
- 12) Presentation of work plan by the empanelled agency
- 13) Duration of the Contract: MOVCDNER is basically a three-year programme. The present tender is for one year only. The extension of work for the subsequent years will depend upon the performance of the service provider and the sanction of Govt.