

**North Eastern Region Community Resource Management Society (NERCRMS),
A registered society under the North Eastern Council, Ministry of Development of
North Eastern Region, Government of India**

Advertisement for Empanelment of NGOs/Societies/Trusts, etc.

Applications are hereby invited from registered NGOs/Societies/Trusts etc. interested to partner with the North Eastern Region Community Resource Management Society (NERCRMS), Shillong Meghalaya for implementation of short duration community development projects in the area listed in the annexure-I.

Interested NGOs/Societies/Trusts etc. may refer ToR enclosed as Annexure II and qualified NGOs/Societies/Trusts etc. should submit a complete profile as per the prescribed format enclosed as annexure-III. Application should be submitted to the office of the undersigned along with all supporting documents on or before 25th July, 2022 (Monday) by 5.00 pm either by post/in person/ email: nercorp@yahoo.in. Only shortlisted NGOs/Societies/Trusts etc. will be duly informed for the interview.

For detail information please refer to ToR, project area in Annexure-I and application format in Annexure-II.

(Mihin Dollo)
L/o Administrative Officer,
& Sr. Manager (NR&PM)
NERCRMS, Shillong

Address: NERCRMS, Lower Nongrim, House No. L/D 023, Shillong – 793003, East Khasi Hills District, Meghalaya

Annexure- I

Tentative targeted areas to be covered through NERCRMS, Shillong in the North Eastern Region of India based on the availability of fund/project/scheme.

S No	Name of State	Districts	Activity Type
1	Arunachal Pradesh	All districts of Arunachal Pradesh	Agriculture, horticulture, bamboo, , medicinal and aromatic plants (MAPs), livestock, fishery, apiculture eco-tourism, handloom & handicraft and allied based livelihood activities
2	Assam	All districts of Assam	
3	Manipur	All districts of Manipur	
4	Meghalaya	All districts of Meghalaya	
5	Mizoram	All districts of Mizoram	
6	Nagaland	All districts of Nagaland	
7	Sikkim	All districts of Sikkim	
8	Tripura	All districts of Tripura	

Annexure - II
Profile of the NGO/Society/Trust, etc.

(To be submitted on letter head and signed by the authorized signatory)

Particulars	(to be filled up by Applicant)
1. Name of the organisation	
2. Year of establishment/incorporation	
3. Year of registration and registration number (copy to be enclosed)	
4. NGO Darpan Unique ID (copy to be enclosed)	
5. Jurisdiction of organisation as per the MoA (name of districts and States)	
6. Objective of the organisation as per MoA (MoA copy to be enclosed)	
7. Address of the Head Office, Telephone No., E-mail address	
8. Name of Chief Functionary, Office bearer with contract number and email ID a) Chief functionary b) c)	
9. Address of the Branch Office, Telephone No., E-mail address	
10. Organisation PAN Card Number (copy to be enclosed)	
11. Bank Account number and name & designation of the cheque signatory (copy to be enclosed)	
12. Public Financial Management System (PFMS) registration number, if any (Registration copy to be enclosed, if	

available)	
13. Number of manpower currently engaged (person name with age, sex, educational qualifications and experience to be enclosed separately)	
14. Working experiences in community livelihood development (give the activity name with project location i.e. Blocks, Districts and States) (if desire may enclose 1 /2 page write up)	
15. Working experiences in implementing project/schemes (if any list the name of projects/schemes)	
16. Whether affiliated with any political organization or not (if yes) give name of political organization)	
17. Whether blacklisted by the State/Central Government (if yes give reason)	
18. District and activity applied for (may refer Annexure-I)	a. Location/area: b. Name of activity:

I hereby declare that the above information given in this application is true and correct to the best of my knowledge and belief. In case any information given in this application proves to be false or incorrect, I shall be responsible for the consequences.

Signature with seal

Name :

(In Capital letters)

Designation :

Mobile No. :

Email ID :

**North Eastern Region Community Resource Management Society (NERCRMS)-
Terms of Reference (ToR) for Selection of Partner NGOs:**

1. NGOs/ Societies/Trusts should be a registered body. With proper maintenance of accounting records and last 3 (three) years Chartered Accountant audit report and annual reports.
2. NGOs/ Societies/ Trusts should be having NGO Darpan Unique ID and registration certificate, PAN card, Bank account (in nationalised bank), etc.
3. Preferably the NGOs/ Societies/ Trusts should have Public Financial Management System (PFMS) registration.
4. Preferably 5 (five) years of working experience in the relevant fields.
5. Having experience in community development, formation of CBOs and capacity buildings.
6. Having ability to demonstrate an openness to learn and absorb new strategies and ideas.
7. Having an office base in the project areas, understanding of the socio-economic, culture and political situation of the project areas.
8. A proven record of successful intermediation services, mobilizing communities for group action, able to network with other stakeholders in a team spirit and should be adjustable to varied operation modalities.
9. A non-political and secular organization with no affiliation to political parties (especially among the executives).
10. Preference shall be given to local NGOs/Societies/Trusts working within the targeted project District. They should be willing to work in interior areas and accustomed with the local languages.
11. The NGO should be willing to sign a Memorandum of Understanding (MoU) with the programme implementing agency i.e. NERCRMS committing itself:
 - a) To pursue the objectives of the project.
 - b) NGO should be flexible enough to modify its strategy and systems according to the need of the project.
 - c) To attend meetings and to contribute to the feedbacks systems and procedures required by the implementing programme agency.
12. The signing of the MoU is a precondition to enter in the contract with NERCRMS for the project outlining its role and function.
13. The Competent Authority reserves the right to give relaxation in any criteria.

L/O Administrative Officer
NERCRMS, Shillong, Meghalaya