

**REQUEST FOR PROPOSALS FROM
ORGANIZATIONS WISHING TO REGISTER AS CBO PARTNER WITH
ALLIANCE INDIA FOR AZIM PREMJI FOUNDATION GRANT FOR THE STATES (1 CBO IN DELHI
COVERING NORTH DELHI; 2 CBOs in TELANGANA -1 IN HYDERABAD and 1 IN ANY ONE
DISTRICT OTHER THEN HYDERBAD AND 1 CBO IN ASSAM – COVERAGE OF ANY ONE
DISTRICT OTHER THAN GUWAHATI)**

I: Introduction

India HIV/AIDS Alliance (Alliance India) is a non-governmental organisation founded in 1999 to support sustained response to HIV in India. We work in partnership with the Government of India, civil society organisations and communities affected by HIV/AIDS to support the delivery of effective, innovative, community-based programmes at scale.

At Alliance India, we place equal value on every human life. Fuelled by this conviction, we work to foster wellbeing, equality, and affirm the dignity of HIV communities and key population groups, including men who have sex with men, women in sex work, persons from transgender community, people who use drugs and people living with HIV and other at-risk populations. We value responses that engage with affected communities and address the core issues of marginalisation based on gender, sexuality and other factors influencing equitable access to quality care. Our programming and policy efforts are driven by evidence of what works; quality and accountability are core priorities in our interventions.

Headquartered in Delhi, Alliance India implements programmes across India and has supported more than 450 organisations (NGOs/CBOs/Community Networks). Our interventions reach across 28 states and 4 UTs in India touching more than a million lives annually complementing the national HIV response of NACO (National AIDS Control Organization), in coordination with SACS (State AIDS Control Societies) and State Community Networks. Most of Alliance India's project are implemented in partnership with the national/state-level community networks. Through these partnerships, Alliance India continues to strengthen India's HIV response by advancing inclusive, community-led, and evidence-driven solutions that leave no one behind.

Alliance India is a Recipient of the Grant from Azim Premji Foundation for implementing Sahas programme for Transgender health and well-being.

The programme is designed to advance the health, dignity, and socio-economic inclusion of transgender community through community-led, holistic intervention.

II: Background of the programme:

SAHAS 2.0 adopts a holistic and community-led approach to address the diverse and intersecting needs of transgender community. The project focuses on key thematic areas including holistic healthcare, Gender Affirmation Care (GAC), crisis response and violence mitigation, community system strengthening, and improved access to social welfare and entitlements.

In addition, SAHAS 2.0 introduces a strengthened and strategic focus on the 3Es—Education, Employment, and Entrepreneurship—to advance long-term socio-economic empowerment. This includes facilitating access to education pathways, enhancing employability skills, creating sustainable livelihood opportunities, and supporting community-led entrepreneurship initiative.

III Objectives:

- **Strengthen Community-Led Systems:** Build the capacity of transgender led organizations to deliver inclusive, and holistic intervention, while promoting leadership, and sustainability at grassroots levels.
- **Enhance Health and Wellbeing:** Improve access to holistic healthcare, Gender Affirming-Care (GAC), psychosocial support, and violence mitigation services to ensure the physical, mental, and social wellbeing of transgender individuals.
- **Promote Socio-Economic Empowerment:** Advance long-term empowerment through Education, Employment, and Entrepreneurship (3Es), facilitating access to education, livelihood opportunities, and community-led entrepreneurship initiatives.

The project aims to establish community-friendly; one-stop support systems that provide integrated and referral-based services, ensuring that transgender individuals can access healthcare, psychosocial support, legal aid, and social protection in a safe, inclusive, and dignified environment. A core

component of SAHAS 2.0 is the continued strengthening of transgender-led CBOs through capacity building in organizational development, governance, advocacy, service delivery, and leadership. By promoting transgender leadership and enabling community leadership at local, state, and national levels, SAHAS 2.0 seeks to address structural barriers, improve access to inclusive services, and build sustainable systems for long-term impact. The project ultimately envisions a society where transgender persons can live with dignity, access equal opportunities, and achieve improved health, wellbeing, and socio-economic inclusion.

SAHAS 2.0 (2026 to 2029) builds on a community-led, holistic approach to strengthen transgender led Community-Based Organizations (CBOs) and address the diverse and intersecting needs of the community. Expanding its reach beyond state and city levels, the project adopts a decentralized approach by working deeply at the district, block, and taluka levels to ensure last-mile access to services, particularly for individuals in underserved and hard-to-reach areas across Assam, Telangana and Delhi

IV: SAHAS Drop-in Centre:

Drop-in Centres (DICs) under the SAHAS project serve as safe, inclusive, and confidential spaces for transgender individuals. These community-based hubs provide holistic, integrated services, combining health interventions including HIV/STI prevention, Mental Health support, Gender Affirming Care (GAC), and psychosocial support—with social protection guidance, capacity-building activities, and community networking opportunities.

The DICs function as the first point of contact for combination prevention services, enabling community members to access education, resources, and peer support in a non-judgmental environment. They also provide essential protection services, including referrals and support for gender-based violence (GBV), while fostering community leadership and peer engagement.

V: Role of CBO Partners

The CBO partner is responsible for overall management of the grant ensuring smooth implementation of the programme in the state. SAHAS partner would be provided technical support and oversight to enable them to accomplish the programmatic objectives and goal.

Detail of the State

S. No	Name of the state	District to be covered
1.	Telangana	Hyderabad
2.	Telangana	Open (Any district apart from Hyderabad)
3.	Assam	Open (Any district apart from Guwahati)
4.	Delhi	CBO with reach in following areas: North, North East, North West, Rohini and Outer Delhi (Najafagarh, Mundka and Nangloi)

Proposals are being invited from non-government, not for profit Societies, Charitable Trusts and Section 8 Companies, to meet the needs of Transgender persons. Preference will be given to community-based organizations

- Preference may be given to **transgender-led or transgender-inclusive organizations** with strong community trust and representation.

VI: Pre-Eligibility Requirements

Organizations must fulfil the following criteria to be eligible for applying:

- (1) Applicants must be not-for-profit or community-based organizations, registered as a Society, Trust or Section 8 Company (previously Section 25) under the Companies Act
- (2) The applicant organization must have been registered for more than 1 years.
- (3) Applicants must have more than one year (experience of working in the district/state)
- (4) Applicants must have filed Income Tax Return, for the last Financial Year (FY 2024-25)
- (5) Applicants must have the valid 12 A registration certificate under Income Tax Act.

- (6) Applicants must have minimum of one year experience of working for Transgender welfare in the geographical area to be covered
- (7) Applicants must have at least one year experience of involvement with Transgender community
- (8) Experience, of working with SACS/ DAPCU and similar health and social welfare departments in that district is desirable.
- (9) At least one year's experience of involvement with transgender health and welfare activities.

Project Period: The new agency would start their work from June, 2026 to February 2029

VII: Details of the RFP

Applicants wishing to respond to this **RFP** and participate in the assessment are required to submit their applications in the prescribed format (Form 1) by or before **6:00 pm on 18th May, 2026**.

Applications received after the above date and time shall be summarily rejected.

All eligible applications received by Alliance India shall be carefully reviewed and assessed, considering all details provided in the prescribed formats and supporting documents.

The appraisal process shall inter alia consider:

- (1) Organizational Values and Vision
- (2) Governance and Executive Leadership
- (3) Expertise in Programme Management
- (4) Financial Management Systems
- (5) Monitoring & Evaluation Systems
- (6) Prior Experience of Working on programmes for Transgender Persons – TG ID Cards, HIV linkage, GAC, Crisis management and support, vocational training, etc.
- (7) Prior Experience of managing or working with district-level organizations like ART Centres, DLSA, Police department, Healthcare centres etc
- (8) Prior Experience of Advocacy with state and local Government especially Social Welfare Department
- (9) Operational Plan (please refer Form 1 for details) submitted by the organisation.

Detailed appraisal as above shall result in the shortlisting of applicants who would be further assessed by a **team comprising of Alliance India staff through desk review/site visits to the shortlisted organizations**. Shortlisted CBOs shall be contacted by Alliance India and informed of site visit.

Following notification of short listing, **Assessment team** member may visit shortlisted organization on any day within the intimated time for a detailed assessment. Requests for change of dates shall not be entertained due to the limited timeframe for this exercise.

Please note that **Assessment team member** may be required to visit shortlisted organizations on working days or on weekends because of the need to conclude the selection within tight time lines. Shortlisted organizations shall be required to cooperate with **Assessment team member / field assessment team member** by providing detailed information regarding organizational functions, structure and/or arranging meetings with the top management team, details of ongoing and/or concluded projects executed for any donor agency, management systems, community involvement, outreach of the organization, etc.

Shortlisted organizations failing to provide or cooperate with the above information during the visit, including due scrutiny of documents and/or interviews with management, staff or beneficiaries, shall be automatically considered ineligible for final selection.

Please note that the shortlisting and selection process is being managed and administered by **Alliance India staff**. Any queries regarding the RFP should be made only through E-mail to procurement@allianceindia.org

VIII: Submission of Proposals

Applicants are required to ensure that hard copy of their applications in Form 1 along with all supporting information defined in Section F, are received by **Alliance India** via Registered Post with

Acknowledgment Due, or through Courier or By Hand delivery, in a sealed envelope, by or **before, 6:00 PM on 18th May, 2026** addressed as follows:

The Senior Administrative Officer
India HIV/AIDS Alliance
6 Community Centre, Kailash Colony Extension
New Delhi – 110 048
T +91-11-4536-7700

The proposal should be submitted in a sealed envelope and mention "PROPOSAL TO IMPLEMENT SAHAS 2.0 IN Delhi/Telangana/Assam on the top of the envelope.

All supporting documents need to be self-attested by the Authorised Office Bearer of the applicant organization.

Please note that applications received through e-mail will be rejected. The application documents as mentioned above should be sent within the timeline prescribed above.

Queries in respect of **RFP** are to be sent to procurement@allianceindia.org latest by **11th May, 2026**. Alliance India shall endeavour to collate and respond to all meaningful queries received from prospective applicants by or before **13th May, 2026**.

Responses to queries shall merely be compiled and sent to all the applicants who raised the queries through e-mail only.

Any action taken by the interested agencies directly/indirectly to influence the selection procedure for obtaining undue advantage, may lead to the rejection of application submitted by the said agency.

The decisions made at the end of the process of assessment will be considered final and binding. Attempts to influence decisions will not be considered favourably.

REGISTRATION FORM
(Prescribed Format for Submission of Information by
Organizations Wishing to Implement Sahas Programme with
India HIV/AIDS Alliance funded by Azim Premji Foundation

State/ Region:	
	(Indicate the State/ District for which the applicant is requesting registration)

SECTION A: PRE- ELIGIBILITY REQUIREMENTS			
S. No.	Requirement	Compliant? (Yes/No)	Supporting Document
1.	Applicants must be not-for-profit or community-based organizations, registered as a Society, Trust or Section 8 Company.		
2.	Applicants must have the valid 12 A registration certificate under the Income Tax Act		
3.	More than 1 year after registration for Organization		
4.	More than one year experience of working in the state(s) for which registration is sought.		
5.	Filed Income Tax Returns, for FY 2024-25.		
6.	At least 1 year experience of involvement with activities related to health, welfare and holistic development of transgender community.		
7.	Experience of involvement with at least 1 transgender community project		

SECTION B: ORGANIZATIONAL INFORMATION		
S. No.	Item	Information
1.	Full Name of Organization (as per registration document):	
2.	Registered Office Address: (Please provide complete address with PIN Code)	
3.	Telephone Nos.:	
4.	Email IDs:	
5.	Legal Status: (Please specify whether Registered Society/Trust/Section 8 Company/ Other)	

6.	<p>(1) Registration No. and Date:</p> <p>(2) Place of Registration and Other Details:</p> <p>(Please append copy of Certificate of Incorporation/Registration to this application form)</p>	
7.	Name and Designation of Contact Person(s):	
8.	Mobile No. and Email ID of Contact Person(s):	
9.	<p>Whether the Organization has any Branch Offices within the State?</p> <p>(If yes, please append details of Date of Commencement of each Branch Office, Address, and Details of Contact Persons)</p>	
10.	<p>Whether the Organization has any Branch Offices outside the State?</p> <p>(If yes, please append details of Date of Commencement of each Branch Office, Address, Names and Designations of Staff Posted and Details of Contact Persons)</p>	
SECTION C: ORGANIZATIONAL BACKGROUND		
11.	<p>What constitutes the Charter for your Organization viz. Bye Laws, Trust Deed, Memorandum & Articles or another equivalent document?</p> <p>(Please specify and append a copy of this document)</p>	
12.	<p>Names, Address, Designation and Other Information about Current Executive Committee/ Board Members of your Organization.</p> <p>(Please append list of Executive Committee/ Board Members, providing details of Names, Address, Designation, etc. as prescribed in Annexure A, provided at the end of this form)</p> <p>When was the Last Election held for the above Executive Committee/ Board?</p>	
13.	<p>Name, Address, Designation and Other Information about Key Management Officials (other than members of Executive Committee/ Board) in your organization.</p> <p>(Please append list of such officials, providing details of Names, Address, Designation, etc. as prescribed in Annexure A, provided at the end of this form)</p>	

14.	Area of Operations within the State. (Please specify the name of districts, within each state where your organization has programmes)		
15.	Area of Operations within the Country. (Please list States where your organization has ongoing and/or has executed projects)		
16.	Please list the Different Sectors/ Thematic Areas/ Issues on which your organization works.		
17.	Is your organization subject to Annual Audit? If yes, please provide the name and address of your Statutory Auditors.		
18.	Please provide details of Turnover* of your organization for the financial year 2024-25) * Turnover includes funds, donations, income, subscriptions and other incomes reflected in Income & Expenditure Account (Please append copies of the Audited Accounts of your Organization for the last financial year, as above, along with Copy of Income Tax Return for financial year 2024-25	Financial Year	Turnover (In Rs.)
		2024-25	
19.	Please provide details of Assets and other Infrastructure owned by your organization.	Name/ Category of Assets	Current Worth / Value in Rs.
20.	Please indicate if your organization is or has been Blacklisted/Debarred by any agency (viz. Government, Private NGO, Company or NABARD, World Bank/ GFATM/ DFID/ WHO/ USAID, UN Agency or Donor) in the past? If yes, please provide complete details of year, reasons for blacklisting, etc. (Note: Successful applicants may be required to file an affidavit confirming status of not being blacklisted, prior to formal selection)		

21.	<p>Please provide details of Legal Cases, if any, filed <u>against</u> your Organization, Board, or Managing Committee.</p> <p>(Note: Please provide details and current status of all such cases. You may be required to file an affidavit confirming status of legal cases, prior to formal selection)</p>				
22.	<p>Please provide details of Legal Cases, if any, filed <u>by</u> your organization.</p> <p>(Note: Please provide details and current status of all such cases)</p>				
23.	<p>Whether any staff or board member of your organization is part of any SACS/ DAPCU staff, currently engaged or was in the past?</p>				
24.	<p>Is your organization registered for exemptions from Income Tax (u/s 10 A, 12A, 34AC, 80G etc.)?</p> <p>(Please provide copy of relevant registration/ exemption certificate).</p>				
25.	<p>Does the organization have a valid FCRA? If yes, please attach copy of valid registration certificate. Are returns being filed within time?</p>				
SECTION D: STATUS OF CURRENT PROJECTS OF THE ORGANIZATION					
26.	<p>Please provide details of all projects executed by your organization during the last one year in the prescribed format provided at Annexure B.</p> <p>(Please additionally attach copies of evidence of such programmes being awarded or completed during the last one year).</p>				
27.	<p>Please provide geographical location for all ongoing/ completed projects executed during the last one year.</p> <p>(Each location should be separately specified).</p>	Project (Year)	Block	Sub-Division	District
28.	<p>Please provide details of Population Groups/ Segments with which your organization is presently working:</p>	<p>() Rural/Urban: () Socio-economic Groups e.g. Dalits, Tribals, etc.: () Occupational Group e.g. industrial workers, domestic workers, etc: Risk Groups : FSWs, Transgenders, MSM, Migrants, IDUs, Truckers:</p> <p>() Students/ Educational Institutions: () Youth: () Women:</p>			

		<input type="checkbox"/> Children: <input type="checkbox"/> Adolescents: <input type="checkbox"/> Girls: <input type="checkbox"/> Others:
29.	<p>Does your organization have prior experience of working for and with Transgender community? Please specify and provide details of the donor agency, project period, project objectives, status of work, brief of activity, contract value, and major outcomes.</p> <p>(Please append brief details, not more than one page each, for the three most significant projects as above, undertaken in the last one year).</p>	
30.	<p>Does your organization have experience of working with projects supported by SACS/ District Authorities? If yes, please provide details of the SACS/ District Authorities, nature of project, period and status of work (viz. ongoing/ completed/ terminated). In case of terminated projects, please furnish reasons for termination.</p> <p>(Please provide brief details, not more than one page each for the three most significant projects as above, undertaken in the last one year).</p>	
31.	<p>Please append true copies of documents issued by SACS/ District Authorities to your organization, if any, in respect of project completion. In case of termination before completion, please provide a true copy of the letter issued, if any, by SACS/ District Authorities, or provide the relevant reports including evaluation reports.</p>	
32.	<p>Please describe the advocacy achievements of your organization on issues relating to Transgender persons, this could include advocacy to the state health care system, local SACS or to the private sector.</p>	
SECTION E: Operational Plan for Role as CBO Partner		
33	<p>Please provide brief details (in not more than two pages) on how your organization plans to operationalize the implementation of SAHAS 2.0. At a minimum, your plan should address the following aspects:</p> <ol style="list-style-type: none"> (1) Human resources (2) Capacity building (3) Advocacy (4) Stakeholder management (5) Community mobilization (6) Meaningful involvement of Transgender Community in education, skill building and employment or entrepreneurship initiatives (7) Key challenges anticipated and your plans to address the same 	

SECTION F: DOCUMENTS REQUIRED FROM ORGANIZATION		Attached (Yes/No)
1	Supporting (Set)* 1: Self-attested copies of Society Registration/Incorporation Certificate, Bye Laws, Trust Deed and Memorandum of Association & Articles. {Ref Clause 6 & 11} (Note: In case the Registration/ Incorporation Certificate is in the vernacular language, please provide translated version in English, duly attested by a Notary Public)	
2	Supporting 2: In case of Branches within State : Date of Commencement of each Branch Office, Address, Names and Designations of Staff Posted and Details of Contact Persons. {Ref Clause 9}	
3	Supporting 3: In case of Branches outside State : Date of Commencement of each Branch Office, Address, Names and Designations of Staff Posted and Details of Contact Persons. {Ref Clause 10}	
4	Supporting 4: Name, Address, Designation and other particulars in respect of Present Executive Committee/ Board Members in format attached at Annexure A. {Ref Clause 12}	
5	Supporting 5: Name, Address, Designation and other particulars in respect of Key Management Officials other than Board Members in format attached at Annexure A. {Ref Clause 13}	
6	Supporting (Set)* 6: Annual Audit Report for the last one year viz. Financial Year 2024-25. {Ref Clause 18}	
7	Supporting (Set)* 7: Copies of Income Tax Returns for Financial Year 2024-25. {Ref Clause 18}	
8	Supporting (Set)* 8: Copies of Relevant Certificate of Exemptions from Income Tax (u/s 10 A, 12A, 34AC, 80G) etc. {Ref Clause 24}	
9	Supporting (Set)* 9: Details of Projects Executed in last 1 year in format provided at Annexure B. Also Evidences in terms of Clause 25. {Ref Clause 26 & 31} Note: Evidences can be copy of Letter of Award/ Release Order for Programme, Certificate from SACS or DAPCU, etc.	
10	Supporting 10: Please provide brief details, not more than one page each, for at least one most significant projects in respect of experience in working for and with transgender community , during the last one year. {Ref Clause 29 & 33}	
11	Supporting 11: Please provide brief details, not more than one page each, for atleast one most significant projects in respect of experience of working with projects supported by SACS/ DAPCU, during the last one year. {Ref Clause 30}	
12	Supporting (Set)* 12: Last one year`s Annual Report of the Organization.	
13	Supporting 13: Two page proposed Operational Plan for implementing role of implementing partner in the state/region applied for. (Ref Clause 33)	
	* The word 'Set' indicates that multiple documents relating to relevant year, etc., will be required to be submitted as 'Supporting' in these cases.	

**SECTION G: VERIFICATION OF VERACITY OF THIS BID DOCUMENT
(By Authorized Office Bearer)**

I _____ in my capacity as _____ of _____
do hereby confirm that all the details and information provided in this Bid Document, Annexure and Attachments Required in Section D are true and correct to the best of my knowledge and belief. In case any of the information, details or attachment provided is found to be incorrect this Bid Document may be rejected without assigning any reasons thereto.

I have been duly authorized by the Board /Executive or Managing Committee of _____ to sign this Bid Document and attest all the Annexure & Attachment forming part of this document.

Signature : _____
Name of Authorized Person _____
Designation _____

**SECTION H: UNDERTAKING TO WORK WITH
STATE AND DISTRICT LEVEL PARTNERS
(By Authorized Office Bearer)**

I _____ in my capacity as _____ of _____
do hereby undertake that should my organisation be selected to implement the Sahas 2.0 program, the organisation will work with relevant stake holders to effectively fulfil the project objectives. This will include working with relevant government agencies

I have been duly authorized by the Board /Executive or Managing Committee of _____ to sign this undertaking.

Signature : _____
Name of Authorized Person _____
Designation _____

ANNEXURE A**DETAILS OF KEY OFFICIALS OF THE ORGANIZATION**

Name	Designation in the Executive Committee/ Board/ Organization	Qualifications	Occupation	Address, Phone Number & Email Id	Professional Experience in No. of Years	Remuneration/ Salary Drawn from Organization or Project Implemented by Organization, if any (in Rs pa)	Relationship with any Other Executive Committee/ Board Member	Whether Community member (Yes/ No/ No Response)
1	2	3	4	5	6	7	8	9

ANNEXURE B

DETAILS OF KEY PROJECTS EXECUTED BY THE ORGANIZATION

Period (lapsed time in months indicating start and completion month & year)	Name of Project*	Source of Funding	Amount (in Rs.)	List of Key Project Activities	Major Outcomes/ Outputs of the Project	Identify Specific Activities Similar to TORs/Scope of Work for SAHAS 2.0	Geographical Area of Activities Mentioned in Column 5 (mention districts)	Specify Project Involvement with Transgender community, if any
1	2	3	4	5	6	7	8	9

* Please provide details of projects for the last one year

Scope of Work

The selected Community-Based Organization (CBO) shall design and implement **community-led, inclusive interventions for transgender individuals** across identified urban and rural locations in **Assam, Telangana, and Delhi**. The interventions must ensure equitable engagement with the transgender community and facilitate **stigma-free access to health and non-health services**, while strengthening community resilience and institutional linkages.

The CBO will receive **ongoing technical assistance and mentoring** to support the development of sustainable, well-governed operations, with a strong emphasis on health services, crisis response, access to social entitlements, and livelihood advancement.

Key Responsibilities and Deliverables

- **Establish and operate one Drop-In Centre (DIC)** to serve as a safe and accessible space for:
 - Health referrals and linkages
 - Support for accessing social protection schemes and entitlements (e.g., Aadhaar, ration cards, government welfare programs)
 - Crisis response and psychosocial support
- **Facilitate skill development and livelihood interventions**, including:
 - Identification and promotion of vocational training opportunities
 - Support for wage employment, self-employment, and entrepreneurship
 - Tracking, monitoring, and documentation of progress toward economic self-reliance
- **Organize and facilitate regular community engagements**, including:
 - Structured community meetings
 - Formation and strengthening of peer support groups, with dedicated focus on mental health, well-being, and prevention and response to gender-based violence (GBV)
- **Strengthen institutional capacity**, including:
 - Training program staff on Gender-Affirming Care (GAC) principles and inclusive service delivery
 - Developing and strengthening referral networks for specialized services such as hormone therapy, gender dysphoria-related care, and gender-affirming surgical services
- **Conduct continuous advocacy and sensitization activities** with key stakeholders (e.g., service providers, local authorities, and community leaders) to promote inclusive policies, non-discriminatory services, and improved social acceptance of transgender persons
- **Ensure robust program management and compliance**, including:
 - Maintenance of a comprehensive and regularly updated line list of all community members reached within the assigned catchment area
 - Adherence to all data protection, confidentiality, and financial compliance requirements
 - Close coordination and regular reporting to the National Team
 - Timely implementation of activities in line with approved workplans and program timelines