

SMALL FARMERS' AGRI-BUSINESS CONSORTIUM
(A Society under Department of Agriculture, Cooperation & Farmers Welfare,
Ministry of Agriculture & Farmers Welfare, Govt. of India)
NCUI Auditorium Building, 5th Floor, 3, Siri Institutional Area
August Kranti Marg, Hauz Khas, New Delhi – 110016

No. SFAC/Empanelment CA/2018-19

Date: 05.08.2019

EXPRESSION OF INTEREST FOR EMPANELMENT OF AGRI-BUSINESS
CONSULTANTS

Applications are invited from Chartered Accountant as Agri-Business Consultants for empanelment with Small Farmers Agri-Business Consortium (SFAC) for carrying due diligence exercise of Farmer Producer Companies (FPCs) who apply for sanction of Equity Grant under Equity Grant & Credit Guarantee Fund Scheme. Last date for submission of application is 30th August, 2019.

For complete details about eligibility, consultancy charges, terms & conditions etc. please visit SFAC website www.sfacindia.com / <https://eprocure.gov.in/epublish/app>

MANAGING DIRECTOR

EMPANELMENT OF AGRI-BUSINESS CONSULTANTS

Applications are invited from the firms/LLPs of Chartered Accountants for empanelment of Agri-Business Consultants with Small Farmers Agri-Business Consortium (SFAC) for carrying Due Diligence exercise of FPCs who apply for sanction of Equity Grant as per guidelines of its Scheme of Equity Grant & Credit Guarantee Fund Scheme. The last date for submission of application is 30th August, 2019.

SCOPE OF WORK

SFAC sanction Equity Grant to Farmer Producer Companies located at various States in the Country. A due diligence exercise is to be conducted before sanction of Equity Grant by doing field visit of the FPC as per Scheme guidelines of Equity Grant & Credit Guarantee Fund Scheme details of which are available on our website www.sfacindia.com. Chartered Accountant firms and Limited Liability Partnerships (LLPs) in India with at least two full times FCA (Partner/Sole Proprietor) can apply for empanelment as Agri-Business Consultants with this office for the purpose of conducting due diligence exercise of Farmer Producer Companies (FPCs) which apply for sanction of Equity Grant under the Scheme on the following parameters:

- a) Governance
- b) Business and Business Plan Viability
- c) Management Capability
- d) Financials.

Job where services of a Chartered Accountant (CA) are required other than due diligence may also be entrusted at the discretion of SFAC. Remuneration for such assignment will be decided on mutually agreed terms.

ELIGIBILITY CRITERIA

Chartered Accountant firms and LLPs in India with at least two fulltime FCA (Partner/Sole Proprietor) can apply for empanelment as Agri-Business Consultant with this office. The prospective applicants who do not fulfil the minimum eligibility criteria will not be considered.

- a) The applicant should have minimum 3 years of experience. In support of eligibility, Registration Certificate should be furnished.
- b) The CA firms having experience in formation/carrying due diligence exercise of Farmer Producer Companies (FPC) shall be preferred. Supporting documents to be furnished.
- c) The applicant should not be blacklisted by any organisation/Institution. Applicant should not be under any legal action for indulging in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice with any Indian Central/ State Government Ministry/ Department/ PSU/ Government Company. In support of this eligibility criterion, Self- declaration should be provided.

Undernoted parameters will be the basis of selection:

Particulars	Scoring
Experience of the firm/LLP	Minimum 3 years experience as Chartered Accountant. The firm should conducting due diligence of FPCs and have dealt with Central/State/PSU/Society/Cooperative for benefit of farmers. 5 points for each year of experience maximum 25 marks
Experience in formation/carrying due diligence exercise of FPCs.	The CA firms having experience in formation of Farmer Producer Companies (FPC)/carrying due diligence exercise of FPCs shall earn 10 points for each formation of FPC subject to maximum 50 marks.
Offices in more than one district of State	The CA firms having offices in more than one district of State shall be preferred. With office in more than one district of State will be earning 5 marks per district maximum of 25 marks.

Please note:

- 1) To enclose all relevant documents in support as per the above requirement of SFAC.
- 2) State wise panel shall be prepared with maximum of 25 Agribusiness consultants from each State.
- 3) Experience of conducting due diligence of FPCs shall put in higher bracket, if same score is earned by more than one Consultant.
- 4) Tenor of the final list prepared by SFAC will be for 2 years.
- 5) Minimum marks for empanelling will 70 marks out of total 100 marks.

HOW TO APPLY:

Applications for empanelment of Chartered Accountant as Agri-Business Consultant in the undernoted format accompanied by attested copy of registration certificate of applicant organization/firm, a copy of its latest Annual Report and Last Audited Annual Accounts and past experience details must be sent to the Managing Director, Small Farmers Agri-Business Consortium (SFAC), on above given address so has to reach on or before 30th August, 2019. The application should be submitted in sealed envelope duly superscription “**Expression of Interest for Empanelment of Agri-Business Consultants**” and sent by speed post or by hand or in person as has reached before the last date.

Sl. No.	Particulars	Details
1	Name	
2	Address	
3	Details of offices/ Branches in District/State	

4	Applicant's profile	
5	Experience	
6	Experience in formation/ carrying due diligence exercise of FPOs	
7	Others	

After finalisation of the panel, A MoU shall be entered with respective Consultant detailing work requirement, consultancy charges, terms & conditions of payment, responsibilities etc. please refer to SFAC website www.sfacindia.com for selected panel.

WORK ALLOTMENT:

Applications for sanction of Equity Grant to Farmers Producer Companies (FPCs) registered under part IXA of Companies Act, 1956, located throughout the Country received by SFAC will be assigned to empanelled Agri-Business Consultant from the State, preferably, nearby State where the FPC's registered office is situated, to undertake field visit to complete due diligence exercise on the following parameters:

- a) Governance
- b) Business and Business Plan Viability
- c) Management Capability
- d) Financials.

Thereafter, the Consultant will be required to submit his report within 15 days from the date of receipt of work order on the prescribed format in original duly signed and mentioning membership no. on each page alongwith six site photographs. He will also be required to submit his report online for which one time password will be provided in the work order. For any delay in submission of the report, SFAC reserves the reserves the right to refuse payment of consultancy charges.

CONSULTANCY CHARGES:

Rs. 15000/- all inclusive plus applicable taxes shall be payable after receipt of original report in the prescribed time frame. However, in case of extension of time is required, consent from SFAC in advance shall be obtained by the Consultant advising the reasons for delay.

OTHER TERMS & CONDITIONS

1. SFAC reserves the right to call for any further information. Any information furnished by the applicant found to be incorrect at any stage would render them being declared ineligible.
2. SFAC shall not be responsible for any postal delay.
3. Incomplete application may summarily lead to rejection of the application.
4. The competent authority shall have the right to reject any or all the bid without assigning any reason

5. No application will be accepted after the SFAC deadline for submission as above and in the event of any application being submitted after the closing time for submission of application, the same shall not be considered.
6. In case the services of the applicant are not found satisfactory, the SFAC reserves the right to cancel the contract any time.

Memorandum of Understanding (MOU)
Between
(_____ Institute of _____)
and SFAC

This Memorandum of Understanding (MOU) is signed on the day of ___ month ___ year ___ BETWEEN _____ having its registered office at _____ hereinafter referred to as _____ which expression shall include its successors and assigns of the first part

AND

Small Farmers' Agri-Business Consortium (SFAC), a Society registered under Societies Registration Act, 1860, having its Head Office at 5th floor, NCUI Auditorium Building, 3 Siri Institutional Area, August Kranti Marg Haus Khas, New Delhi-110016 referred to as SFAC which term shall include its successors and assigns etc. of the second part.

_____ and SFAC collectively referred to as PARTIES.

1. Whereas the Second Party desires to avail of the services of First Party for the purpose of carrying out due diligence exercise for Farmer Producer Companies (FPCs).

2. This Agreement will be effective from _____ to _____ a period of two years which may be extended further as mutually agreed upon.

3. Use of Services and Expertise SFAC would utilize the services of the first party _____ in the following areas for.

The services will be utilized for carrying due diligence exercise for FPCs who apply for sanction of Equity Grant.

4. General obligations

i) No information or documents acquired by first party shall be disclosed to a third party without the written consent of the Second Party.

ii) The Parties agree that merely on the basis of this MOU, no legally binding obligation is cast upon either of the PARTIES, unless specific agreement(work order) is given by second party, whereupon, the terms of the specific agreement(work order) shall govern the rights and obligations of the PARTIES.

iii) This MOU shall be construed and governed by the Laws of India.

iv) This MOU shall be valid for a period of two years from the date of its signing. However, the agreements, work order, if any, included under this MOU shall be valid till the end of contracting obligations and responsibilities of the two parties. The validity of this MOU can be extended with the mutual consent of the two Parties in writing and this MOU can be terminated by either of the Parties by giving one month notice in writing, without assigning any reason subject to completion of the assignments in hand and payment of balance fee of various assignments including those on hand.

5. Due diligence will be done the undernoted parameters:-

- a. Governance
- b. Business and Business Plan Viability
- c. Management Capability
- d. Financials

6. Job where services of a Chartered Accountant (CA) are required other than due diligence may also be entrusted at the discretion of SFAC.

7. In case of any dispute concerning this Agreement, the same shall be referred for adjudication to the MD, SFAC. M.D., SFAC or his nominee shall be the sole arbitrator and provisions of Arbitration & Conciliation Act 1996 will apply to the said arbitration. The venue of such Arbitration will be Delhi.

IN WITNESS WHEREOF the parties hereto have executed this Memorandum of Understanding as on the date written above at New Delhi.

(Second Party)

(First Party)

Director
Small Farmers' Agri-business Consortium
NCUI Auditorium Building,
5th Floor, 3, Siri Institutional Area,
August Kranti Marg,
Hauz Khas, New Delhi - 110016

Witness _____

Witness _____