



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

Near Sureswari Temple, Sonapur Dist-Subarnapur Pin-767017

E-mail- [dicsubarnapur@nic.in](mailto:dicsubarnapur@nic.in)

Ph-06654-220865

Notification No.....80...../Dt.....25/01/21...../Sonapur

**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 guideline 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 individuals beneficiaries or group 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 **09.02.2021**. One template for application form and Terms of Reference can be viewed at Subarnapur District Website [www.subarnapur.nic.in](http://www.subarnapur.nic.in) / [www.apicol.co.in](http://www.apicol.co.in)/

General manager  
DIC, subarnapur  
*(Signature)*  
25/01/2021



**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 Aadhar 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
1	Education	30
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>



**ଆପିକଲ**

ଓଡ଼ିଶା କୃଷି ପ୍ରୋତ୍ସାହନ ଓ  
ପୁଞ୍ଜିଲଗାଣ ନିଗମ ଲିଡ଼  
(ଓଡ଼ିଶା ସରକାରଙ୍କର ଏକ ସଂସ୍ଥା)



**APICOL**

The Agricultural Promotion and  
Investment Corporation of Odisha Ltd.  
(A Wholly owned Corporation of the Government of Odisha)

Ref. No. 24 /APICOL,  
From

Dated the 5<sup>th</sup> January, 2021

Dr. Pravat Kumar Roul  
Managing Director

To

The Director of Industries-cum-Nodal Officer, PMFME Scheme  
Odisha, Bhubaneswar

Sub:  
Sir,

Empanelment of District Resource Persons under PM-FME

It is to bring your kind information that Ministry of Food Processing Industries (MoFPI), Govt of India have launched "Scheme for Formalization of Micro food processing Enterprises (PMFME). The scheme will provide back ended subsidy @ 35% for the formalization of existing and to be established micro-food processing enterprises both to individuals and groups.

As per the operational guidelines of PMFME, District Resource Persons (DRP) will be appointed for providing handholding support to the individual beneficiaries or groups for preparation of DPR, assisting bank loan, support for obtaining necessary registration and licenses etc. Govt. in MSME Department vide letter no. 6891 dt. 21.12.2020 have constituted the Selection Committee with the following Officers as members.

- |   |                  |
|---|------------------|
| a. Collector or his nominee                               | :Chairman        |
| b. Lead District Manager                                  | :Member          |
| c. District Head, ORMAS                                   | :Member          |
| d. District Head under the ODOP corresponding Directorate | :Member          |
| e. General Manager of respective DIC / RIC                | :Member-Convener |

Further, MSME Department vide letter No. 7110 dt. 30.12.2020 have communicated the advertisement and ToR there under towards empanelment of DRPs (Copy enclosed).

Hence it is requested to issue necessary instructions to the General Manager of respective DIC / RIC of the districts to go ahead with the selection process and complete the empanelment within a month following a free, fair and transparent process.

Yours faithfully,

Enclosure: Advertisement and ToR for empanelment of DRPs

Memo No. 05 /APICOL,

Copy to the District Manager, DIC-cum-  
information and necessary action.

**MANAGING DIRECTOR-cum  
State Nodal Agency-PMFME**

Dated the 5<sup>th</sup> January, 2021

District Nodal officer PMFME (All) for

Memo No. 06 /APICOL,

Copy submitted to the Principal Secretary  
Odisha for information.

**MANAGING DIRECTOR**

Dated the 5<sup>th</sup> January, 2021

to Government, MSME Department,

**MANAGING DIRECTOR**

Baramunda, Bhubaneswar-751 003, Odisha (India), Tel. : 91-674-2354125, Fax : 2354006

ବରାମୁଣ୍ଡା, ଭୁବନେଶ୍ୱର-୭୫୧୦୦୩, ଓଡ଼ିଶା (ଭାରତ), ଫୋନ୍ ନଂ - ୯୧-୬୭୪-୨୩୫୪୧୨୫, ଫାକ୍ସ : ୨୩୫୪୦୦୬

Website : www.apicol.co.in, www.apicol.nic.in, Email : apicol96@yahoo.com