

राष्ट्रीय सहकारी विकास निगम
NATIONAL COOPERATIVE DEVELOPMENT CORPORATION
F&TD DIVISION

File No. NCDC: 2-6/2020-FISH

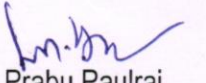
Dated: 13/05/2022

CIRCULAR

Sub: Criteria for the selection of CBBOs by the implementing agencies for implementation of FFPOs under PMMSY – Regarding.

I am directed to refer to Department of Fisheries (DoF), Ministry of Fisheries, Animal Husbandry and Dairying, Government of India letter No. J-1203135/16/2020-Fy dated 29.04.2022 (copy enclosed) conveying therewith broader Criteria for selection of Cluster Based Business Organisations (CBBOs) by the implementing agencies for implementation of Fish Farmers Producer Organisations (FFPOs) under PMMSY. NCDC is an End Implementing Agency for FFPOs organised under cooperative sector.

2. In this regard, all the stakeholders are requested to identify & encourage eligible entities to participate in selection of CBBOs for implementation of FFPOs under PMMSY. Eligible entities may submit their application in the respective prescribed format enclosed herewith along with other necessary formats mentioned in aforesaid DoF letter dated 29.04.2022 which is also hosted on NCDC website: www.ncdc.in.


Prabu Paulraj
Director (F&TD)

To

1. CBBOs empanelled under CSS scheme for formation and promotion of 10,000 FPOs
2. ICAR/State/Central Agriculture Universities/KVKs/Fisheries Universities/College of Fisheries/Central Fisheries Institutes/MPEDA/NFDB
3. Secretary (Fisheries)/Commissioner/Director of Fisheries of all States/UTs
4. RCS of all States and UTs
5. MD, FISHCOFED, New Delhi
6. State Level Cooperative Fisheries Federations of all states
7. Regional Directors of NCDC

Copy to

1. SPS to Dr Rajeev Ranjan, Honorary Advisor, NCDC
2. SPS to MD, NCDC, New Delhi
3. All Divisional Heads in HO/Advisors/Consultants

No. J-1203135/16/2020-Fy
Government of India
Ministry of Fisheries, Animal Husbandry and Dairying
Department of Fisheries

Krishi Bhawan, New Delhi.
Dated the 29th April, 2022

Subject: Criteria for the selection of Cluster Based Business Organisations (CBBOs) by the Implementing Agencies for implementation of FFPOs under PMMSY- regarding.

Sir/Madam,

I am directed to refer to the subject cited above and the approved requisite criteria of eligibility and qualifications and other minimum requirements for selection of the professional organisations as a Cluster Based Business Organisations (CBBOs) for implementation of FFPOs under the PMMSY by the implementing Agencies is enclosed herewith for further necessary action.

This issues with the approval of Competent Authority.

Yours faithfully



(Rakesh Kumar)

Assistant commissioner (Fisheries)

Telefax: 011- 23712390

Encl: As above

To

1. The Chief Executive, National Fisheries Development Board, Hyderabad.
2. The Chief Managing Director, NABARD, Mumbai
3. The Managing Director, NCDC, New Delhi
4. The Managing Director, SFAC, New Delhi

Copy for information to: (i) PS to JS(Marine) and (iii) PS to JS (Inland)

CRITERIA FOR SELECTION OF CBBOs**1. Eligibility Criteria**

The entities intending to submit their application for the role of CBBOs will fulfil the following eligibility conditions:

Particulars	Details	Supporting Documents
Participating entity	<ul style="list-style-type: none"> Category 1: CBBOs already empanelled under Central Sector Scheme for Formation and Promotion of 10,000 FPOs of M/o A&FW by the Implementing Agencies Category 2: Any State/Central Government Agricultural Universities/ KVKs/Quasi Govt. Organizations/ Cooperatives/ Similar Institutions of Central and State govt. promoting FPOs/FFPOs/ farmers' groups, which are not covered under Category 1 above. Category 3: Any legal entity, which are not covered under Category 1 & 2 above, registered in India under the relevant Act, or any institution established under any Act of Government of India or State and in existence for past 5 years will be eligible. 	A complete set of documents required under the laws of India for establishing the applicant's status to operate legally, as applicable, for example, Certificate of Incorporation/ Registration, Registered Partnership Deed, Registered Trust Deed etc.
Financial strength	<p>a. For category 1 CBBOs already empanelled under Central Sector Scheme for Formation and Promotion of 10,000 FPOs of M/o A&FW have already qualified financial strength and hence are exempted from this criterion of financial standing</p> <p>b. Category 2 are exempted from this criterion of financial standing.</p> <p>Category 3</p> <p>a. The applicant should have minimum average turnover of INR 1 crore during the last three (3) financial years with positive net worth.</p> <p>b. If the entity is registered in the Himalayan and NE states/UTs and intends to undertake the role of CBBO in the Himalayan/ NE state and / UTs, in such cases the minimum average turnover will be INR 50 lakhs for the last three (3) financial years with positive net worth.</p>	Duly certified turnover by Chartered Accountant (CA)

Experience	<p>a. For category 1 CBBOs already empanelled under Central Sector Scheme for Formation and Promotion of 10,000 FPOs of M/o A&FW have already qualified experience criteria and hence are exempted from this criterion of experience</p> <p>b. Category 2 are exempted from this criterion of experience.</p> <p>Category 3</p> <p>a. The applicant should have minimum 3 years of experience in mobilization of fishers/ fish farmers/fish workers and vendors/fisheries entrepreneurs/ farmers of agriculture and allied sectors, which should be demonstrated through experience of working with central/ state governments/ PSUs/ national, international, and multi-lateral organizations/co-operatives/CSR projects of corporates/foundations/trusts/FPOs independently or jointly promoted by the entity.</p> <p>b. The entity should have experience in establishing or facilitating production, market linkages for FFPOs/ FPOs/large farmers' groups/fisheries cooperatives/similar institutions /working with the private sector companies in fisheries and aquaculture domain.</p> <p style="text-align: center;">OR</p> <p>The entity should have experience in providing capacity building training programmes, pre- and post-harvest trainings/ demonstrations for FFPOs/ FPOs/large farmers' groups/fisheries Cooperatives/similar Institutions /working with the private sector companies in fisheries and aquaculture domain.</p> <p style="text-align: center;">OR</p> <p>The entity should have experience in facilitating establishment of Pre-harvest/post-harvest infrastructure facilities viz. establishment of hatcheries /boat building yards / fish net manufacturing units /fish processing plants/ curing yards /freezing /cold storages/ cold chain/supply chain management/ branding and promotion etc., for FFPOs/ FPOs/large farmers' groups/fisheries cooperatives/similar institutions.</p>	Copies of work order, MoUs, and any other document that demonstrate the work experience
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Key personnel	Applicable for all Categories (1, 2 & 3) <ol style="list-style-type: none"> The applicant should have professionals/experts in at least (3) out of the (5) domains mentioned under Para- 2 at the time of submitting its application. However, preference will be given to entities having professionals/experts in all (5) domains. An undertaking per Annexure – 2 also needs to be furnished by the applicant stating that it will recruit experts with requisite experience from the remaining domains upon its selection. However, the work order will be issued by Implementing Agency (IA) after completion of the engagement of all the 5 domain experts by the selected entity within two months from the issue of Letter of Award. 	C.V as per Annexure – 1 and other relevant documents regarding qualification and experience of professionals/experts along with the appointment letter and experience certificate Undertaking as per Annexure - 2
Blacklisting	All Categories (1, 2 & 3) <ol style="list-style-type: none"> The applicant as on date of submission of the application should not have been debarred / blacklisted by any central / state government dept./agencies/public sector undertakings (PSU) 	Undertaking/ Self-Declaration for no-debarred and no-blacklisting on the entity's letter head will be submitted.

2. Qualification and Experience of Key Personnel

Professional/ Expert	Required qualification and experience
Fisheries/ Aquaculture Management	<ul style="list-style-type: none"> Postgraduate (Master of Fisheries Science (MFSc.) Fisheries/Aquaculture/ M.Sc. Zoology/ MSc. Marine Sciences/ MSc. Marine Biology/ Masters in Fisheries Economics/ Industrial Fisheries/ Fisheries Business Management/ M.Sc. in Veterinary Sciences (M.VSc) /M.Sc. in Agriculture and allied disciplines) from recognized university with <u>minimum 3 years of relevant experience</u> in fisheries production techniques, technology interventions or marketing of fish seed and working with FFPOs/ FPOs/fisheries cooperatives/similar institutions /working with the private sector engaged in fisheries and aquaculture domain. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> Graduate (Bachelors of Fisheries Science (BFSc.) Fisheries/Aquaculture/ B.Sc. Zoology/ B.Sc. in Marine Sciences/ BSc Marine Biology/ Bachelor in Fisheries Economics/ Industrial Fisheries/ Fisheries Business Management/ Bachelor of Veterinary Science (BVSc) / B.Sc. in Agriculture and allied disciplines) from recognized university with <u>minimum 5 years of relevant experience</u> in fisheries production techniques, technology interventions or marketing of fish seed and working with FFPOs/

	FPOs/fisheries cooperatives/similar institutions /working with the private sector companies, engaged in fisheries and aquaculture domain.
Value Chain	<ul style="list-style-type: none"> • Postgraduate (Master of Fisheries Science (MFSc.) Fisheries/Aquaculture/ M.Sc. Zoology/ MSc. Marine Sciences/ MSc. Marine Biology/ Masters in Fisheries Economics/ Industrial Fisheries/ Fisheries Business Management/ M.Sc. in Veterinary Sciences (M.VSc) /M.Sc. in Agriculture and allied disciplines) from recognized university with <u>minimum 3 years of relevant experience</u> in Value Chain Development, Marketing/Post-Harvest Management/ Processing and working with FFPOs/ FPOs/fisheries cooperatives/similar institutions /working with the private sector companies engaged in fisheries and aquaculture domain. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • Graduate (Bachelors of Fisheries Science (BFSc.) Fisheries/Aquaculture/ B.Sc. Zoology/ B.Sc. in Marine Sciences/ BSc Marine Biology/ Bachelor in Fisheries Economics/ Industrial Fisheries/ Fisheries Business Management/ Bachelor of Veterinary Science (BVSc) / B.Sc. in Agriculture and allied disciplines) from recognized university with <u>minimum 5 years of relevant experience</u> in Value Chain Development, Marketing, Post-Harvest Management/ Processing and working with FFPOs/ FPOs/large farmers' groups/fisheries cooperatives/similar institutions /working with the private sector companies engaged in fisheries and aquaculture domain
Social Mobilization	<ul style="list-style-type: none"> • Postgraduate in social work (MSW) / Master of social science/ Masters in Rural Studies / MBA rural management/ Post graduate diploma in rural development (PGDRD) from a recognized university/ institute with <u>minimum 3 years of relevant experience</u> in mobilization of farmers, field demonstrations, organizing village level meetings etc. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • Graduate in social work (BSW)/ Bachelor of social science/ Bachelor of Rural Studies/ BA in Rural Development from a recognized university/ institute with <u>minimum 5 years of relevant experience</u> in mobilization of farmers, field demonstrations, organizing village level meetings etc.
Information Technology/ MIS	<ul style="list-style-type: none"> • M.C.A or M. Tech in computer science/ Masters in IT from a recognized university/ institute with <u>minimum 3 years of relevant experience</u> of handling IT relevant assignments, MIS development, software development etc. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • B.C.A or B.Tech in computer science/ Diploma in IT from a recognized university/ institute with <u>minimum 5 years of relevant experience</u> of handling IT relevant assignments, MIS development, software development etc.
Accounts	<ul style="list-style-type: none"> • B. Com with <u>minimum 5 years of relevant experience</u> in accounting, auditing, statutory compliance, legal matters, arbitration etc.

ANNEXURE – 1: CURRICULUM VITAE (CV)

Photo	Brief profile 			
Date of Birth				
Nationality				
Employment record				
	Company name	Positions held	From (date/month/year)	To (date/month/year)
Countries of work experience				
Languages known				
	Languages known	Good	Very good	Excellent
Representative's relevant projects				
Nature of work:				

Year:	
Location:	
Company:	
Position held:	
Main features:	
Activities performed:	
Nature of work:	
Year:	
Location:	
Company:	
Position held:	
Main features:	
Activities performed:	
Signature:	Name:
	Phone No:
	Email ID:

ANNEXURE – 2: UNDERTAKING FOR RECRUITMENT OF DOMAIN EXPERTS

DECLARATION

(To be given on the entity's letter head)

Approval of the Competent Authority

I/ we declare that the information/ particulars given by me are true to the best of my knowledge and belief. I agree and provide my consent that I/we shall recruit remaining domain professionals/ experts (*apart from the one's mentioned in our response*) with requisite experience as stated under Section (2) of this document upon its selection. I/ we further agree on the fact that the Implementing Agency (IA) shall only issue the work order after ensuring that experts from all the five (5) domains are available. In case required, the Implementing Agency (IA) shall also ask to replace the expert(s), in case they are found to be non-compliant with the criteria mentioned in this document.

Place:

Date:

Signature of authorized representative

(with seal of the entity and supported by authority letter)

Name of authorized representative

Application format for CATEGORY 1

I	Particulars of the Applicant Entity	
1	Name of the Entity	
2	Date/Year of establishment	
3	Registration/Incorporation No	
4	Address for Correspondence	
5	<p>Contact Details of the Entity in connection with present application</p> <p>(i) Name of the person</p> <p>(ii) Designation</p> <p>(iii) Contact No</p> <p>(iv) E-mail ID of the Contact Person</p> <p>(v) E-mail ID of the Entity</p>	
6	<p>a) Empanelment under Central Sector Scheme for Formation and Promotion of 10,000 FPOs of M/o A&FW done by,</p> <p>b) Districts and blocks allotted for formation of FPOs under 10,000 FPOs scheme</p> <p>c) District/block wise no of FPOs registered so far under 10,000 FPOs scheme</p>	NCDC/NABARD/SFAC/in case any other agency(ies), please specify.

II	<p>Availability of Domain Experts</p> <p>Availability of experts in following 5 domains is preferred, however, entity should have professionals/experts in at least 3 of the following at the time of submission of application. The entity should ensure that the remaining domain experts are available within 2 months from the date of issue of letter of award (i.e., date of empanelment) for issuance of work order.</p> <table border="1" data-bbox="268 510 1326 1151"> <thead> <tr> <th>Sl.No</th><th>Domain/ Area of specialization</th><th>Name of expert</th><th>Qualification</th><th>Experience in the relevant area</th></tr> </thead> <tbody> <tr> <td>1</td><td>Fisheries/ Aqua culture Management</td><td></td><td></td><td></td></tr> <tr> <td>2</td><td>Value Chain</td><td></td><td></td><td></td></tr> <tr> <td>3</td><td>Social Mobilization</td><td></td><td></td><td></td></tr> <tr> <td>4</td><td>IT/MIS</td><td></td><td></td><td></td></tr> <tr> <td>5</td><td>Accounts</td><td></td><td></td><td></td></tr> </tbody> </table>						Sl.No	Domain/ Area of specialization	Name of expert	Qualification	Experience in the relevant area	1	Fisheries/ Aqua culture Management				2	Value Chain				3	Social Mobilization				4	IT/MIS				5	Accounts			
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V	List of proposed Cluster (s)/name of the districts for operation as CBBOs for implementation of FFPOs under PMMSY																																			

	(Justification for proposing the above areas, indicating inter alia, major programmes implemented earlier, achievement made therein by the entity)	
VI	Indicative plan of action for Cluster-wise formation of FFPOs	Please enclose detailed write-up

Declaration-

- a) I/We have read the DoF letter dated 29/04/2022 regarding criteria for selection of CBBOs for implementation of FFPOs under PMMSY while submitting our response. Further, it is understood that this is only an exercise for likely empanelment for the future work (s). It does not confer any right to any party submitting application for further consideration in the process or work allotment.
- b) I/We understand that if we use any unfair means for the empanelment or to get the assignment in future or disclose the classified information to the parties, our empanelment would be cancelled at any time during the contract period.
- c) I/We agree to share any other details apart from the ones requested in this document with the Implementing Agency (IA), as and when required.
- d) I/We hereby declare that no relevant information has been omitted/withheld/altered in the process of furnishing the information with respect to this application.
- e) I/We hereby certify that our entity has not been debarred/blacklisted by any Central/State Government departments/Agencies/PSUs for services of any description

Place:

Date:

Signature

(Name of the authorized signatory)

With seal of the entity

List of documents to be submitted by Applicant Entity-

- i) Self-attested copy of the document accepted under the laws of India for establishing the applicant's status to operate legally, as applicable, for example, Certificate of Incorporation/Registration, Registered Partnership Deed, and Registered Trust Deed etc.
- ii) Self-attested copy of CBBOs empanelment letter issued for Formation and Promotion of FPOs under 10,000 FPOs scheme of M/o A&FW
- iii) Curriculum vitae of the professionals/experts as per Annexure 1 of the DoF letter dated 29/04/2022 regarding criteria for selection of CBBOs for implementation of FFPOs under PMMSY.
- iv) If all 5 domain experts are not available at present, please submit an undertaking for recruitment of domain experts as per Annexure 2 of the DoF letter dated 29/04/2022 for selection of CBBOs for implementation of FFPOs under PMMSY.
- v) Detailed write-up on Indicative plan of action for Cluster-wise formation of FFPOs.

ANNEXURE 4

Application format for CATEGORY 2

I	Particulars of the Applicant Entity	
1	Name of the Entity	
2	Date/Year of establishment	
3	Incorporation Act/Registration No	
4	Address for Correspondence	
5	Contact Details of the Entity in connection with present application (i) Name of the person (ii) Designation (iii) Contact No (iv) E-mail ID of the Contact Person (v) E-mail ID of the Entity	
6	Mandate of the Entity	

II	<p>Availability of Domain Experts</p> <p>Availability of experts in following 5 domains is preferred, however, the entity should have professionals/experts in at least 3 of the following at the time of submission of application. The entity should ensure that the remaining domain experts are available within 2 months from the date of issue of letter of award (i.e., date of empanelment) for issuance of work order.</p> <table border="1" data-bbox="268 510 1326 1151"> <thead> <tr> <th>Sl.No</th><th>Domain/ Area of specialization</th><th>Name of expert</th><th>Qualification</th><th>Experience in the relevant area</th></tr> </thead> <tbody> <tr> <td>1</td><td>Fisheries/ Aqua culture Management</td><td></td><td></td><td></td></tr> <tr> <td>2</td><td>Value Chain</td><td></td><td></td><td></td></tr> <tr> <td>3</td><td>Social Mobilization</td><td></td><td></td><td></td></tr> <tr> <td>4</td><td>IT/MIS</td><td></td><td></td><td></td></tr> <tr> <td>5</td><td>Accounts</td><td></td><td></td><td></td></tr> </tbody> </table>						Sl.No	Domain/ Area of specialization	Name of expert	Qualification	Experience in the relevant area	1	Fisheries/ Aqua culture Management				2	Value Chain				3	Social Mobilization				4	IT/MIS				5	Accounts			
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VI	Indicative plan of action for Cluster-wise formation of FFPOs	Please enclose detailed write-up

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Place:

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Signature

(Name of the authorized signatory)

With seal of the entity

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- iii) If all 5 domain experts are not available at present, please submit an undertaking for recruitment of domain experts as per Annexure 2 of the DoF letter dated 29/04/2022 for selection of CBBOs for implementation of FFPOs under PMMSY.
- iv) Detailed write-up on Indicative plan of action for Cluster-wise formation of FFPOs.

Application Format for CATEGORY 3

I	Particulars of the Applicant Entity
1.	Name
2	Legal status/constitution of the Entity (Public Limited Company/Private Limited Company/Farmers' Producer Company/Partnership Firm/Limited Liability Partnership (LLP)/Trust/Federation of FPOs etc.)
3.	Date of incorporation/registration of the organization/agency/ / Year of establishment and details (<i>Please enclose a copy of Certificate of Incorporation/Registration Certificate/Registered Trust Deed, etc. & the Memorandum and Articles of Association/Bye-Laws,etc.,as applicable to the constitution of theEntity).</i>
4	<p>Please indicate appropriate details for the following (number ,name of there glistering authority,etc.,where applicable)</p> <p><i>i. PAN</i></p> <p><i>ii. TAN</i></p> <p><i>iii. GST</i></p> <p><i>iv. FCRA RegistrationNo.</i></p>

	<p><i>v. Registrations for Gratuity,PF,Insurance,etc.for the employees</i></p> <p><i>vi. ServiceTax</i></p> <p><i>vii. Professional Tax</i></p> <p><i>viii. Any other mandatory /optional registration, as per the local requirement.</i></p> <p><i>(Note:Enclose self-attested copies of PAN, TAN and FCRA,as may be applicable,issued by the competent authorities)</i></p>	
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5	<p>Area /s of operation of the Entity</p> <p>Indicate which ever is applicable from the following:</p> <p>i) Currently operating in a Single state or Multiple States</p> <p>ii) If operating in a single state, please indicate whether it is operating in the same state for which the current application is being made?</p> <p>iii) Please indicate whether the extant Articles/Bye-laws of the Agency allow operating in more than one State? If yes, please indicate the relevant Clause No. In the Articles/Bye-laws of the Agency.</p> <p>iv) If “No”, please indicate the name of the State where the Agency is presently operating.</p> <p>v) If it is a Multi-state agency, please indicate the name(s) of the State(s) where it is presently operating.</p>	<p>Single State/Multiple States</p> <p>Yes/ No</p> <p>Yes/ No</p>
6	<p>Operational experience of the applicant Entity (in years and months)</p> <p>i) Overall</p> <p>ii) In the state where the application is made</p>	
7	<p>Address/es</p> <p>(i) Registered Office/Corporate Office/Main Office</p> <p>(ii) Number of Sub-Office(s)/ Field Office (s),etc.in the country,if any</p> <p>(iii) Number and Address/es of Sub-Office(s)/Field Office(s),etc.in the State for which application has been made now</p>	

8	<p>Contact details of the Entity inconnection with the present Application</p> <p>(i) Name of the Person</p> <p>(ii) Designation</p> <p>(iii) Contact No.</p> <p>(iv) e-Mail ID of the Entity</p> <p>(v) e-Mail ID of the Contact Person</p>	
9	<p>(i) Whether the Entity was “Blacklisted” by any State/Central Government Department/Government promoted institution or any of the Donor / Funding Agency earlier?</p> <p>(ii) If Yes, please furnish the details and the status of revocation of the decision, if any, as on date.</p> <p><i>Note: Please furnish acopy of the letter or documentary proof indicating revocation of the decision issued by the Competent Authority of the Agency, organization,etc.,which has black listed the Applicant Entity.</i></p>	Yes/ No
10	<p>(i) Whether there was/is any Government enquiry, court proceedings or prosecution, etc. instituted against any of the Directors/CEO/any Key Person of the Entity for any offenses?</p> <p>(ii) If Yes, please furnish details.</p>	Yes/ No
II	Management of the Entity	
1a)	Nature of the Management of the Organization (Board/Governing Body/Governing Council, etc.). Indicate briefly about the Managementof the Entity.	
b)	<p>(i) Total number of Directors/Members on the Board/Governing Body (GB) / Governing Council (GC), etc. of the organization as per the Articles of Association / Bye-laws /Memorandum, etc.</p> <p>(ii) No. of Members / Directors on the Board / GB / GC as on the date of application</p>	

2	Details of the Directors/Members on the Board/GB/GC				
	Sl. No.	Name of Director/Member	Age	Educational Qualification	Professional Qualification held, if any@
<p><i>@Please furnish a copy of the proof to reach of the Members claiming Professional qualification. If no proof is furnished, the same shall not be reckoned.</i></p>					
3	KYC details of the Directors/Members on the Board/GB/ GC				
	Sl. No.	Name of the Director on the Board/Member of the GB/GC	Address	PAN No.	
	1				
	2				
	3				
<p>Note: Self attested copies of Proof of Address i.e Aadhaar Card, and PAN for all the Directors on the Board/Member of the GB/GC indicated above to be closed.</p>					
III	Infrastructure & Human Resources				
1	Whether the Organization has/operates any facilities for conducting training programmes in the State where the application is made now				Yes/ No
i)	If yes, please furnish information on the following:				
(a)	Owned/leased /rented				
(b)	Address/location of the facility				
(c)	Classrooms (Indicate Yes or No ,if yes,No.of Classrooms)				
(d)	Separate facilities for dining(Yes/No)				
(e)	Availability of lodging facility for trainees				Yes/ No

	If yes, indicate the total number of rooms and the number of participants who can be accommodated therein.	
ii)	If no training facilities are available as at present, briefly indicate the arrangements identified / available in the State /Clusters proposed in the Application, for conduct of training /capacity building programmes to the stakeholders	
2	Infrastructure for mobility of Management/Staff in the Clusters/ Project area No.of Vehicles available with theEntity (i) 4-Wheelers (ii) 2-Wheelers	
3	Infrastructure related to Computerization of Operations / Data Management, etc. owned by the Entity in the State where Application is being made now	
(a)	No. of Desktop Computers	
(b)	No. of Laptops	
(c)	Others, if any, related to data management (please specify)	
4	Human Resources available with the Entity	
A	At the Entity level	
(a)	Total number of manpower/staff on the rolls (<i>as at the end of the previous month</i>)	
(b)	Of them, number of regular staff (Note: Please furnish copy of any proof, such as previous month's muster,etc. If not available, a certificate issued by the In-charge of Administration Section/Department of the Applicant Agency/ or Chief or any Director of the Applicant Agency maybe furnished)	
(c)	No.of Staff on Contract (contract period exceeding one year)	
(d)	No. of Ad-hoc staff (including staff on contract of less than one year period)	
B	In the State where it proposes to work now (applicable in respect of multi-state Entity and if already has its operations in the State)	
(a)	Total number of manpower/ staff (as on the date of application)	
(b)	Of them, number of permanent staff	
(c)	No.of Staff on Contract (contract period exceeding one year)	

(d)	No. of Ad-hoc staff (including staff on contract of less than one year period)																			
C	Availability of Expert Staff / Specialists having minimum required qualification and experience with the Entity <table border="1" data-bbox="322 398 1484 766"> <thead> <tr> <th>Sl.No.</th><th>Domain/Area of Specialization</th><th>No. of experts available</th></tr> </thead> <tbody> <tr> <td>(i)</td><td>Fisheries/ Aquaculture Management</td><td></td></tr> <tr> <td>(ii)</td><td>Value Chain</td><td></td></tr> <tr> <td>(iii)</td><td>Social Mobilization</td><td></td></tr> <tr> <td>(iv)</td><td>Information Technology/MIS</td><td></td></tr> <tr> <td>(v)</td><td>Accounts</td><td></td></tr> </tbody> </table>		Sl.No.	Domain/Area of Specialization	No. of experts available	(i)	Fisheries/ Aquaculture Management		(ii)	Value Chain		(iii)	Social Mobilization		(iv)	Information Technology/MIS		(v)	Accounts	
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(v)	Accounts																			
D	Whether the Agency will provide an Undertaking to recruit the Experts / Professionals in the domains /areas where they are not presently available with the Entity, if considered for approval as a CBBO in the State?	Yes/No																		
E	<p>(i) If the Entity is not presently operating in this State, indicate the factors which motivated it to propose to work in the State.</p> <p>(ii) In case the Entity has no presence in the State where it applied now, please indicate in detail how you do plan to deploy all the required Experts/Professionals in the proposed programme areas in the State (if you were considered as a CBBO in the State), for ensuring the required continuous hand holding and incubation services to the FPOs/Producer Cooperatives to be promoted.</p>																			
F	Particulars of the Experts / Professionals who are on rolls with the Entity and who may be associated with implementation of the Programme in the Clusters proposed now in the State <p>Availability of experts in following 5 domains is preferable but entity should have professionals/experts in at least 3 of the following 5 domains at the time of application. The entity should ensure that the remaining domain experts are available within 2 months from the date of issuing letter of award (i.e. empanelment issuance of work order).</p>																			

	Sl No.	Domain / Area of Specialization	Name of the Expert	Qualification	Experience in the relevant area (completed years and months)	Indicate major programmes/ projects associated with so far, and specifically with FPOs/ Producer Cooperatives, if any.
	1	Fisheries/ Aquaculture Management				
	2	Value Chain				
	3	Social Mobilization				
	4	Information Technology/MIS				
	5	Accounts				
Please enclose curriculum vitae of all the above professionals/experts as per Annexure 1 of the criteria for selection of CBBOs. If all 5 domain professionals/experts are not available at present, please endorse declaration as per format at Annexure 2.						
IV	Operations of the Entity					
1	Geographical Area(s) of Operations of the Entity					
(a)	Sl. No.	Name of the State/UT	Total No. of districts in the State / UT	No. of Districts having operations		
(b)	Major programmes implemented in Fisheries and Allied sectors in the Project areas					

	<table border="1"> <tr> <th>Sl. No.</th><th>Name of the State</th><th>Sl. No</th><th>Name of the District</th><th>Major Fisheries/ Agriculture /agri-related programmes/projects implemented in the district</th><th>No of FFPOs/FPOs/ Fisheries Cooperatives/LFGs promoted,ifany</th></tr> <tr> <td rowspan="3">1</td><td rowspan="3"></td><td>1</td><td></td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td><td></td></tr> <tr> <td>....</td><td></td><td></td><td></td></tr> <tr> <td rowspan="3">2</td><td rowspan="3"></td><td>1</td><td></td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td><td></td></tr> <tr> <td>....</td><td></td><td></td><td></td></tr> <tr> <td>3</td><td></td><td>1</td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td>2</td><td></td><td></td><td></td></tr> </table> <p><i>Note:Please attach last 3 years' Annual Reports of the Entity</i></p>	Sl. No.	Name of the State	Sl. No	Name of the District	Major Fisheries/ Agriculture /agri-related programmes/projects implemented in the district	No of FFPOs/FPOs/ Fisheries Cooperatives/LFGs promoted,ifany	1		1				2							2		1				2							3		1						2			
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2 (i)	<p>Financial aspects of the major Operational Areas in the past 3 years Turn over/Utilization of Funds</p> <p style="text-align: right;">(Amount Rs.lakh)</p> <table border="1"> <tr> <th>Year</th><th>Turnover / Amount of Funds Utilized in the year</th></tr> <tr> <td>2021-22</td><td></td></tr> <tr> <td>2020-21</td><td></td></tr> <tr> <td>2019-20</td><td></td></tr> <tr> <td>Average of 3 years</td><td></td></tr> </table>	Year	Turnover / Amount of Funds Utilized in the year	2021-22		2020-21		2019-20		Average of 3 years																																					
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	<p>*The Areas / Sectors may be (i) Fisheries, Agriculture and allied to Agriculture (ii) Health (iii) Education (iv) Environment, including forest area protection (v) Water Conservation and Management (vi) Social Mobilization and Empowerment (including promotion of SHGs, Joint Liability Groups, etc.), (vii) Livelihood Programmes (other than in Fisheries/Agriculture/allied.), (viii) Women and Child Welfare, etc. as may be categorized/classified by the applicant Agency</p>				
(iii)	<p>Implementation of Programmes in Fisheries, Agriculture and allied to Agriculture (including formation of FPOs)</p>				
(iv)	<p>(Amount Rs. lakh)</p>				
	Year	Total Turnover / Utilization of Funds during the year	Of (B), turnover / amount of funds utilized towards fisheries/ agriculture and allied to agri-programmes (including formation of FFPOs/FPOs)	% Turnover/ Funds utilized towards fisheries/ agriculture and allied to agri-programmes (including formation of FFPOs/FPOs)	Of (C), amount of funds Utilized towards FFPOs/FPOs/ Fisheries Cooperative Programme
	(A)	(B)	(C)	(D) = $[(C)/(B)] \times 100$	(E)
	2021-22				
	2020-21				
	2019-20				
	Total (of 3 years)				
	<p>Top 3 Programmes / Projects implemented in Fisheries, Agriculture and allied to Agriculture sector (in terms of Utilization of Funds in that year)</p>				
	<p>(Amount Rs. lakh)</p>				
	Sl. No.	Name of the Programme/Project	Amount off unutilized during the year	Major donor / funding / sponsoring agency for the programme/project	
	A	2021-22			
	(1)				
	(2)				

	(3)								
	B	2020-21							
	(1)								
	(2)								
	(3)								
	C	2019-20							
	(1)								
	(2)								
	(3)								
3	Top 3 Donor/ Funding Agencies in the past 3 years and the particulars of The programmes/projects sanctioned to the Applicant Entity (interm sof Sanction of funds/grant amount to the Entity) <div style="text-align: right;">(Amount in Rs. lakh)</div>								
	2021-22			2020-21			2019-20		
	Name of the Donor/ Funding agency	Name of the Progra mme/ project	Amount Sanctioned	Name of the Donor/ Funding agency	Name of the Program me project	Amount Sanctioned	Name of the Donor/ funding agency	Name of the Program me/ project	Amount Sanctioned
V	Experience and Achievement in Formation and Promotion of FFPOs/FPOs/Fisheries Cooperatives/Large Farmer Groups (LFGs), if any.								

1	<p>No.of FFPOs/FPOs/Fisheries Cooperatives/Large Farmer Groups (LFGs) Promoted since establishment of the Entity</p> <p>A. FFPOs/FPOs/Fisheries Cooperatives</p> <table border="1"> <thead> <tr> <th data-bbox="300 383 451 768">No.of States where FFPOs/ FPOs promoted</th><th data-bbox="451 383 571 768">Total No.of FFPOs /FPOs promoted so far</th><th data-bbox="571 383 722 768">Out of (B),No. of FFPOs/ FPOs registered</th><th colspan="3" data-bbox="722 383 1190 461">No.of FFPOs / FPO sregistered as</th><th data-bbox="1190 383 1366 768" rowspan="2">Total Member-ship of all the Registered FFPOs/ FPOs</th><th data-bbox="1366 383 1541 768" rowspan="2">Average Member-ship per registered FFPOs/ FPO/ Fisheries Cooperative</th></tr> <tr> <th></th><th></th><th></th><th data-bbox="722 461 887 768">Producer Company</th><th data-bbox="887 461 1078 768">Producer Cooperative</th><th data-bbox="1078 461 1190 768">Other</th></tr> <tr> <th>(A)</th><th>(B)</th><th>(C)</th><th>(D)</th><th>(E)</th><th>(F)</th><th>(G)</th><th>(H)=(G)/(C)</th></tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </thead></table> <p>Large Farmer Groups (LFGs)*</p> <table border="1"> <thead> <tr> <th data-bbox="300 1014 539 1193">No.of States where LFGs promoted</th><th data-bbox="539 1014 810 1193">Total No.of LFGs formed so far</th><th data-bbox="810 1014 1153 1193">Total No. of Farmers involved</th><th data-bbox="1153 1014 1505 1193">Av. No. of Farmers per LFG</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td></tr> </tbody> </table> <p><i>* A Large Farmer Group (LFG) is considered as a group of farmers of ≥ 2500 in Plain areas and ≥ 500 in Hilly areas and North Eastern Region</i></p> <p><i>Details to be furnished as per Appendix</i></p> <p><i>(a) Please attach a detailed Write-up on the LFGs promoted by the Agency containing, inter alia, LFG-wise location, sponsoring/ funding agency, objectives of farmer group formation, nature of incubation/ handholding services provided by the Agency, present status of various activities undertaken by the LFG, future/long term plan of the Agency with respect to the operations/activities of the Group, etc.</i></p>	No.of States where FFPOs/ FPOs promoted	Total No.of FFPOs /FPOs promoted so far	Out of (B),No. of FFPOs/ FPOs registered	No.of FFPOs / FPO sregistered as			Total Member-ship of all the Registered FFPOs/ FPOs	Average Member-ship per registered FFPOs/ FPO/ Fisheries Cooperative				Producer Company	Producer Cooperative	Other	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)=(G)/(C)									No.of States where LFGs promoted	Total No.of LFGs formed so far	Total No. of Farmers involved	Av. No. of Farmers per LFG				
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2	<p>Major Sponsoring/Sanctioning Agencies for Formation and Promotion of FFPOs/FPOs/Fisheries Cooperatives.</p>																																						
(i)	<p>Particulars may be furnished in respect of Top 3 FFPOs/FPO Sponsoring / Sanctioning Agencies for Formation and Promotion of FFPOs/FPOs/Fisheries Cooperatives as per the following:</p>																																						

	Sl. No.	Name of The Sponsoring / Sanctioning Institution / Agency*	Total grant Fund sanctioned by the Institution/ Agency for formation / promotion of FFPOs/FPOs	No.of FFPOs/FPOs /Fisheries cooperatives /LFGs sanctioned for promotion by the Sponsoring/ Sanctioning Institution/ Agency	No.of FFPOs/FPOs /Fisheries Cooperatives /LFGs promoted so far against the total sanctioned Programme (indicate the No. Of Fisheries Cooperatives & LFGs in brackets)	Out of (E), No. of Registered FFPOs/FPOs/ Fisheries Cooperatives, if any
	(A)	(B)	(C)	(D)	(E)	(F)
	1					
	2					
	3					
	<p>*The Sponsoring institution/agency may be NABARD, Small Farmers' Agri-business Consortium (SFAC), any State Government Department/agency,any Ministry/Dept.of GoI, any Corporate under its CSR programme,etc.</p>					
3	Geographical distribution of the FFPOs/FPOs/Fisheries Cooperatives promoted by the Entity (cumulative status as on the date of application)					
	Sl. NO	Name of The State	Total No. Of Districts in the State	No.of Districts where FFPOs/ FPOs have been promoted	Total No.of FFPOs/FPOs/ Primary Cooperatives promoted in the State	Of (E),No.of FFPOs/FPOs/ Primary Cooperatives Registered
	(A)	(B)	(C)	(D)	(E)	(F)

4	Type/Nature of the FFPOs/FPOs/Fisheries Cooperatives promoted by the Agency (details to be furnished in respect of <u>Registered agencies only</u>)		
	Sl. No.	Nature of FFPOs/FPOs/Fisheries Cooperatives Promoted with respect to the major "Focus" Crop(s)/Activity	No. Registered of FFPOs/ FPOs /Fisheries Cooperatives
	1	FFPOs/FPOs/Fisheries Cooperatives of Fish and Fisheries Product	
	2	FPOs/Producer Cooperatives of Food Grains (Cereals, Millets, Coarse Grains, Pulses, Oilseeds etc)	
	3	FPOs/Producer Cooperatives of Horticultural Crops (Fruits, Vegetables, Spices, Medicinal and Aromatic Crops, Plantation Crops, Flowers etc.)	
	4	FFPOs/FPOs/Fisheries Cooperatives off armersadoptingorganic aquaculture/ agriculture practices	
	5	FFPOs/FPOs/Fisheries Cooperatives of Export-Oriented/high value fish and fisheries product, crop producing farmers	
	6	FFPOs/FPOs/Fisheries Cooperatives of other 'focus' crops' farmers/activities (pl. specify)	
5	Facilitation Services Provided by the Entity to the FFPOs/FPOs/Fisheries Cooperatives and LFGs promoted by it and their impact on the business performance of the FPOs (cumulative/ overall status)		
(i)	Total No. of FFPOs/FPOs/Fisheries Cooperatives (Registered) and LFGs (promoted by the agency)		
(ii)	Of the (i) above, No. of FFPOs/FPOs/Fisheries Cooperatives and LFGs which are credit-linked with banks/financial institutions		
(iii)	% FFPOs/FPOs/Fisheries Cooperatives and LFGs which are credit-linked with banks/financial institutions to total FFPOs/FPOs/Fisheries Cooperatives and LFGs [(ii)/(i)] x100]		
(iv)	No.of FFPOs/FPOs/Fisheries Cooperatives and LFGs which are market-linked (APMCs/Direct Procurement by the user industries/e-NAM/ Commodity Markets,etc.)		
(v)	% FFPOs/FPOs/Fisheries Cooperatives and LFGs which are market-linked to total FFPOs/FPOs/Fisheries Cooperatives and LFGs [(iv)/(i)]x100]		

(vi)	No of FFPOs/FPOs/Fisheries Cooperatives and LFGs which are undertaking value addition/processing of produce with required license,if any																																																																																	
(vii)	% FFPOs/FPOs/Fisheries Cooperatives and LFGs which are undertaking value addition/processing of produce with license to total FFPOs/FPOs and LFGs [(vi/(i)) x100]																																																																																	
6	<p>Training and capacity Building conducted on FFPOs/FPOs Programme/ Fisheries Cooperative to various Stakeholders</p> <p>Particulars of Training and Capacity Building programmes conducted directly by the Entity (not through thirdparty/other agencies) to the FFPOs/FPOs/Fisheries Cooperative personnel (Board of Directors / Management Personnel/CEO / Accountant, etc.) and to other Stakeholders in the domain of FFPOs/FPOs and their activities,if any, may be furnished as under:</p> <table><tr><th>Sl. No.</th><th>Name of the Programme</th><th>Normal duration of the Programme (No.ofdays)</th><th>Total No. of Programmes conducted so far</th><th>Total No. of Trainees participated sofar</th></tr><tr><td><i>I</i></td><td colspan="4"><i>Programmes to the Board of Directors /Management Personnel of FFPOs/FPOs/ FisheriesCooperatives</i></td></tr><tr><td>1</td><td></td><td></td><td></td><td></td></tr><tr><td>2</td><td></td><td></td><td></td><td></td></tr><tr><td>.....</td><td></td><td></td><td></td><td></td></tr><tr><td></td><td colspan="2">Sub-Total</td><td></td><td></td></tr><tr><td><i>II</i></td><td colspan="4"><i>Programmes to the CEOs of FFPOs/FPOs/Fisheries Cooperatives</i></td></tr><tr><td>1</td><td></td><td></td><td></td><td></td></tr><tr><td>2</td><td></td><td></td><td></td><td></td></tr><tr><td>.....</td><td></td><td></td><td></td><td></td></tr><tr><td></td><td colspan="2">Sub-Total</td><td></td><td></td></tr><tr><td><i>III</i></td><td colspan="4"><i>Programmes to the Accountants of FFPOs/FPOs/Fisheries Cooperatives</i></td></tr><tr><td>1</td><td></td><td></td><td></td><td></td></tr><tr><td>...</td><td></td><td></td><td></td><td></td></tr><tr><td></td><td colspan="2">Sub-Total</td><td></td><td></td></tr><tr><td><i>IV</i></td><td colspan="4"><i>Programmes to other Stakeholders associated with FFPOs/FPOs/ Fisheries Cooperatives (such as Bankers, Government Departments/Officials, Corporates implementing CSR programmes, etc.)</i></td></tr></table>		Sl. No.	Name of the Programme	Normal duration of the Programme (No.ofdays)	Total No. of Programmes conducted so far	Total No. of Trainees participated sofar	<i>I</i>	<i>Programmes to the Board of Directors /Management Personnel of FFPOs/FPOs/ FisheriesCooperatives</i>				1					2										Sub-Total				<i>II</i>	<i>Programmes to the CEOs of FFPOs/FPOs/Fisheries Cooperatives</i>				1					2										Sub-Total				<i>III</i>	<i>Programmes to the Accountants of FFPOs/FPOs/Fisheries Cooperatives</i>				1					...						Sub-Total				<i>IV</i>	<i>Programmes to other Stakeholders associated with FFPOs/FPOs/ Fisheries Cooperatives (such as Bankers, Government Departments/Officials, Corporates implementing CSR programmes, etc.)</i>			
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	1				
	2				
				
		Sub-Total			
7	Particulars of Award/Prize/Felicitation, etc. received by the Agency/Organization or any of the FFPOs/FPOs/ Fisheries Cooperatives promoted by it				
	Sl. No.	Name of the FFPOs/FPOs/ Fisheries Cooperatives	Name/Nature of the Award/ Prize /Felicitation	Name of the Organizing/ Sponsoring Agency	Date of issue Award/Prize/ Felicitation to the FFPOs/FPOs/ Fisheries Cooperatives
	<i>Note: Please enclose copy/copies of the Certificate, etc. issued by the Organizing/ Sponsoring Agency /Agencies</i>				
VI	Performance of the FFPOs/FPOs/Fisheries Cooperatives promoted by the Agency				
	Sl. No.	Particulars	FY2021-22	FY2020-21	FY2019-20
	(i)	Total No. of Registered FFPOs/FPOs/Fisheries Cooperatives as at the end of the Financial Year			
	(ii)	Out of (i) above, No. of FFPOs/FPOs/Fisheries Cooperatives which registered Business turnover of Rs. 50 lakh or above			
	(iii)	% of FFPOs/FPOs/Fisheries Cooperatives to total FFPOs/FPOs/Fisheries Cooperatives which registered business			

		Turn over of Rs.50 lakh or above in the financial year $\{[(ii)/(i)] \times 100\}$				
	(iv)	Out of (i) above, No. of FFPOs/FPOs/Fisheries Cooperatives which registered Net Profit in the financial year				
	(v)	% of FFPOs/FPOs/Fisheries Cooperatives to total number FFPOs/FPOs/Fisheries Cooperatives which registered Net Profit in the financial year $\{[(iv)/(i)] \times 100\}$				
VII	Governance & Compliances					
	Conduct of Board/Governing Body/ Governing Council Meetings					
	Minimum No. of Board / Governing Body / Governing Council, etc. Meetings to be conducted in a year as per the Byelaws, Articles of Association of the Agency, etc.					
	Actual No. of Board Meetings conducted during the financial years					
	2021-22					
	2020-21					
	2019-20					

Auditing of Books of Account of the Entity			
Please furnish particulars on the following:			
Financial Year	Whether Accounts audited (Yes/No)	If yes, indicate the Name and Address of the Auditors	Date of Auditors' Report
2021-22			
2020-21			
2019-20			
<p><i>Note: Please enclose copies of Financial Statements audited and certified by the Auditors along with their Report for the above years. If these details are included in the respective e Annual Reports of the agency, the same may be indicated.</i></p>			

3	Filing of Statutory Returns by the Agency/Organization				
	Please indicate "Yes"/"No"/"NA" (Not Applicable) for the status of filing of following returns to the competent authorities.				
	Sl No.	Particulars of the Return / Statement	Status of Submission/Compliance		
	1	Annual Report	2021-22	2020-21	2019-20
	2	Updated list of the members of the Board/Governing Body, etc.			
	3	Financial Statements			
	4	Income Tax Returns			
	5	Compliance under the FCRA, 2010			
6	Important Resolutions				
<p><i>Note: Please attach a copy of Income Tax returns submitted for all the 3 years and the copies of the Compliance under FCRA for the years filed/submitted.</i></p>					
VII I	Briefly present your achievements in the promotion of FFPOs/FPOs/Fisheries Cooperatives and facilitation /promotion services, if any.				
1					
2					

IX	Present Proposal of the Entity to act as a CBBO																			
	<p>Considering your present proposal for consideration as a CBBO, please furnish particulars on the following:</p> <p>(a) Proposed Cluster(s) and District(s) in the State for operation as a CBBO</p> <table border="1" style="width: 100%;"> <tr> <th style="text-align: center;">SI No.</th> <th style="text-align: center;">Name of the District</th> <th style="text-align: center;">Names of the Cluster</th> <th style="text-align: center;">Potential Business Plan if any</th> </tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>(a) Justification for proposing the above project area (brief description)</p> <p>(b) <i>Manpower planning</i>: Experts and other key personnel proposed to be deployed exclusively for successful implementation of the envisaged programme may be indicated as per the following.</p> <p>(c) Detailed write-up on indicative plan of action for Cluster-wise formation of FFPOs.</p>				SI No.	Name of the District	Names of the Cluster	Potential Business Plan if any												
SI No.	Name of the District	Names of the Cluster	Potential Business Plan if any																	

Sl. No.	Particulars of the manpower assessment for the Proposed project area	No. of personnel proposed to be deployed	No. of persons Already available /to be deployed From the existing Manpower of the Organization / Entity	No. of personnel to Be recruited
1	Programme Coordinator/ Manager			
2	Experts/Professionals			
(i)	Fisheries/ Aquaculture Management			
(ii)	Value Chain			
(iii)	Social Mobilization			
(iv)	Information Technology/ MIS			
(v)	Accounts			
3	Project Accountant			
4	Other key supporting personnel/ staff			
(i)	Pl. specify			
(ii)	Pl. specify			
.....	Pl. specify			
	Total			

Declaration-

- a) I/We have read the DoF letter dated 29/04/2022 regarding criteria for selection of CBBOs for implementation of FFPOs under PMMSY while submitting our response. Further, it is understood that this is only an exercise for likely empanelment for the future work (s). It does not confer any right to any party submitting application for further consideration in the process or work allotment.
- b) I/We understand that if we use any unfair means for the empanelment or to get the assignment in future or disclose the classified information to the parties, our empanelment would be cancelled at any time during the contract period.
- c) I/We agree to share any other details apart from the one's requested in this document with the Implementing Agency (IA), as and when required.
- d) I/We hereby declare that no relevant information has been omitted/withheld/altered in the process of furnishing the information with respect to this application.
- e) I/We hereby certify that our entity has not been debarred/blacklisted by any Central/State Government departments/Agencies/PSUs for services of any description

Place:

Date:

Signature

(Name of the authorized signatory)
With seal of the entity

List of documents to be submitted by CSR Organizations-

- (i) Self-attested copy of the certificate of incorporation/registration/registered partnership deed/ registered trust deed etc.
- (ii) Self-attested copy of the duly certified turnover by Chartered Accountant (CA)
- (iii) Copies of work order, MoUs and any other document that demonstrate the work experience
- (iv) Curriculum vitae of all the Experts / Professional expert as per Annexure 1 of the DoF letter dated 29.04.2022 regarding criteria for selection of CBBOs for implementation of FFPOs under PMMSY.
- (v) If all 5 domain experts are not available at present, please submit an undertaking for recruitment of domain experts as per Annexure 2 of the DoF letter dated 29/04/2022 for selection of CBBOs for implementation of FFPOs under PMMSY.
- (vi) A Write Up on the Large Farmer Groups (LFGs) promoted by the Applicant, if applicable (as indicated at para V.1 of the Application)
- (vii) Last 3 years' (2021-22, 2020-21 and 2019-20) Annual Reports of the Corporate which promoted CSR Organization/Foundation (if the applicant is a CSR Foundation/Organization of a corporate)
- (viii) Last 3 years' (2021-22, 2020-21 and 2019-20) Annual Reports, audited Financial Statements along with Auditors' Report of the applicant entity
- (ix) Self-attested copies of Income Tax Returns for the past 3 years (2021-22, 2020-21 and 2019-20) of the Applicant.
- (x) Self-attested copies of Compliance under the FCRA, 2010 (if applicable)
- (xi)** Particulars of the FFPOs/FPOs/LFGs promoted by the entity as per the format indicated in **Appendix 5 (A-1)**.

List of documents to be submitted by other Entity excluding CSR Organizations-

- i. Self-attested copy of the certificate of Incorporation/Registration Certificate/Registered Trust Deed, etc. as applicable to the constitution of the Entity (as indicated at Item No.I.3. of the Application)
- ii. Self-attested copy of the memorandum and articles of association/ Bye-Laws, etc., as applicable to the constitution of the Entity (as indicated at ItemNo.I.3.of the Application)
- iii. Self-attested copies of PAN, TAN and FCRA, as may be applicable, issued by the competent authorities, in respect of the Applicant Entity (as indicated at Item No.I.4. of the Application)
- iv. Copy of the letter or documentary proof indicating revocation of the decision issued by the Competent Authority of the Entity, etc., which has blacklisted the Applicant Entity (as indicated at Item No. I.9. of the Application).
- v. Duly certified turnover by Chartered Accountant (CA)
- vi. Copies of work order, MoUs and any other document that demonstrate the work experience
- vii. Copies of the proof of professional qualification claimed for each of the Members (as indicated at ItemNo. II.2 of the Application).
- viii. Self-attested copies of Proof of Address and PAN for all the Directors on the Board/ Member of the GB/ GC of the Applicant Entity to be enclosed (as indicated at Item No.II.3 of the Application).
- ix. If all 5 domain experts are not available at present, please submit an undertaking for recruitment of domain experts as per Annexure 2 of the DoF letter dated 29/04/2022 for selection of CBBOs for implementation of FFPOs under PMMSY.
- x. *Curriculum vitae* of all the Experts / Professional expert as per Annexure 1 of the DoF letter dated 29.04.2022 regarding criteria for selection of CBBOs for implementation of FFPOs under PMMSY.
- xi. 3 years (2021-22, 2020-21 and 2019-20) Annual Reports of the Organization/ Agency (as indicated at Item No.IV.1 of the Application).
- xii. Detailed write-up on Indicative plan of action for Cluster-wise formation of FFPOs.
- xiii. A Write Upon the Large Farmer Groups (LFGs) promoted by the Organization, if applicable (as indicated at paraV.1 of the Application)
- xiv. Copy of the Certificate, etc. issued by the Sponsoring Agency in respect of any Prize/ Award/ Felicitation awarded to the Applicant Agency or to any FFPOs/FPOs promoted by the Agency (as indicated at paraV.7 of the Application)

- xv. Last 3 years' (2021-22, 2020-21 and 2019-20) audited Financial Statements along with Auditors' Report of the Organization/ Agency (as indicated at Item No.VII. 2 of the Application).
- xvi. Self-attested copies of Income Tax Returns for the past 3 years (2021-22, 2020-21 and 2019-20) of the Organization/ Agency (as indicated at Item No.VII .3 of the Application).
- xvii. Copies of Compliance to FCRA, if applicable (as indicated at Item No.VII. 3 of the Application).
- xviii. Particulars of the FFPOs/FPOs / Fisheries Cooperatives/LFGs promoted by the Entity as per the format prescribed *Appendix 5* (A-1).
