

**Advertisement for FY 2025-2026**  
**Registered CBOs/NGOs, private organisation working the field of Drug Abuse Prevention**

**National Institute of Social Defence**  
**Ministry of Social Justice & Empowerment, Government of India**  
**Plot No. G-2, Sector-10, Dwarka New Delhi-110075**

**Inviting Proposals from registered CBOs/NGOs and private organisation working the field of Drug Abuse Prevention for collaboration / empanelment for 2 years through online application**

The National Institute of Social Defence (NISD) is an autonomous body under the Ministry of Social Justice & Empowerment, Government of India organises training, awareness generation & capacity building program in the field of Drug Abuse Prevention for concerned state officials police Personnel, Judiciary, CBOs and non- government organisation, dealing with related schemes/programs of the Ministry beside conducting research in the area of Drug Abuse Prevention. The program is for various sections of society/functionaries such as school & college students, faculty, Self Help Groups (SHG), Youth Clubs, Women's Groups, Organization, Community leaders, Parents, Civil Society Members, PRI members, Family member and co-dependents of addicts, Alcoholic Anonymous and Narcotic Anonymous Members and recovered addicts, Highway Truck drivers and transport corporations, Factory and Industrial workers/employees, BPOs, Cooperatives and Para Military including BSF, CRPF, police & law enforcement agencies Parents Associations/PTAs, Teachers, high risk/vulnerable groups, other community members, etc.

NISD intend to partner with the registered CBOs/NGOs, private organization working the field of Drug Abuse Prevention to conduct online/offline programs, for aforesaid target groups in the field of (substance) Drug Abuse Prevention for FY 2025-2026.

[https://www.nisd.gov.in/annual\\_report/AAP\\_NCDAP.pdf](https://www.nisd.gov.in/annual_report/AAP_NCDAP.pdf)

Interested Organisations/agencies with requisite experience in the field may apply within 30 days of publication against this advertisement in the prescribed format.

For details, please visit NISD website: [www.nisd.gov.in](http://www.nisd.gov.in) & [https://www.nisd.gov.in/annual\\_report/AAP\\_NCDAP.pdf](https://www.nisd.gov.in/annual_report/AAP_NCDAP.pdf) NISD reserves the right to reject or alter the proposal.

**The nomination should be submitted only in soft Copy/online mode by email and Google form:**

To: [directoroffice.nisd@gmail.com](mailto:directoroffice.nisd@gmail.com)

&

To: [proposals2025.ncdap@gmail.com](mailto:proposals2025.ncdap@gmail.com)

Google form for online application: <https://forms.gle/bfk5i9w5qemUxDM68>

## Annexure I

### Criteria should be covered in the proposal

Mandatory Criteria & documents for advertisement
Mandatory Criteria for shortlisting
<p>A. NGOs/CBOs is a legally registered Organization by verifying if they are registered under any of the following Acts:</p> <ul style="list-style-type: none"><li>I. The Societies Registration Act of 1860,</li><li>II. Charitable and Religion Act, 1920;</li><li>III. The Indian Trust Act, 1982</li><li>IV. Any other registration under NITI Aayog</li></ul> <p>B. Last three year <b>Audited</b> Annual Report (2020 to 2025)</p> <p>C. Experience in any type of activities related to Drug Abuse Prevention</p>
Essential & Mandatory Documents for scoring, evaluation by committee & short listing organization
<ul style="list-style-type: none"><li>1. Copy of the valid Society Registration certificate/Trust Deed furnished</li><li>2. Copy of Memorandum of Association and Article of Association furnished.</li><li>3. Copy of <b>Audited</b> account Statement (last 3 years - (2020 to 2025)</li><li>4. <b>Audited</b> Annual Reports furnished (last 3 years - (2020 to 2025)</li><li>5. Copy of the NGO/Society PAN Card</li><li>6. List of Executive Committee/Governing Board members with Contact details and occupation</li><li>7. Copy of valid registration / number of NITI Aayog-Darpan portal</li><li>8. Identification document of Authorized signatory submitting EoI (copy PAN and AADHAAR Card)</li></ul>

<p>9. Official Website of their own (if any)</p> <p>10. Details of Funds/Grants received from:-</p> <ul style="list-style-type: none"> <li>• NAPPDR, MoSJE</li> <li>• NISD</li> <li>• Central/State Department / Ministries, Autonomous Bodies of Government of India</li> <li>• Any other than Government Department</li> </ul> <p>11. list of activities undertaken with <b>audited</b> report (Which shall include proper photo, list of participants, Number of programs in below mentioned categories and any other detail) :-</p> <ul style="list-style-type: none"> <li>• Awareness programs</li> <li>• Capacity Building/training programs</li> </ul> <p><b>11.Completed &amp;submitted</b> research and Development Activities:-</p> <ul style="list-style-type: none"> <li>• National/regional/State Level Study/Survey/Project <b>submitted and completed</b></li> </ul> <p>13. Proper record (certificate /letter etc) of Government of India awards &amp; recognition:</p> <ul style="list-style-type: none"> <li>• State level</li> <li>• National level</li> </ul> <p><b>14.Complete Program proposal:-</b></p> <ul style="list-style-type: none"> <li>I. Background and Justification:</li> <li>II. Contact person details:</li> <li>III. Programme title:</li> <li>IV. (Awareness/capacity/any other)</li> <li>V. Venue:</li> <li>VI. Duration:(Days)</li> <li>VII. Proposed dates:(tentative)</li> <li>VIII. Number of Participants:</li> <li>IX. Expected Outcomes:</li> <li>X. Any other point:</li> </ul>
<b>Other essential documents</b>
<p>15.Copies of the affidavit as required/requested:-</p> <p><i>Indicating that NGO/Society/Trust/agency is not involved in any corrupt practices and they have never been blacklisted/debarred by any agency (government, private and World Bank/UN bodies).</i></p>

*In case the agency has been blacklisted / debarred in the past, the details of such Blacklisting/debarment should be provided in the Affidavit.*

16. Indemnity Bond after selection and receipt of sanction order from NISD.

Other qualifying criteria's:

***NGOs/CBOs/other private organizations those who have registered in different State/UT of India and have applied for proposal in other State and do not have any field experience in organization proposed programs in the applicant State may not be considered. However if two or more organization has scored same marks, preference will be given to more experienced/old registered organization.***

**The nomination should be submitted only in soft Copy/online mode by email and Google form:**

To: directoroffice.nisd@gmail.com &

To: [proposals2025.ncdap@gmail.com](mailto:proposals2025.ncdap@gmail.com)

Google form for online application: <https://forms.gle/bfk5i9w5qemUxDM68>

**Annexure II****Proposal format & mandatory document**

<b>S. No</b>	<b>Particulars</b>	<b>To be fill &amp; document to be upload</b>
1.	Name and Address of the Agency	
2.	Name and contact details of Head of the Agency	
3.	List of Executive Committee/ Governing Board members with Contact details and occupation	
4.	Year of Registration and Registered under which Act	
5.	Registration No.	
6.	NGO Darpan Registration No.	
7.	Copy of Memorandum of Association and Article of Association furnished.	
8.	Area of working	
9.	Official Website of their own (if any)	
10.	Copy of Audited account Statement (last 3 years- (2020 to 2025)	
11.	Three year Audited annual report (last 3 years- (2020 to 2025)	
12.	Copy of the NGO/ Society PAN Card	
13.	Identification document of Authorized signatory submitting Eol (copy PAN and AADHAAR Card)	
14.	Details of Funds/Grants received from :- NAPPDR, MoSJE i) NISD ii) Central/State Department / Ministries, Autonomous Bodies of iii) Government of India iv) Any other than Government Department	
15.	list of activities undertaken with audited report (Which shall include proper photo, list of participants, Number of programs in below mentioned categories and any other detail) :- i) Completed Awareness program ii) Completed Capacity building	

16.	Completed & submitted research and Development Activities :-  i) National ii) Regional iii) State Level Study iv) Survey/project	
17.	Proper record (certificate /letter etc) of Government of India awards & recognition:  i) State level ii) National level	
<b>Other essential documents</b>		
18.	Copies of the affidavit as required/requested:-  Indicating that NGO/Society/Trust/agency is not involved in any corrupt practices and they have never been blacklisted/debarred by any agency (government, private and World Bank/UN bodies). In case the agency has been blacklisted/debarred in the past, the details of such Blacklisting/debarment should be provided in the Affidavit	
19.	Complete Program proposal: - I. Background and Justification: II. Contact person details: III. Programme title: IV. (Awareness/capacity/any other) V. Venue: VI. Duration: (Days) VII. Proposed dates: (tentative) VIII. Number of Participants: IX. Expected Outcomes: X. Any other point:	
20.	Any Other (Please specify)	

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