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**OFFICE OF THE GENERAL MANAGER: DISTRICT INDUSTRIES CENTRE:**

At/Po-BHAWANIPATNA, District- KALAHANDI, PIN-766001

Letter No: 145

Date: 25.01.2021

To

The District Informatics Officer,  
NIC, Kalahandi, Bhawanipatna.

Sub: - Empanelment of District resource Person under PM-FME Scheme.

Ref: - Letter No. 24 Dt.05.01.2021 of Managing Director-cum- State Nodal Agency PMFME, APICOL, Bhubaneswar.

Sir,

In inviting a reference to the letter and subject cited above, I am to inform you that Ministry of Food Processing Industries, Govt. of India have lunched "Scheme for Formalization of Micro Food Processing Enterprises (PMFME). As per Operational Guideline the District Resource Person (DRP) will be appointed for providing hand holding support to the individual beneficiaries or groups.

In view of the above you are requested to place the advertisement as well as the Term of Reference (ToR) in the District Website ([www.kalahandi.nic.in](http://www.kalahandi.nic.in)) so that the interested applicants can apply for the post. Early action in this matter is highly solicited.

Encl: Advertisement and ToR for empanelment of the DRPs.

Yours faithfully

General Manager-cum-  
District Nodal Officer, PMFME  
D.I.C., Kalahandi

Memo No. 146

Dt. 25.01.2021

Copy submitted to the Managing Director, APICOL, Bhubaneswar, Odisha for favour of kind information and necessary action.

General Manager-cum-  
District Nodal Officer, PMFME  
D.I.C., Kalahandi

Memo No. 147

Dt. 25.01.2021

Copy submitted to the Director of Industries, Odisha, Cuttack/ Collector-cum- Chairman, District Selection Committee (PMFME), Kalahandi for favour of kind information and necessary action.

General Manager-cum-  
District Nodal Officer, PMFME  
D.I.C., Kalahandi

Memo No. 148

Dt. 25.01.2021

Copy forwarded to LDM, SBI, Kalahandi/ Chief Executive, DSMS, Kalahandi/ District Fisheries Officer, Kalahandi/ DPC, Mission Shakti, Kalahandi for favour of kind information and necessary action.



General Manager-cum-  
District Nodal Officer, PMFME  
D.I.C., Kalahandi



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**Advertisement**

129 /2020-21/

Date: 25.01.2021 & Place: Bhawanipatna

**Expression of Interest for Empanelment of District Resource  
Person under State Implemented Centrally Sponsored Scheme  
"PM Formalization of Micro Food Processing Enterprises  
(PMFME)"**

Government of India, Ministry of Food Processing Industries has launched a Centrally Sponsored Scheme "PM Formalization of Micro Food Processing Enterprises (PMFME)" and implemented by MSME Department, Govt of Odisha to address the challenges faced by the micro enterprises. The scheme will provide back ended subsidy for the formalization of existing and to be established micro-food processing enterprises both to individuals and groups. The detailed scheme guidelines can be viewed on [www.mofpi.gov.in](http://www.mofpi.gov.in) .

As per the operational guidelines of PMFME at section 9.3.8, Resource Persons will be engaged through empanelment for providing handholding support to the individual beneficiaries or groups for preparation of DPR, assisting in facilitation for availing bank loan, support for obtaining necessary registration and licenses etc.

Expression of Interest is invited from eligible person for empanelment as District Resource Person so as to reach this office by 05.02.2021. One template for Application. Form and Terms of Reference can be viewed at Kalahandi district website [www.kalahandi.nic.in](http://www.kalahandi.nic.in) .

General Manager-  
cum- District Nodal Officer,  
PMFME, DIC, Kalahandi

**Application Form for District Resource Person (DRP) under PM  
Formalization of Micro Food Processing Enterprises (PMFME) in -----  
District**

**1. Basic Information**

Name of the Applicant	
Father's Name	
Date of Birth	
Gender	
Permanent Address	
Current Address	
E mail Id	
Mobile No	
Land Line No	
PAN	
Aadhar Card	

**2. Educational Qualification**

Qualification	Institution/University	Year of Completion	Marks Obtained	Percentage

**3. Work Experience (Please start from current assignment)**

Organization	From	To	Designation	Location	Work Profile/ Activities undertaken

**4. Details of work carried out for promotion of Micro Enterprises under various schemes in last five years**

Name of Scheme	Year	Entrepreneurs motivated (Number)	Micro Enterprises Set up (Number)	Total Micro Enterprises Set up in a year (Number)

**5. Professional References**

Name of the Person	Designation	Mobile	Email	Relation

**6. Certification**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Client, and/or sanctions by the Bank.

Date [DDMMYYYY]

Signature

(Name: )

## Terms of Reference for selection of District Resource Persons (DRP) for implementation of PMFME Scheme in Odisha

### I. QUALIFICATIONS:

The District Resource Person (DRP) should have the following qualifications:

- a. Diploma / degree in Food Technology / Food Engineering from reputed State / National / International universities / Institute.
- b. 3-5 years experience in providing consultancy services to food processing industries for technology up-gradation, new product development, quality assurance, food safety management etc.
- c. In absence of candidates in the above two criteria, persons with experience in food processing industries, banking, DPR preparation and training will be considered.

### II. ROLES AND RESPONSIBILITIES:

To provide handholding support to individual units and groups for preparation of DPR, taking bank loan, support for obtaining necessary registration and licenses including food standards of FSSAI, Udyog Aadhaar, GST etc. The empanelment will be initially for one year and will be renewed from year to year based on satisfactory performance and coterminous with the scheme.

### III. PAYMENT:

Payment would be made on the basis of each beneficiary supported by them after sanction of loan to them by the bank. Payment to each DRP would be Rs. 20,000/- per bank loan sanctioned. 50% of the payment would be made after sanction of bank loan and remaining 50% after the unit takes GST & Udyog Aadhaar registration, takes standard compliance of FSSAI, implement the project and is given training.

### IV. SELECTION CRITERIA

The tentative criteria for selection will be as follows:

Sl. No.	Selection Criteria	Marks
I	<b>Education</b>	<b>30</b>
a	Diploma / degree in Food Technology / Food Engineering from reputed State / National / International universities / Institute.	30
b	Diploma / degree in Agriculture / Horticulture / Veterinary Sciences / Fisheries / Community Management from reputed State / National / International Universities / Institute.	20

c	Diploma / degree in other disciplines with experience in food processing.	10
<b>2</b>	<b>Experience</b>	<b>40</b>
a-1	3-5 years experience in providing consultancy services to food processing industries for technology upgradation, new product development, quality assurance, food safety management etc	20
a-2	1-3 years experience in providing consultancy services to food processing industries for technology upgradation, new product development, quality assurance, food safety management etc	15
a-3	<1 years experience in providing consultancy services to food processing industries for technology upgradation, new product development, quality assurance, food safety management etc	10
b	Experience in banking, DPR preparation and training	10
c	Community Mobilization / working with Groups	10
<b>3</b>	<b>Interview</b>	<b>30</b>
a	Understanding PMFME Scheme	10
b	Understanding of Food Processing Sector, Local Scenario, Challenges etc.	10
c	Vision for Implementation	10
<b>Total</b>		<b>100</b>