

SEWA-THDC

(A THDCIL Sponsored not-for-profit registered society)

Performa for submission of Expression of Interest for empanelment for CSR Projects /Impact Assessment of CSR works/ base line surveys

Important points

- i. The below application format is for empanelment of NGOs/ Agencies interested in undertaking CSR works of THDCIL through SEWA- THDC.
- ii. Submission of application does not necessarily mean that the NGO / agency will be empanelled. SEWA THDC will have the right to reject any application if the credentials do not meet the selection criteria.
- iii. Empanelment of any NGO/ Agency with SEWA THDC will not provide any right for award/allotment of CSR works.
- iv. Empanelment of an agency shall be valid for a period of three years.
- v. The empanelment process will remain open all the time. Application received after end date 28 February 2021 shall be processed at an interval of six months and the eligible agencies shall be empanelled for the remaining period of initially envisaged three years i.e. ending on 31.03.2024 or as decided by SEWA-THDC
- vi. SEWA THDC may extend the empanelment period of any agency / NGO.
- vii. The applications shall be submitted with copies of all relevant / supporting documents. Supporting documents should be attested by a gazetted officer/ Notary or attested by secretary of the agency with seal.
- viii. Experience certificate issued by private agencies should be supported by TDS certificate
- ix. Application with all relevant documents shall be mailed through registered / speed post to Secretary (SEWA-THDC), Pragatipuram, Bye Pass Road, Rishikesh, Uttarakhand-249201 (Email ID – sewa_rksh@yahoo.co.in ; Phone-0135-2473785)

1	Organization Details	
1.1	Name	
1.2	Address	
1.3	Email	

1.4	Phone		
1.5	Brief Description of organization/Agency		
2	Head/Chief Functionary of the organization		
3	Registration status (From-To)	From:	
		To:	
3.1	Society registration Act/ Trust Act Registration No. <i>(Attach certificates)</i>		
3.2	Foreign Contribution Regulation Act (FCRA) Registration No. <i>(Attach certificates)</i>		
3.3	Income Tax Exemption Certificate (12A- 80G) <i>(Attach certificates)</i>		
3.4	Any other Registration <i>(if available)</i> . <i>(Attach certificates)</i>		
3.5	Annual turnover last three years		
	Year	Turnover	
3.6	Copy of Audited Account Statement/ Balance sheet of previous 3 financial years- <i>(To be attached)</i>		

3.7	Copy of ITR for last three years- <i>(To be attached)</i>	
3.8	PAN Card No. <i>(Attach Copy)</i>	
4	Vision of the Organization:	
5	Mission of the Organization:	
6	Structure of the organization:	
7	Current Priorities of the Organization:	

8. Details of CSR works/ Impact Assessment Works (CSR)/ Baseline Survey Works during last 05 Years

S.N.	Title of work done	Major activities/ interventions in the respective work	Name & address of client/ funding organization	Geographical location of work	Date of start- Actual date of completion (Duration)	Value of work as per award/ value of completed work as per actual	Whether the work done is as per activities mentioned in schedule VII. If yes then activity number.
1							
2							
3							

4							
5							
6							
7							

9	Geographical spread of the Organization	
10	Stakeholder Participation Strategy	
11	Details about physical and social milestones achieved by the agency	
12	Collaborations (Funders/ Clients)	
13	Prevention strategy of any adverse impact on environment	
14	Sustainability Strategy	

15	Transparency and Accountability Strategy	
16	Monitoring and Evaluation strategy	
17	Awards and Recognitions	
18	Integrity Pact (<i>whether agency has ever been blacklisted/banned by Govt./enforcement agencies</i>)	

(Signature)
Name of Applicant
Designation of Applicant