

**Expression of Interest (EOI)**  
**for**  
**Empanelment of Chartered Accountant**  
**as**  
**Faculty for Training**  
**of**  
**Farmer Producer Organizations (FPOs)**

## 1. Introduction

The AgriEDGE, the FPO Academy has been registered under the provisions of the Himachal Pradesh Societies Registration Act, 2006 (Act No. 25 of 2006) on the 3<sup>rd</sup> May, 2024 and demonstrates unwavering commitment to the agricultural sector with vision of fostering financial inclusion for farmers. By equipping them with the necessary Training, knowledge and skills, academy enable the farmers to leverage the potential of FPOs as a means to access capital, enhance productivity, and achieve sustainable growth. This academy is not only providing valuable insights into FPOs but also serving as a platform for knowledge exchange and collaboration within the agricultural community.

The AgriEDGE, FPO Academy at ACSTI, Shimla invites Expression of Interest (EOI) from qualified and experienced Chartered Accountants (CAs) for empanelment as Faculty for providing training to Farmer Producer Organizations (FPOs). The selected CAs will be responsible for conducting specialized training sessions on various financial and accounting matters that are crucial for formation, growth, sustenance and statutory compliances of FPOs.

## 2. Objective

The primary objective of this EOI is to identify and empanel experienced Chartered Accountants who can provide high-quality training to FPOs in areas such as financial management, bookkeeping, tax compliance, budgeting, auditing, and other related aspects of financial governance.

## 3. Scope of Work

The scope of work for the empaneled Chartered Accountant will include, but not be limited to, the following:

- Design and deliver training sessions tailored to the needs of FPOs.
- Provide guidance on financial best practices, accounting standards, and reporting for FPOs.
- Assist in the preparation of financial statements, tax filings, and other mandatory financial documentation.
- Conduct workshops on financial management, internal control systems, cost accounting, and auditing.
- Mentor FPOs on building strong financial governance structures.
- Statutory Compliances.

#### 4. Eligibility Criteria

Interested Chartered Accountants must meet the following minimum qualifications and experience requirements:

- Must be a qualified Chartered Accountant (CA) registered with the Institute of Chartered Accountants of India (ICAI).
- At least 5 years of experience in providing training or consulting services in financial management and accounting.
- Experience working with FPOs/ cooperatives/ NGOs, or rural enterprises is desirable.
- Strong communication and presentation skills.
- Ability to design customized training modules based on the needs of FPOs.
- Familiarity with the regulatory framework applicable to FPOs, including tax laws and governance norms.

#### 5. Duration of the Assignment

The duration of the assignment will be two (2) years w.e.f date of empanelment. The selected CAs may be called for multiple training sessions over a period, as per the requirements of the FPOs.

#### 6. Submission of EOI

Interested Chartered Accountants are requested to submit the following documents to express their interest:

- Updated CV with detailed professional experience.
- A cover letter stating the relevant expertise and why they are suitable for this role.
- Brief outline of previous experience in training or working with FPOs or similar organizations.
- Copy of the Chartered Accountant registration certificate from ICAI.
- A proposed methodology for designing and delivering training for FPOs.

The last date for submission of EOI is [25.04.2025]. Applications should be sent to [Address: AgriEDGE, Sangti, Summerhill, Shimla, Himachal Pradesh – 171005 /Email ID [agriedge@hpsc.co.in](mailto:agriedge@hpsc.co.in)].

## 7. Terms and Conditions

- The empanelment will be for a specific duration i.e. 2 years or renewal thereafter subject to the satisfaction of the work.
- The CAs will quote for an honorarium for per session (one hour basis) in closed envelop and will have to submit it in (address: Address: AgriEDGE, Sangti, Summerhill, Shimla, Himachal Pradesh – 171005).

## 9. Contact Information

For further details or queries, please contact:

- **Address:** AgriEDGE, Sangti, Summerhill, Shimla, Himachal Pradesh - 171005
- **Email:** [agriedge@hpscb.co.in](mailto:agriedge@hpscb.co.in)
- **Phone:** 0177-2830561, 2831780
- **Fax:** 0177-2830561