

Format for information related to Expression of Interest

Section A: Basic Information

1. Name of the Organisation : _____

2. Postal Address : _____

PIN: _____ District: _____

3. Telephone : Telex Fax Email

4. Legal status : () Society () Company () Others(specify)

5. Registration Details : Registered on(Date)

By _____

6. Registration Number of NITI Ayog: _____

7. Organizational Structure

- NGO
- CBO

CBO: An organization constituted by the PLHIV Community, registered under Societies Registration Act/Trust Act and at least 1/3 of the governing body members are from the PLHIV community itself, can be considered as CBO.

NGO: "Private organizations that pursue activities to relieve suffering, promote the interests of the poor, protect the environment, provide basic social services or undertake community development". (Definition by the World Bank)

NGO should be also registered under Societies Registration Act/Trust Act.

8. Contact person : _____

9. Designation : _____

Section B: Organisational Background

10. Assets/Infrastructure of the organization

Category Worth in rupees (eg. Land,
building)

10 a. Please provide details, regarding the annual budget of your organisation and attach the detailed audited statement for 3 years for NGOs and 1 year for CBO.

Year	Source of funding	Amount (in Rs.)	List of activities	Activities similar to the TOR/Scope of Work	Geographical area of activities as mentioned in column no. 5
1	2	3	4	5	6

10.b.: Whether blacklisted/debarred by any agency (both government, private or World

Bank/ UN bodies) in the past? If yes, provide details in an Affidavit.

11. c.: Whether any staff or board member of your organization is part of any SACS/TSU staffs currently or in the past. Please provide the above information in the form of an Affidavit.

Section C: Current Programmes being run by the organization

12. Geographical location of Work List -Village, Panchayat, Block, Taluk/Sub Division, District (Each location should be separately specified)

13. Population with which they are presently working:

- Rural/Urban :
- Socioeconomic group:
- Occupational group:
- PLHIV:
- Sex groups:
- Students/Educational Institution:
- Youth:
- Women groups:
- Others:

14. Please provide basic information on the key projects carried out by your organisation since the last three years/one year (as applicable) (5 lines for each subject – attach separately).

- Community served
- Objective
- Strategies
- Main outcomes
- Evaluation methods employed
- Evaluation results

15. A brief write up on the programmes the organisation currently runs (*no more than three pages*)

16. Agencies with experience in Health and HIV sector. Please specify and provide details of the client/donor agency, nature of projects, project period, contract value, continuing/completed.

17. Agencies with experience of working with projects supported by SACS/DACS. If yes, provide in details name of the SACS/DACS, nature of projects, project period, status of the project (continuing/completed/terminated). In case of termination please provide the reason for termination. Attach any relevant document issued by SACS/DACS clarifying termination or the relevant reports including evaluation reports.

Section D: Documents Required

18. Copies of the following documents need to be provided with self-attestation by competent authority of the organisation

- NGO/CBO legally registered under any of the following:
 - The Societies Registration Act of 1860,
 - The Indian Trust Act, 1982;
 - The Bombay Trusts Act 1950;
 - Charitable and Religious Trust Act;
 - State specific Societies/Trust Registration Act;
 - Cooperatives professional bodies such as IIPA, IMA
- Activity Report/Annual report of the organisation: NGO (last 3 years), CBO (last 1 year)
- Annual Audit Report of the organisation: NGO (last 3 years), CBO (at least 1 year)
- Income Tax Return Document : NGO (last 3 years), CBO (at least 1 year)
- FCRA Registration Certificate if any
- Copy of the PAN Card
- List of Board/Governing Body members with Contact details and occupation

- Copies of the affidavit as required above
- Copy of registration certificate/number of NITI Aayog-Darpan portal
- Identification document of Authorized signatory submitting EoI (Govt. photo ID with address)
- Documents related to minimum financial turn over criteria (NGO -10 lakhs PA, CBO - Nil)

19. Name of the person who filled this form:

Qualification and experience:

Designation:

Address (with PIN Code):

Email address: