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Government of NCT of Delhi

Bid Document

for

“COMPREHENSIVE RESEARCH STUDY ON PATTERN OF FARMING AND TO ASSESS THE COSTING AND INCOME FROM CULTIVATION OF MAJOR CROPS IN DELHI”

Planning Department

GNCTD

6th Level, B-Wing,

Delhi Secretariat, I.P.Estate,

New Delhi-110002

11.08.2021

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Factsheet: Bids Inviting Document for Study of “Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi”

1	Tender ID	No.18(161)/2021-2022/Monit./Plg./
2	Tender date	11.08.2021
3	Bid issued by	Planning Department, GNCTD
4	EMD	The EMD of Rs. 25,000/- (Rupees twenty five thousand only) in the form of a Demand Draft OR Fixed Deposit Receipt or Bank Guarantee issued by any Nationalized/Scheduled Commercial bank in favour of DDO, Planning Department, GNCTD, payable at New Delhi, and should be valid for 90 days beyond the date of bid submission
5	Performance Bank Guarantee (PBG)	Bank Guarantee as mentioned in Appendix IV
6	Nodal Officer for correspondence and clarification	Sh. Surendra Kumar, Assistant Director Email: delhibudget@gov.in Phone No. 011-23392139
7	Language of Proposal	Proposals should be submitted in English language only
8	Validity of Proposal	Proposals must remain valid for 180 days after the submission date
9	Last date of bid submission	20.08.2021 by 15.00 hours
10	Opening of Bid	20.08.2021 by 15.30 hours

Chapter 1: Instructions to Bidders

PREPARATION OF PROPOSAL

i. Proposal Preparation Costs

The bidder shall be responsible for all costs incurred in connection with participation, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by PLANNING DEPARTMENT, GNCTD to facilitate the evaluation process or all such activities related to the bid process.

PLANNING DEPARTMENT, GNCTD will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

ii. Language

The Proposal should be filled by the Bidder in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the Proposal, the English translation shall govern.

The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.

CONSORTIUM

Consortium or sub-letting is not allowed for the evaluation study.

FINANCIAL BID EVALUATION

- A. The Bid without valid Earnest Money Deposit will not be considered.
- B. The Bidder with lowest financial bid (L1) will be awarded the evaluation study.
- C. Only fixed price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.
- D. The bid price in INR should include all taxes & levies.
- E. Any conditional bid would be rejected.
- F. If a firm quotes NIL charges/consideration, the bid shall be treated as unresponsive and will not be considered.
- G. Errors & Rectification: Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".

APPOINTMENT OF SUCCESSFUL BIDDER**Award Criteria**

PLANNING DEPARTMENT, GNCTD will award the evaluation study to the successful bidder.

Right to Accept Any Proposal and To Reject Any or All Proposal(s)

PLANNING DEPARTMENT, GNCTD reserves the right to accept or reject any proposal, and to annul the tendering process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for PLANNING DEPARTMENT, GNCTD action.

Performance Guarantee

PLANNING DEPARTMENT, GNCTD will require the selected bidder to provide an irrevocably, unconditionally Performance Bank Guarantee, within 5 days from the Notification of award, for a value equal to 10% of total contract value. The Performance Guarantee shall contain a claim period of sixty days beyond the date of completion of all contractual obligations. The selected bidder shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of evaluation study. In case the selected bidder fails to submit performance guarantee within the time stipulated, PLANNING DEPARTMENT, GNCTD at its discretion may cancel the order placed on the selected bidder without giving any notice. PLANNING DEPARTMENT, GNCTD shall invoke the performance guarantee in case the selected Vendor fails to discharge their contractual obligations during the period or PLANNING DEPARTMENT, GNCTD incurs any loss due to Vendor's negligence in carrying out the project implementation as per the agreed terms & conditions.

Award of work

After PLANNING DEPARTMENT, GNCTD notifies the successful bidder that its proposal has been accepted, PLANNING DEPARTMENT, GNCTD shall issue a letter for award of work with terms and conditions.

Agency may submit its proposal along with EMD in sealed envelope super-scribed as **Proposal for Conduct of "Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi"** should be

sent at the following address:

Director (PES),
Planning Department, GNCTD,
6th Level, B Wing, Delhi Secretariat, IP Estate
New Delhi 110002

- Last date of submission of bid (in the format enclosed) shall be 15.00 hours on 20.08.2021
- The bid will be opened at 15.30 hours on 20.08.2021.

Planning Department, GNCTD will not be responsible for any delay of submission/ delayed delivery of the bids under any circumstance. If the last date for submission of bid is declared a holiday by the Government, then the same can be submitted on the next working day before 15.00 hours. Bids receiving after the due date & time will not be considered.

Chapter 2: Conditions of Contract

The other general terms and conditions applicable to assignment under this Scheme will be:

- i) The assignment should be completed within the time stipulated in the agreement. 1% penalty for everyday of delay will attract in either of the two milestones i.e (i) Completion of survey and interviews and (ii) Submission of draft report. The Planning Department, GNCTD may condone the penalty after recording the reasons in writing thereof.
- ii) The Government shall not pay any extra amount for any escalation in the cost of the assignment beyond the time period stipulated in the agreement.
- iii) The total fee for the study as agreed with the organization will include GST and other taxes, if any, and the liability of payment of the taxes will be of the agency conducting the study.
- iv) The data & draft/ final reports and the contents there of would be the intellectual property of the Government and would not be used/published by the Institution.
- v) If the performance of the Institution during the course of the study is not found to be satisfactory, the work award can be terminated and the performance guarantee will be invoked and the amount already paid to the Institution will be recovered.
- vi) The raw data/ processed data/ findings should not be disclosed by the institution to any third party.
- vii) Planning Department, GNCT of Delhi reserves the right to reject any proposal without assigning any reason there of.

Chapter 3: Documents Required

The willing agency may submit proposal along with following documents :

1. Certificate of registration of agency.
2. Filled in form at Appendix I (Particulars of Bidder).
3. The EMD of Rs. 25,000/- (Rupees twenty five thousand only) in the form of a Demand Draft OR Fixed Deposit Receipt or Bank Guarantee issued by any Nationalized/Scheduled Commercial bank in favour of DDO, Planning Department, GNCTD, payable at New Delhi, which should be valid for 90 days beyond the date of bid submission.
4. Amount quoted in the format at Appendix II (Price Bid) to conduct study should be in sealed envelope. **It should be inclusive of all applicable taxes.**

Chapter 4: Specifications and allied technical details

1. OBJECTIVE OF SURVEY

Delhi, the capital city of India has an area of 1483 Sq. Km. Out of which 75.1% is Urban Area and 24.90 % is Rural Area as per the Census 2011. As per agriculture census 2016, total cultivable area relating to agricultural and horticultural activities in 29000 hectares out of total geographical area of 1483 Sq. Km. In Delhi. Total no. of farmers in Delhi 21000 (approximately). The total contribution of agriculture is less than 1% of GSDP. Though there are farmers in Delhi but there is no consolidated data on the actual condition of farmers is available. The Govt. Proposes to conduct a **“Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi”** with objective to know the Major Crops being grown along with grade and quality, average yield of various crops, main channels for sale, price realization of the last two years at least-both for Kharif and Rabi, proportion of tenant farmers etc.

2. METHODOLOGY OF SURVEY

For the purpose of this study, a random sampling will be done for selection of farmers to be surveyed in the villages of Delhi. A questionnaire has been designed by Planning Department. The field enumerator will collect the information from approximate 1000 farmers in the questionnaire designed for this purpose.

"In addition to the quantitative survey, the agency should also undertake a qualitative survey (through semi-structured in-depth interviews) with farmers and intermediaries. The objective of the in-depth interviews will be to better understand the challenges faced by the farmers and the intermediaries, Further, the in-depth interviews should also explore farmers' aspirations for the future, and how they (and other farmers like them) will change their behaviour.

The agency should plan to conduct 35 in-depth interviews with farmers and 15 in-depth interviews with intermediaries, with sufficient variation across gender, location (district), crop grown, and income profile. The agency should share the audio recordings (with respondents' consent) and transcripts of these interviews with the government, and also a description of the broad themes that emerged during the interviews. Representatives of the government may accompany the field investigators for some of the in-depth interviews. "

3. SAMPLING DESIGN

A total of 1000 Farmers would be surveyed across Delhi in 25 Villages with approximately 40 households from each village with sufficient variation across location(Districts) crop grown and income profile. The survey would be based on the schedule appended which would be canvassed to the randomly selected farmers in the Villages.

5. PREFERRED TEAM COMPOSITION

The survey team would comprise of minimum 25 surveyors with each completing 40 surveys in the span of 7 days to cover the selected villages alongwith in-depth interviews with farmers and intermediaries. Minimum 5 supervisors would head a team of at least 5 surveyors to ensure that the survey process is smooth and streamlined.

5. TIMELINE

Sl. No	Particulars	Deadline	Time Period
1.	Finalization of Proposal and Draft Questionnaire	10-08- 2021	-
2.	Launching of RFP/Bid Document	11-08-2021	1 day
3.	Finalization of Survey Agency	20-08-2021	9 days
4.	Signing of agreement with agency	27-08-2021	7 days
5.	Completion of Field Work	07-09-2021	11 days
6.	Analysis of Data and Submission of Draft Report	14-09-2021	7 Days
7.	Submission of Final Report	24-09-2021	10Days

6. SCHEDULES FOR SURVEY

A schedule for canvassing the farmers is prepared. The purpose is to get the feedback from the farmers to know the pattern of farming in Delhi and to assess the costing and income from cultivation of major crops in Delhi. “ Draft ” schedule is appended to the RFP and the final schedule will be handed over at the time of signing of contract.

Chapter 5: Price Schedule

TERMS OF PAYMENT:

The payment plan is as under:-

Particular	Payment Plan
a. After Signing of Agreement	10% of award cost
b. After completion of Survey	20% of award cost
c. After Submission /Presentation of Final Report	70% of award cost

EARNEST MONEY DEPOSIT (EMD)

Bidders shall submit the EMD of Rs. 25,000/- (Rupees twenty five thousand only) in the form of a Demand Draft or Fixed Deposit Receipt or Bank Guarantee issued by any Nationalized/Scheduled Commercial bank in favour of DDO, Planning Department, GNCTD, payable at New Delhi, and should be valid for 90 days beyond the date of bid submission.

EMD of all unsuccessful bidders would be refunded by PLANNING DEPARTMENT, GNCTD within 30 days of the notifying the bidder as unsuccessful. The EMD, for the amount mentioned above, of successful bidder would be returned upon submission of Performance Bank Guarantee.

The EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.

The bid / proposal submitted without EMD, mentioned above, will be summarily rejected.

The EMD may be forfeited:

- a) If a bidder withdraws its bid before selection of successful bidder.
- b) In case of a successful bidder, if the bidder fails to sign the contract in accordance with this bid document.

Chapter 6: Contract Form**Government of N.C.T. of Delhi****Planning Department****6th Level, B-Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002****F.No.18(161)/2021-2022/Monit/Plg/****Dated:-**

From

Director (Planning)

Planning Department, GNCT of Delhi

To

Qualified Bidder

Subject : Award Contract for “Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi”

Sir,

With reference to your letter no..... Dated, Planning Department, GNCT of Delhi is pleased to accept your offer for **“Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi”**

On the price quoted quoted by you. Acceptance of this offer constitutes an agreement between name of qualified bidder and the Director (Planning).

The agreement is for the **“Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi”** for all the terms and conditions specified in the Bid document.

Through this agreement you are requested to submit an irrevocably, unconditionally Performance bank guarantee, with in 5 days from the issue of this letter, for a value equal of 10% of total contract value and start the evaluation study as per the schedule provided to you.

This letter shall form a part of the agreement. A duplicate copy of this award letter is enclosed herewith, which may be returned duly signed alongwith each page of bid document to this office as a token of acceptance and acknowledgment of this letter within

seven days of issue of this letter of award of work along with the above indicated Performance Bank Guarantee.

Yours faithfully,

(Ashok Kumar)

Director (Plg.)

Copy for information to:

1. PS to Hon'ble Dy. Chief Minister, GNCTD
2. PS to Pr. Secretary (Planning), GNCTD
3. JD (Monit), Planning Department, GNCTD
4. DD (Admn.), Planning Department, GNCTD
5. DDO/AO, Planning Department, GNCTD
6. Guard File

Chapter 7: Other Standard forms

APPENDICES

Appendix I

Particulars of the Bidder

- | | |
|----|--|
| 1 | Name and complete address of the bidding Agency |
| 2 | Local address, if any, of the bidding agency (In NCR) |
| 3 | Incorporation status of the agency (public limited / private limited, etc.) |
| 4 | Year of Establishment of agency |
| 5 | Name, Address, email, Phone nos. and Mobile Number of Contact Person(s) with designation |
| 6 | No. of evaluation study reports submitted till date |
| 7 | No. of evaluation study conducted for Govt./PSUs |
| 8 | Whether the agency has done any similar evaluation study, please specify |
| 9 | Name the latest evaluation study report carried out by the agency |
| 10 | Name the surveys/studies in hand with agency at present |

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Appendix II**Price Bid**

To,

Date

The Director,
Planning Department, GNCTD,
6th Level, B Wing, Delhi Secretariat, IP Estate
New Delhi 110002

Dear Sir,

I/We hereby submit our price bid for the **“Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi”** for Planning Department, GNCTD.

Particulars	Cost of project for the Study of “Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi”
Total Price in INR (in figures)	
Total Price in INR (In Words)	

- *The amount shall be considered as final 'price' quoted by the bidder. This will be including all the taxes, duties, cess, levies etc.

Authorized Signature & Seal:

Name and Title of Signatory:

Name of Firm:

Address:

Appendix III**Financial Bid Covering Letter**

To
The Director,
Planning Department, GNCTD,
6th Level, B Wing, Delhi Secretariat, IP Estate
New Delhi 110002

Subject: Submission of the Financial bid for “**Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi**” for Planning Department, GNCTD.

Dear Sir/Madam,

We, the undersigned, offer to provide the services for “**Comprehensive Research Study on Pattern of Farming and to Assess the Costing and Income From Cultivation of Major Crops in Delhi**” in accordance with your Request for Financial Proposals. This amount mentioned in financial proposal is inclusive of all taxes, duties, cess and levies.

1. PRICE AND VALIDITY

- All the prices mentioned in our Tender are in accordance with the terms as specified in the letter. All the prices and other terms and conditions of this Bid are valid for the period of 180 calendar days from the date of opening of the Bid.
- We hereby confirm that our prices include all taxes and levies.

2. TENDER PRICING

We further confirm that the prices stated in our bid are in accordance with your Instruction to Bidders included in financial bid inviting letter.

3. SUBMISSION OF DOCUMENTS

We confirm having submitted the documents/information as required by you in your financial bid inviting letter. In case you require any other further information/documentary proof in this regard before evaluation of our bid, we agree to furnish the same in time to your satisfaction.

4. PERFORMANCE BANK GUARANTEE

We hereby declare that in case the contract is awarded to us, we shall submit the Performance Bank Guarantee as specified in financial bid inviting letter. We understand you are not bound to accept any Proposal you receive. We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief. We understand that our bid is binding on us and that you are not bound to accept a bid you receive.

Thanking you,

Yours sincerely,

Authorized Signature & Seal:

Name and Title of Signatory:

Name of Firm:

Address:

Appendix IV**Performance Bank Guarantee**

To
Director,
Planning Department, GNCTD,
6th Level, B Wing, Delhi Secretariat, IP Estate
New Delhi 110002

WHEREAS _____ (Name of bidder) has
undertaken, Agreement No. _____ dated,
_____ 2019 _____
_____ (Description of Services) hereinafter called "the Agreement".

AND WHEREAS it has been stipulated by you in the said Agreement that the agency/firm/company selected shall furnish you with a bank Guarantee by a nationalized bank/scheduled commercial bank for the sum specified therein as security for compliance with the performance obligations in accordance with the Agreement.

AND WHEREAS we have agreed to give the agency/firm/company a guarantee:-

THEREFORE WE (Name of the Bank) hereby affirm that we are Guarantors and responsible to you, on behalf of firm (herein after referred to "the Second Party" up to a total of _____ (Amount of the guarantee in Words and Figures) and we hereby absolutely undertake to immediately pay you, upon your first written demand declaring the Second Party to be in default under the Agreement and without cavil or argument, any sum or sums within the limit of _____ as aforesaid, without your needing to prove or to show this grounds or reasons for your demand or the sum specified therein. This guarantee is valid until the _____ day of _____.

This bank Guarantee shall be irrevocable, unconditional & shall incorporate in accordance with the laws of India.

We represent that this Bank Guarantee has been established in such form and such content that is fully enforceable in accordance with its terms as against the Guarantor Bank in the manner provided herein.

The Guarantee shall not be affected in any manner by reason of merger, amalgamation, restructuring or any other change in the constitution of the Guarantor Bank.

Date Signature and Seal of Guarantors
Address:

**PLANNING DEPARTMENT
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SITUATION ASSESSMENT OF FARMERS**

[1] Description identification of sample household					
1.	State/UT :			6.	Name of head of household:
2.	District :			7.	Name of informant:
3.	Sub-District/Tehsil :			8.	Relation with Head of Household
4.	Village name :			9.	Response Code
5.	Sample Unit Number :				

CODES FOR BLOCK – 1

Item 9 : response code : informant: co-operative and capable – 1, co-operative but not capable -2, busy – 3, reluctant -4, others – 9

[2] household characteristics			
1.	whether any of the household member has bank account? (yes-1, no-2)	4.	whether the household possess Soil Health Card? (yes-1, no-2)
2.	whether any of the household member is a member of registered farmers organisation? (yes-1, no-2)	5.	If code 1 in item 4, whether fertilizer, manure, soil amendments applied to field as per recommendations of Soil Health Card? (yes-1, no-2)
3.	whether the household possesses any Kisan Credit Card? (yes-1, no-2)	6.	whether the household insured any crop during last 365 days? (yes-1, no-2)

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[3] particulars of land of the household and its operation during the period July-December, 2020 [KHARIF]

5. no.	categories of land	Area of land (0.00 acre)	whether used for any crop production during July-December, 2020 (yes-1, no-2)	Area of land by its use during July-December, 2020 only for growing of crops (0.00 acre)	Major type of crop grown (code)	Whether any part of the land was irrigated (yes-1, no-2)	Area of land irrigated (0.00 acre)	Source of irrigation (code)		tenure of lease for major part of the land (code)	for leased lands area of land by terms of lease (0.00 acre)				
								Major source	2 nd major source		For fixed money	For fixed produce	For share of produce	Under no specified terms from relatives/to relatives	Under other terms
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
1.	land other than home- stead	owned and possessed	leased-in	recorded											
2.				not recorded											
3.															
4.		otherwise possessed													
5.		leased-out													
6.	Total														
7.	If entry 1 in col. 4 for any of the items 1 to 4.														
8.	whether operated individually/jointly? (individually - 1, jointly -2)														
9.	Type of holding (code)														
	Number of crops harvested during July-December, 2020														

CODES FOR BLOCK 3

col. 6: major type of crop grown/animal farming undertaken: cereals-01, pulses-02, condiments and spices-03, fruits-04, tuber crops-05, vegetables-06, other food crops-07, oilseeds-08, fodder crops-09, medicinal plants - 10, other non-food crops-11
col. 9 & 10: source of irrigation: canal-1, minor surface works (pond, tank etc.)-2, ground water (tube well, well etc.)-3, combination of codes 1,2 and 3 -4, others-5
col. 11, tenure of lease: less than 6 months -1, 6 months or more but less than 1 year -2, 1 year or more but less than 2 years -3, 2 years or more -4
Item 8, type of holding: entirely owned -1, entirely leased-in -2, both owned and leased-in -3, entirely otherwise possessed -4
Conversion factors for reporting land area: 1 acre = 0.405 hectare = 4047 sq. Meter = 43560 sq. Ft

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[4] output of crops produced during the period July – December, 2020 [KHARIF] (to be filled in only if entry in column 6 of block 3 is 01, 02, 08)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
S. no		(2)	Crop (code)	(3)	Grade/quality	(4)	Unit (kg)	Harvested output							Disposal during July-December, 2020 (including old stock)				value of output																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
								(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
								Area of irrigated land (0.00 acre)		Quantity produced from irrigated land		Area of un-irrigated land (0.00 acre)		Quantity produced from un-irrigated land		Total Area (5+7)		Total quantity col. (6+8)		Yield kg. per acre																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														

* in case of no disposal, local market price at the time of harvest may be recorded.

CODES FOR BLOCK 4

col. 2: crop code: wheat-01, peddy-02, lower-03, bajra-04, maize-05, gram-06, arhar-07, mustard-08, others-09
col. 13: to whom you sold?: local market (incl. local traders)-01, APMC market-02, input dealers-03, cooperative-04, Government agencies-05, Farmer producer organisation (FPO)-06, private processors-07, contract farming sponsors/companies-08, others-09
col.14: are you satisfied with the sale outcome: satisfactory-1, not satisfactory: lower than market price-2, delayed payments – 3, deductions for loans borrowed- 4, faulty weighing and grading-5, other cause of dissatisfaction – 9.

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[5] particulars of input and other expenses for crop production from July-December, 2020 [KHARIF]							
s.no.	Input	s.no. of crop (as in col. 1 of block 4)	crop code (as in col. 2 of block 4)	From where procured? (code)	Quality/adequacy (code)	Paid out expenses (Rs.)	Imputed expenses (Rs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Seeds	1					
2		2					
3		3					
4		4					
5		5	other				
6	Chemical fertilizers						
7	Bio-fertilizers						
8	Manures						
9	Plant protection materials	Chemical					
10		Bio-pesticides					
11	Diesel						
12	Electricity						
13	Irrigation						
14	Labour						
15	Minor repair and maintenance of machinery and equipment used in crop production						
16	Interest on loans utilised for the purpose of crop production						
17	Cost of hiring of machinery and equipment for crop production						
18	Cost of crop insurance						
19	Lease rent for land used for crop production						
20	Other expenses for crop production						
21	Total (1 to 20)						

CODES FOR BLOCK 5

col.5: from where procured: local market (incl. local traders)-01, APMC market-02, input dealers-03, cooperative-04, Government agencies-05, Farmer producer organisation (FPO)-06, private processors-07, contract farming sponsors/companies-08, own farm-10, others-09

col.6: quality/adequacy:good-1, satisfactory-2, poor-3, don't know-4

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[3.1] particulars of land of the household and its operation during the period January-June, 2021 [RAB]															
										for leased lands					
5. no.	categories of land	Area of land (0.00 acre)	whether used for any crop production during July-December, 2020 (yes-1, no-2)	Area of land by its use during July-December, 2020 only for growing of crops (0.00 acre)	Major type of crop grown (code)	Whether any part of the land was irrigated (yes-1, no-2)	Area of land irrigated (0.00 acre)	Source of irrigation (code)		area of land by terms of lease (0.00 acre)					
								If entry 1 in col 7							
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
1. land other than home-stead	owned and possessed														
2. leased-in	recorded														
3. not recorded															
4. otherwise possessed															
5. leased-out															
6. Total															
7. if entry 1 in col. 4 for any of the items 1 to 4.															
8.															
9.															
whether operated individually/jointly? (individually - 1, jointly - 2)															
Type of holding (code)															
Number of crops harvested during July-December, 2020															

CODES FOR BLOCK 3

col. 6: major type of crop grown/animal farming undertaken: cereals-01, pulses-02, condiments and spices-03, fruits-04, tuber crops-05, vegetables-06, other food crops-07, oilseeds-08, fodder crops-09, medicinal plants - 10, other non-food crops-11
col. 9 & 10: source of irrigation: canal-1, minor surface works (pond, tank etc.)-2, ground water (tube well, well etc.)-3, combination of codes 1,2 and 3 -4, others-5
col. 11, tenure of lease: less than 6 months -1, 6 months or more but less than 1 year -2, 1 year or more but less than 2 years -3, 2 years or more -4
Item 8, type of holding: entirely owned-1, entirely leased-in -2, both owned and leased-in -3, entirely otherwise possessed -4
Conversion factors for reporting land area: 1 acre = 0.405 hectare = 4047 sq. Meter = 43560 sq. Ft

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[4.1] output of crops produced during the period January – June, 2021 [RABI] (to be filled in only if entry in column 6 of block 3 is 01, 02, 08)																				
S. no	Crop (code)	Grade/quality	Unit (kg)	Harvested output							Disposal during July-December, 2020 (including old stock)				value of output					
				Area of irrigated land (0.00 acre)	Quantity produced from irrigated land	Area of un-irrigated land (0.00 acre)	Quantity produced from un-irrigated land	Total Area (5+7)	Total quantity col. (6+8)	Yield kg. per acre	area of land under pre-harvest sale (0.00 acre)	to whom you sold? (code)	are you satisfied with the sale of outcome? (code)	quantity sold	Sale value (Rs.)	*rate (Rs. 0.00) col 15/col 16	value of pre-harvest sale (Rs.)	value of harvested produce (Rs.) col (10x17)	value of by-products (Rs.)	total value (Rs.) col. (19 to 21)
1.																				
2																				
3																				
4																				
5																				
all																				

* In case of no disposal, local market price at the time of harvest may be recorded.

CODES FOR BLOCK 4

col. 2: crop code: wheat-01, paddy-02, jowar-03, bajra-04, maize-05, gram-06, arhar-07, mustard-08, others-09
col. 13: to whom you sold?: local market (incl. Local traders)-01, APMC market-02, input dealers-03, cooperative-04, Government agencies-05, Farmer producer organisation (FPO)-06, private processors-07, contract farming sponsors/companies-08, others-09
col.14: are you satisfied with the sale outcome: satisfactory-1, not satisfactory: lower than market price-2, delayed payments – 3, deductions for loans borrowed- 4, faulty weighing and grading-5, other cause of dissatisfaction –9.

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[5.1] particulars of input and other expenses for crop production from January-June, 2021 [RAB]							
s.no.	Input	s.no. of crop (as in col. 1 of block 4)	crop code (as in col. 2 of block 4)	From where procured? (code)	Quality/adequacy (code)	Paid out expenses (Rs.)	Imputed expenses (Rs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Seeds	1					
2		2					
3		3					
4		4					
5		5	other				
6	Chemical fertilizers						
7	Bio-fertilizers						
8	Manures						
9	Plant	Chemical					
10	protection materials	Bio-pesticides					
11	Diesel						
12	Electricity						
13	Irrigation						
14	Labour						
15	Minor repair and maintenance of machinery and equipment used in crop production						
16	Interest on loans utilised for the purpose of crop production						
17	Cost of hiring of machinery and equipment for crop production						
18	Cost of crop insurance						
19	Lease rent for land used for crop production						
20	Other expenses for crop production						
21	Total (1 to 20)						

CODES FOR BLOCK 5

col.5: from where procured: local market (incl. local traders)-01, APMC market-02, input dealers-03, cooperative-04, Government agencies-05, Farmer producer organisation (FPO)-06, private processors-07, contract farming sponsors/companies-08, own farm-10, others-09

col.6: quality/adequacy:good-1, satisfactory-2, poor-3, don't know-4

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[6] awareness about Minimum Support Price (MSP)								
s.no. of crop (as in col.1 of block 4 & 4.1 for MSP crops)	Crop code (as in col 2 of block 4)	Unit (Kg.)	Are you aware about MSP of this crop? (yes-1, no-2)	if code 1 in col. 4				
				do you know which agency procures this crop at MSP (code)	did you sell to any of the agencies? (code)	if code 1 to 7 in col. 6		if code 6 in col. 6 reason (code)
						quantity sold	sale rate (Rs. 0.00)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

CODES FOR BLOCK 6
col.5: do you know which agency this crop at MSP?: (yes: FCI-1, NAFED-2, State Food & Supply Department -3, Delhi State Civil Supplies Corporation -4, others-5, do not know -6
col.6, did you sell to any of the agencies?: (yes, sold to :FCI-1, NAFED-2, State Food & Supply Department -3, Delhi State Civil Supplies Corporation -4, others-5, no -6, do not know -7
col.9: reason: procurement agency not available-1, no local purchaser-2, poor quality of crop-3, crop already pre-pledged-4, received better price over MSP-5, others-6

[7] access to technical advice related to the agricultural activity undertaken by the household				
s.no.	Source of technical advice	whether accessed? (yes-1, no-2)	If code 1 in col. 3	
			type of information accessed (code)	whether recommended advice adopted? (yes-1, no-2)
(1)	(2)	(3)	(4)	(5)
1	progressive farmer			
2	input dealers			
3	Government extension agent/ATMA			
4	KrishiVigyan Kendra			
5	Agricultural university/college			
6	Private commercial agents (including contract farming sponsors/companies, drilling contractors etc.)			
7	Farmers Producer organisations (FPOs)			
8	Private processors			
9	Agri. Clinics & Agri. Business Centres (ACABC)			
10	NGO			
11	Kisan Call Centre			
12	Print media			
13	Radio/TV/other electronic media			
14	Smart phone apps based information			

CODES FOR BLOCK 7

col.4: type of information accessed: cultivation: improved seed/variety-1, fertilizer application -2, plant protection (pesticide etc.)-3, farm machinery-4, harvesting/marketing-5, others-6

82/c

[8] particulars of other aspects of farming									
s. no. of crop (as in col. 1 of block 6)	crop code (as in col. 2 of block 6)	did you have this crop insured? (code)	if code 3 in col. 3, reason for not insuring (code)	if code 1 or 2 in col. 3, whether received insurance document/certificate (yes-1, no-2)	have you experienced any crop loss? (yes-1, no-2)	If code 1 in col.6			
						Cause of crop loss (code)	If code 2 in col.3		
							Did you receive claim amount? (code)	If code 1 or 2 in col.8, time taken for receiving the claim amount (code)	If code 3 in col. 8, reason for not receiving claim (code)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
1									
2									
3									
4									

CODES FOR BLOCK 8
col. 3: did you have this crop insured?: insured only when received loan-1, insured additionally-2, not insured-3
col .4, reason for not insuring: not aware-1, not aware about availability of facility-2, not interested-3, no need-4, insurance facility not available-5, lack of resources for premium payment-6, not satisfied with terms & conditions-7, nearest bank at a long distance-8, complex procedures-10, delay in claim payment-11, others-9
col.7: cause of crop loss: inadequate rainfall/drought -1, disease/insect/animal-2, flood-3, other natural cause (fire, lighting, storm, cyclone, earthquake etc.)-4, others-9
col 8: received claim amount: yes: fully-1, partly-2, no-3
Col 9: time taken for receiving the claim amount? Within 6 months-1, 6 to 12 months-2, more than 12 months-3
col.10: reason for not receiving claim: cause outside coverage-1, documents lost-2, others-9