

**Expression of Interest (EOI) for proposals
under Corporate Social Responsibility (CSR)
of National Safai Karamcharis Finance and
Development Corporation (NSKFDC) from
NGOs working for the welfare of
Wastepickers**

**National Safai Karamcharis Finance and Development Corporation
(Ministry of Social Justice and Empowerment, Government of India)**

B-2, Ground and First Floor, Greater Kailash Enclave Part-2, New Delhi-110048

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Expression of Interest (EOI) for proposals under Corporate Social Responsibility (CSR) of National Safai Karamcharis Finance and Development Corporation (NSKFDC) from NGOs working for the welfare of Wastepickers

1. National Safai Karamcharis Finance and Development Corporation (NSKFDC) is an apex corporation under the aegis of Ministry of Social Justice and Empowerment, GOI. NSKFDC invites for proposals from NGOs working for the welfare of waste pickers under Corporate Social Responsibility (CSR) activity of NSKFDC.

2 Background

National Safai Karamcharis Finance & Development Corporation(NSKFDC), a wholly owned Govt. of India Undertaking under the Ministry of Social Justice & Empowerment (M/o SJ&E) was set up on 24th January 1997 as a Company “Not for Profit” under Section 25 of the Companies Act, 1956. NSKFDC is in operation since October, 1997, as an Apex Corporation for the all round socio-economic upliftment of the Safai Karamcharis, Scavengers, Wastepickers and their dependants throughout India, through various loan and non-loan based schemes.

Apart from operating various loan and non-loan based schemes for the upliftment of the target group, NSKFDC is playing a vital role in elimination of manual scavenging - **the worst surviving symbol of untouchability**. NSKFDC has been designated as the Nodal Agency for implementation of the Central Sector Self Employment Scheme for Rehabilitation of Manual Scavengers (SRMS) under the aegis of the Ministry of Social Justice & Empowerment.

Section-I

Instructions for submission of Expression of Interest:

The EOI should include a detailed Project Report on the proposed CSR intervention including base line survey assistance required, financial implication of the project, period of implementation etc. and should be restricted to within Rs.5-10 lacs.

1. NGO shall go through the guidelines provided under section II before preparing EOI proposal.
2. NGO who meet eligibility criteria shall prepare EOI as per the guidelines given in section II. If NGO feels to submit certain information not covered in the guidelines would be in their interest, they may submit such information.
3. Expression of Interest (Application) must be submitted together with a Letter of Intent not later than working **(IST) on 20/12/2017**.
4. Documents in support of all qualification information shall be submitted with application. Proposal of EOI with qualification information shall be furnished on/before the due date of submission at the address given below.
5. All Applications shall be submitted in English/Hindi.
6. NGO shall submit only one Proposal. The Application and all related correspondence and documents should be written in English/Hindi language. Supporting documents and printed literature furnished by Applicant with Application may be in any other language provided that they are accompanied with translations in English/Hindi language. Supporting materials, which are not translated into

English/Hindi, may not be considered except Hindi. For the purpose of interpretation and evaluation of the Application, the English/Hindi language translation shall prevail.

7. NSKFDC reserves the right to reject any Application, without assigning any reason thereof.
8. The Applicant shall provide all information sought under this Qualification Document. NSKFDC would evaluate only those Applications that are received in the required format and complete in all respects. Incomplete and / or conditional Applications shall be liable to rejection.
9. No claims whatsoever will be entertained if submission is not received by due date and time.
10. Any submission must be addressed to the following:

NSKFDC
B-2, Ground & First Floor,
Greater Kailash Enclave Part-II,
New Delhi-110048

11. The Proposal of EOI must be submitted not later than:

Date: 20/12/2017

12. Opening of the EOI Proposal,

Procedure of opening shall be: - EOIs will be opened by NSKFDC on pre decided date and time specified in presence of member of opening committee and NGO or their authorized representative who have offered the EOI proposal may choose to remain present.

13. The opening of the proposal shall take place at:

NSKFDC
B-2, Ground & First Floor,
Greater Kailash Enclave Part-II,
New Delhi-110048
Date: 21/12/2017
Time: 11:00 hours (IST)

14. The NGO shall submit a signed and complete EOI comprising the Documents and forms in accordance with EOI documents.
15. An authorized representative of the NGO shall sign the original submission letters in the required format for EOI submission and shall initial all pages. The authorization shall be in the form of a written power of attorney attached to the EOI Proposal.
16. The EOI submission shall be placed inside of a sealed envelope clearly marked "EOI PROPOSAL", under Corporate Social Responsibility (CSR) of National Safai Karamcharis Finance and Development Corporation (NSKFDC) from NGOs working for the welfare of Wastepickers, name and address of NGO, and with a warning "**Do Not Open Before Date : 21/12/2017, Hours 11:00 (IST).**"
17. If the envelopes and packages with the EOI are not sealed and marked as required, the Client will assume no responsibility for the misplacement, loss, or premature opening of the EOI.

Evaluation of EOI

- NSKFDC will go through the EOI received and scrutinize the availability of mandatory documents as listed at Section-II
- Shortlisted NGOs may be invited to make PPT to the designated committee of NSKFDC.
- After evaluation of the merits of proposal, NSKFDC may at its discretion issue LOI to one or more NGOs, giving details of sanction and expected time lines.

Section - II

Guidelines for Preparation of Expression of Interest

Following information shall be submitted using given formats and where no formats are specified, free format can be used.

1. Complete name of NGO, date and type of establishment (Annexure I).
2. Exact and complete registered office address, business address, telephone numbers, fax numbers, E-mail address. For NGO of foreign registry, indicate if there is any branch office(s) established in India with details in aforesaid manner. Information is to be furnished by sole applicant or members of JV individually (Annexure I).
3. If present N G O is the successor to or outgrowth of one or more predecessor NGOs, fresh name(s) of former entity (ties) and year(s) of their original establishment with details in aforesaid manner. Information is to be furnished by sole applicant (Annexure I).
4. Present a brief narrative description of the NGO. Information is to be furnished by sole applicant (Annexure I).
5. List of not more than two (2) principals who may be contacted by this Office.
Listed principals must be empowered to speak for him or for the NGO on policy and contractual matters. Information is to be furnished by sole applicant.(Annexure I)
6. Under this item, indicate financial figures from NGO services for past 5 (five) financial years. (Annexure II)
7. Organizational strength of NGO shall be given. (Annexure III)
8. Work experience of NGO for the welfare of wastepickers. (Annexure IV)
9. As many references from Organizations who have funded projects for the NGO, as the NGO may choose shall be submitted (Annexure-V).
10. An undertaking for supply of true information shall be given (Annexure V).

Short listing criteria

A Annual Turn over

1. Annual turnover from operational business of any one of the last five financial years i.e. from 2012 -2013 to 2016-2017 updated to the current financial year shall be more than Rs 25 lacs.

B. Experience

NGO must have as prime NGO successful experience of atleast 5 years in the welfare of wastepickers. NGOs who have experience of executing Govt. of India, UN, ADB projects will be given preference.

C. Registration

NGO should be mandatorily registered under the NGO Darpan Portal of NITI Aayog and give details of the same.

Annexure I

Expression of Interest Form for NGO

Sl. No.	NGO	Date of Establishment	Country	Legal Status	Main Dealing in
1.	Name			Trust / Society / Company not for profit	Operational/Advocacy services

2. Registered Office / Business Address / Telephone Nos. / E-mail address of NGO and its branch offices
3. NGO's former name and year of establishment, if any.
4. Narrative description of NGO if any (Use other sheet, if necessary)
5. Name of, not more than two (2) principals who may be contacted with title, telephone number/ fax number, E mail address.

Annexure II

Financial Statement of the last five financial years.

Rupees in Lacs.

Sl. No.	Particulars	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013
1.	Annual receipts of NGO					

Notes:

- i) Values should be duly certified by statutory body like Chartered Accountant or Independent Auditors who are competent to do so as recognized by the State concerned.
- (ii) Copy of certificate under section 80 G of Income Tax Act issued to NGO.
- (iii) Copy of Income Tax Returns of last 3 years submitted to the Income Tax Department.

Annexure III
Organizational strength:

Name	Total Strength	Professional staff on payroll and having over 10years experience	Professional staff working for over5 years with NGO in advocacy business	Professional staff working for over 5 years with NGO in operational business	Professional staff having				Remarks
					Doctorates	Post Graduates	Graduates	Diploma	

Annexure IV.

Work Experience

The work done for the waste pickers in any project handled by the NGO during the Last Five Years.

Annexure V

Employer's references

Annexure VI

Undertaking

I certify that the information in the above Expression of Interest forms is true to the best of my knowledge. I also Understand that any misleading or wrong information will disqualified this application straightaway.

President / Managing Director or
 Authorized Signatory of Applicant