



**National Informatics Centre Services Inc. (NICSI)**  
**(A Government of India Enterprises under NIC)**  
**Ministry of Electronics and Information Technology**

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Hall No. 2 & 3, 6<sup>th</sup> Floor,  
NBCC Tower, 15,  
Bhikaji Cama Place,  
New Delhi – 110066

**Date: October 06, 2023**

**Subject: Invite applications from organizations/NGOs etc. that are eligible to take funds under the Corporate Social Responsibility (CSR) head and undertake CSR activities as per the provisions of the Companies Act, 2013, Schedule VII and rules made there under.**

NICSI invites applications from organizations/NGOs etc. that are eligible to take funds under the Corporate Social Responsibility (CSR) head and undertake CSR activities as per the provisions of the Companies Act, 2013, Schedule VII and rules made there under. **The CSR theme for the F.Y.2023-24 is “Health and Nutrition”.**

2. The Organizations/NGOs is required to file and submit three forms along with their application:

S. No	Particulars	Form
1	Basic Information and Eligibility Criteria Details	Form-A
2	CSR Fund Revised received and utilized in 4 financial years	Form-B
3	Details of Proposed Projects	Form-C

3. Other eligibility criteria: -

3.1 The Organizations/NGOs shall provide audited statement of account along with receipt/invoice, as applicable within three months after utilization of the funds received by them from NICSI.

3.2 The Organizations/NGOs shall provide the certificate, if any, required for booking expenses under the CSR head/exemption under Income Tax to NICSI as and when requested.

3.3 The Organizations/NGOs should submit the hard copy of certified copies of valid registration certificate, PAN Card, GST certificate, list of members/partners/Board of Directors, Memorandum and Articles of Associations along with the application on the letter head of the Organization/NGO.

4. Evaluation Criteria:-

S No.	Eligibility criteria	Marks allocated
4.1	Detail of CSR funds received and utilized in 4 financial years	20

	(from 01.04.2020 to 31.03.2024) (up to 30.9.2023)	(5 Marks for each year)
4.2	Details of the each project(s) – (Field of the Project, Name, Description, Objectives achieved, Number of Beneficiaries) successfully completed in 4 financial years (from 01.04.2020 to 31.03.2024) (up to 30.9.2023): <b>Notes: The above details should be provided for CSR projects having minimum value of Rs. 25 Lakh.</b>	20 (2.5 Marks for each project maximum 20)
4.3	Details of the project(s) in which Organizations/ NGOs intent to get the CSR funds from NICS I which may contain the following information:  A. Description of the project proposal B. Objective of the Project C. Execution and Planning of the Project (with Timeline) D. Targeted Locations/Areas E. Targeted Beneficiaries (in Numbers) F. Social Impact or development of the Project  The project proposal should be related to Health and/or Nutrition area.	60
	<b>Total Marks</b>	100

5. NICS I reserves the right to modify any of the terms and conditions as mentioned in this document at any point of time.

6. Interested Organizations/NGOs etc. may submit their application by October 16, 2023 in sealed envelope in the name of Managing Director, National Informatics Centre Services Incorporated, 1<sup>st</sup> Floor, Hall No. 2&3, NBCC Tower, 15, Bhikaji Cama Place, New Delhi – 110066. For further queries, you may kindly contact Mr. Sunny Jain, Company Secretary, NICS I on Phone No. 011-22900523.

**Ref: Advt. No. 2/2023**

**Sd/-  
Company Secretary**

**FORM A**

S. No	Particulars	
1	Name of Organization/NGO	
2	Nature of Organization (Company, Trust, Society etc.)	
3	Date of Registration/Year of establishment	
4	Registered office Address and email id	
5	Registration Number of Organization	
6	PAN Number	
7	GST Number, if any	

<b>8</b>	Name, Phone no and email id of contact person	
<b>9</b>	Darpan ID	
<b>10</b>	List of completed projects for any Government organization	
<b>11</b>	Organizations is eligible to receive funds under CSR head as per the provisions of the Companies Act, 2013 and submit the declaration certificate to be signed by the head of the Organization /authorized signatory/company secretary/ chartered accountant for the same.	
<b>12</b>	Address of office located in India	
<b>13</b>	Organization provide an undertaking stating that no legal/criminal proceedings are pending/ going on against them for any activities including CSR activities.	

**FORM B**

CSR funds received	
Year	Amount (Rupees in Lakhs)
2020-21	
2021-22	
2022-23	
2023-24	

Amount and Major areas in which funds has been utilized		
Year	Amount (Rupees in Lakhs)	Major Areas
2020-21		
2021-22		
2022-23		
2023-24		

<b>Completed Projects</b> <b>(Having minimum value of Rs. 25 lakhs or more)</b>	
<b>Year</b>	<b>No. of Projects</b>
2020-21	
2021-22	
2022-23	
2023-24	

**FORM C**

S. No	Particulars	Remarks
1	Description of the project proposal	
2	Objective of the Project	
3	Execution and Planning of the Project (with Timeline)	
4	Targeted Locations/Areas	
5	Targeted Beneficiaries (in Numbers)	
6	Social Impact or development of the Project	