Expression of Interest (EoI)

Selection of Implementing Organization(s) for Care and Support Centres (CSC 2.0)

Vadodara, Mehsana, Surendranagar*, Rajkot, Bhavnagar and Jamnagar CSC, Gujarat*

Organization	Gujarat State AIDS Control Society (GSACS)
Programme	Care & Support Centre (csc)
Geographical Coverage	1. Vadodara CSC (Vadodara , Vadodara corporation, Chhotaudaipur) 2. Mehsana CSC(Mehsana ,Vav tharad, Banaskantha,) 3. Surendranagar CSC (Surendranagar, Surendranagar Corporation, Morbi, Morbi corporation) 4. Rajkot CSC (Rajkot, Rajkot Corporation) 5. Bhavnagar CSC (Bhavnagar, Botad ,Bhavnagar corporation) 6. Jamnagar CSC (Jamnagar , Jamnagar corporation Jamkhambhadiya)
Application deadline	Dt. 21/12/2026

1. Invitation for Proposals

Gujarat State AIDS Control Society (GSACS) invites eligible Non-Governmental Organizations (NGOs), Community-Based Organizations (CBOs), and other eligible organizations to submit proposals for implementation of Care and Support Centre (CSC 2.0) Vadodara CSC, Mehsana CSC , , Surendranagar CSC, Rajkot CSC, Bhavnagar CSC and Jamnagar CSC . Interested organizations shall submit proposals in the format prescribed by GSACS, together with all required supporting documents, within the deadline and through the submission channel specified in the final RFP notice

III. Objectives of CSC 2.0

The key objectives of CSC 2.0 include:

- Accelerating HIV prevention and promoting HIV testing among family members and sexual partners of PLHIV.
- Supporting prevention of vertical transmission of HIV among pregnant women living with HIV and HIV-exposed infants.
- Improving retention of PLHIV on antiretroviral therapy (ART) through peer-led outreach, follow-up and tracking.
- Improving access to viral load testing and supporting progress towards the third 95 target.
- Facilitating linkages to healthcare, counselling, social welfare schemes and other relevant entitlements.

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IV. Scope of Work of Care and Support Centre 2.0

The selected organization will implement CSC 2.0 activities in the districts and Corporation allocated by GSACS, in coordination with the respective ART Centres and district/state programme authorities. Activities are expected to include:

- Conducting outreach and follow-up for priority populations identified under applicable CSC 2.0 guidelines.
- Supporting follow-up of pregnant women living with HIV and HIV-exposed infants.
- Following up with clients awaiting viral load results and supporting timely completion of required services.
- Supporting Early Infant Diagnosis (EID) follow-up and other priority case tracking as directed by the ART Centre.
- Following up with clients classified as Lost to Follow-Up (LFU), in coordination with the ART Centre.
- Maintaining and updating line lists and documenting outreach outcomes in accordance with programme procedures.
- Sharing follow-up outcomes with the ART Centre for updating relevant records, including the White Card and master line list, where applicable.
- Providing counselling, treatment literacy, adherence support, referrals and linkages to social protection schemes and entitlements.
- Conducting home visits at mutually agreed times, while maintaining confidentiality, dignity and informed consent.
- Submitting programme, monitoring Reports to GSACS and financial Report UC/ SOE submit quarterly to GSACS in timelines.

VI. Geographical Coverage

Proposals are invited for the following CSC in Gujarat:

No	CSC Head Quater	CSC covered District	CSC covered Corporation
1	VADODARA	VADODARA	VADODARA Corporation
		CHHOTAUDEPUR	
2	MAHESANA	MAHESANA	MAHESANA CORPORATION
		VAV-THARAD	
		BANAS KANTHA	
3	SURENDRANAGAR	MORBI	MORBI corporation
		SURENDRANAGAR	SURENDRANAGAR corporation
4	RAJKOT	RAJKOT	RAJKOT Corporation
5	BHAVNAGAR	BHAVNAGAR	BHAVNAGAR corporation
		BOTAD	
6	JAMNAGAR	JAMNAGAR	JAMNAGAR corporation
		DEVBHUMI DWARKA	

Applicants should identify the district(s) for which they are applying and describe their local presence, experience, staffing and operational capacity. Whether an organization may apply for one or more districts shall be specified in the final RFP.

For more details on the functions of a CSC and other details, please visit: NACO CSC 2.0 guidelines and Letter no. T-11025/03/ 2020-NACO/CST dated: 22/06/2026 from HoD CST NACO.

Contact Information

Gujarat State AIDS Control Society (GSACS)

Address: [Insert official GSACS address]

Email: [Insert designated email address]

Telephone: [Insert contact number]

Annexure 1
Submission of Proposals

Section A: Basic Information

1. **Name of the Organization (As per registration)**

   :_____

2. **Postal Address**

   :_____

   _____PIN:_____ District:_____

3. **Telephone** _____ Fax: _____ E-mail: _____

   Mobile No. 1: _____ Mobile No. 2_____

   Any Social media ID (X, Facebook, Instagram, LinkedIn etc) _____

4. **Legal status** (Please Tick) : ( ) Society ( ) Trust ( ) Religious & Charitable Act

   Others (specify here) _____

5. **Registration Details** : Registered on _____ (Date & Year)_____

   By _____

6. NGOs/CBOs registered (Name of District) :_____

7. NGOs/CBOs working (Name of districts) :_____

8. **Contact person** **:_____**

   Designation **:_____**

   Mobile Number **:_____**

Section B: Organizational Background

9. Assets/Infrastructure of the organization

Category _____ Worth in rupees_____ (eg. Land, building)

Organization office (Own /Rented) : _____

9. a. Please provide details, regarding the annual budget of your Organisation at least last 3 years (attach the detailed audited Report for 3 years (2023-2024, 2024-2025, 2025-26)**.**

Year	Source of Funding	Amount (in Rs.)	List of activities	Activities similar to the TOR/Scope of Work	Geographical area of activities as mentioned in column no. 5	Sector (i.e Health,Women issue,Education etc)
1	2	3	4	5	6	7
2025-2026						
2024-2025						
2023-2024						

9 b.: Whether blacklisted/debarred by any agency (both government, private and World Bank/ UN bodies) in the past? In case the agency has been blacklisted/ debarred in the past, the details of such blacklisting/debarment should be provided in the Affidavit If **yes, provide details in an Affidavit**.

9 c.: Indicate no staff or board member of your organization is part of any SACS/TSU staffs currently or in the past (In last three years). **Please provide the above information in the form of an Affidavit.**

(Two separate affidavits will be required on Rs. 300/- Stamp paper each)

Section C: Current Programmes being run by the organization

10. Geographical location of Work - List Village, Panchayat, Block, Taluka/Sub-Division, District (Each location should be separately specified)

11. Population with which they are presently working:

1. Rural/Urban :
2. Socio-economic group :
3. Occupational group :
4. Sex groups :
5. Students/Educational
6. Institution :
7. Youth :
8. Women groups :
9. Others :

12 Please provide basic information on the key projects carried out by your Organisation since the last three years (5 lines for each subject – attach separately).

- Community served
- Objective
- Strategies
- Main outcomes
- Evaluation methods employed
- Evaluation results

13 A brief write up on the programmes the organization currently runs

(Not more than three pages)

14. Agencies with experience in Health and HIV sector. Please specify and provide details of the client/donor agency, nature of projects, project period and contract value, continuing/completed.

15. Agencies with experience of working with projects supported by SACS/DACS. If yes, provide in details name of the SACS/DACS, nature of projects, project period, and status of the project (continuing/completed/terminated). In case of termination please provide the reason for termination. Attach any relevant document issued by SACS/DACS clarifying termination or the relevant reports including evaluation reports.

Section D: Documentation Required

16. Copies of the following documents need to be provided with self attestation by competent authority of the organization

1. Society/Trust/Charitable religious Registration Certificate
2. Memorandum of Association & Articles along with the latest filled return./Trust Deed
3. Annual Audit Report of the organization for the last three years (2023-2024, 2024-2025, 2025-26)**.** (in case of CBO less than Three year Annual Audit Report requirement for last one year)
4. Activity Report of the organization for the last three years (2023-2024, 2024-2025,2025-26). (**3 years for case of NGOs** and **one year for case of CBOs**.)
5. Copy of PAN Card (NGO/ CBO)
6. List of executive committee/Board/Governing Body members with Contact details and occupation
7. Copy of valid registration/Number of NITI Aayog –Darpan Portal
8. Copy of last or latest filled Income Tax returns (ITR)
9. Identification document of Authorized signatory submitting EOI (PAN)
10. Resolution by Executive committee /Governing body members for Submission of EOI to GSACS (Copy)
11. Record of discussion /minutes of Executive Committee /Governing board for last three years (in case of CBO less than Three year, Record requirement for minimum one year)
12. **Notaries affidavit (In original and on Rs. 300 stamp) Indicating that NGO/Society/Trust/agency is not involved in any corrupt practices and they have never been blacklisted/debarred by any agency (both government, private and World Bank/UN bodies). In case agency has been not black listed/debarred in the past, the details of such blacklisting/debarment should be provided in the Affidavit.**
13. **Notaries' affidavit (in original and on Rs. 300 stamp) Indicating that** no staff or board member of your organization is part of any SACS/TSU staffs currently or in the past (In last three years).
14. Copy of valid registration /certificate under section 12A or 80G of income Tax act /Valid tax exemption certificate
15. Organogram reflecting staff of similar nature /scope of work projects in last three

financial year (2023-2024, 2024-2025, 2025-26).

16. **Experience of:**
    - **(a)** HIV/AIDS Project experience in carrying out Care & support Centers, Community Care Centers, Community Support Centre, Drop-In Centres (DIC) for PLHAs or any other activity as per guidance of NACO/SACS in **last three financial year** (2023-2024, 2024-2025,2025-26).
    - **(b)** Managing other health projects such as RCH, Sexual health project, TB, Family planning in **last three financial year** (2023-2024, 2024-2025, 2025-26).
    - **(c)** Managing community development projects in **last three financial year** (2023-2024, 2024-2025,2025-26). (Health, Education, Skill development, Rural Development, SHGs formation, etc.)
17. Any experience of forming /establishing community based network (proof details of network and process documents)
18. Document showing any member of the target community in the advisory committee of NGO/CBO any professional in the advisory committee
19. Document related to experience of NGO/CBO in involving stakeholders in their work (any)
    - **(a)** Civil society organization
    - **(b)** Government department
    - **(c)** Private sector
    - **(d)** Faith base organization /cooperative
20. Document Showing NGO/CBO are member of any consortium /network
21. Document showing NGO/CBO involved in any committee formed by SACS/Government department
22. Document showing NGO/CBO involved in any district level committee formed by Government department
23. Any award for NGO/CBO (By government or corporate) (details if any)
24. Income Tax Registration and Exemption Certificate if any
25. FCRA Registration Certificate if any

17. Name of the person who filled this form

Qualification and experience ` :_____

Designation :_____

Address : _____

સામાન્ય સુચનાઓ

1. Care & Support Center માટે સંસ્થાની પસંદગીની પ્રક્રિયા, મળેલ મંજુરી અને નાકોની માર્ગદર્શિકા અનુસાર જ કરવામાં આવશે.
2. સદર જાહેરાત **Vadodara, Mehsana, Surendranagar, Rajkot, Bhavnagar and Jamnagar** જીલ્લા માટે Care & Support Centers ની કામગીરી માટે સંસ્થા પસંદગી માટે EOI for Care & Support Centre " આપવામાં આવેલ છે.
3. **અરજી ફક્ત રજીસ્ટરપોસ્ટ, સ્પીડ પોસ્ટ થી જ છેલ્લી તારીખ : 21/12/2026** સુધીમાં મળી રહે તે રીતે મોકલવાની રહેશે.
4. અરજી કવર (Envelop) ઉપર સ્પષ્ટ મોટા અક્ષરે "EOI for Care & Support Centre "તેમજ જે **જીલ્લા માટે અરજી કરેલ હોય તે જીલ્લાનું નામ** અવશ્ય લખવું **અરજી પત્રમાં પણ જે તે જીલ્લા માટે અરજી કરેલ છે** તે ફરજીયાત લખવાનું રહેશે .

5. **અધુ**રા/ **સમય મર્યાદા બાદ /અસ્પષ્ટ/અપૂર્ણ/** મળેલી તેમજ અધૂરા પ્રમાણ પત્રો ધરાવતી અરજી રદ થવાને પાત્ર રહેશે.
6. જો એક કરતા વધુ જીલ્લા માટે અરજી કરવાની ઈચ્છા હોય તો તેવી સંસ્થાઓ એ જીલ્લા દીઠ અલગ અલગ અરજી કરવાની રહેશે.
7. જે સંસ્થાની અરજી ડેસ્ક રીવ્યુ માં સ્થળ વિઝીટ માટે શોર્ટ લીસ્ટ થશે તે સંસ્થાની એકજ સ્થળે વિઝીટ કરવામાં આવશે.
8. આ જાહેરાત કોઈપણ કારણોસર રદ કરવાની કે તેમાં ફેરફાર કરવાની આવશ્યકતા ઉભી થશે તો તેમ કરવાનો ગુજરાત સ્ટેટ એઇડ્સ કંટ્રોલ સોસાયટીનો સંપૂર્ણ હક્ક/અધિકાર રહેશે અને ગુજરાત સ્ટેટ એઇડ્સ કન્ટ્રોલ સોસાયટી આ માટે કારણો આપવા બંધાશે નહિ.
9. કવરીંગ લેટર સાથેની **અરજીમાં માંગવામાં આવેલ** તમામ દસ્તાવેજ અનુક્રમણીકામાં પેજ નંબર સાથે ક્રમાનુસાર (**Flag - નબર અને વિવરણ સાથે પેજ પર લગાવી શકાય)** મુકવાના રહેશે .
10. અરજી કરનાર સંસ્થાઓ પૈકી ડેસ્ક રીવ્યુ દરમિયાન અગ્રતા ક્રમને આધારે નાકોની માર્ગદર્શિકા અનુસાર નિર્ધારીત સંખ્યા મુજબ સંસ્થાની સ્થળ મુલાકાત કરવામાં આવશે .

11. સ્થળ મુલાકાત થવી એ સંસ્થા પસંદગીની પ્રક્રિયાનો એક ભાગ છે, જેને પસંદગી થઈ છે એવું માની શકાશે નહી.
12. કોઈપણ સંસ્થા દ્વારા સીધી કે આડકતરી રીતે કોઈપણ જાતના દબાણ લાવવામાં આવશે કે અત્રેની કચેરીનો સંપર્ક કરવામાં આવશે તેવું ધ્યાને આવશે તેની અરજી દફતરે કરવામાં આવશે.
13. પસંદ થયેલ અને જેને કામગીરી સોપાવામાં આવશે તેવી સંસ્થાઓની યાદી અત્રેની કચેરીની વેબ સાઇટ પર મુકવામાં આવશે, તેથી કોઈએ ટેલીફોનીક કે રૂબરૂ સંપર્ક કરવો નહિ.