



Request for Proposal (RFP)

**CSR funding for projects under
SBIF LEAP: Climate Smart Livelihood aligned with
DDKY**

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www.sbifoundation.in

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SBI FOUNDATION

Introduction

SBI Foundation

SBI Foundation (SBIF) was incorporated to bring all the CSR activities of the State Bank Group under one umbrella and contribute to the efforts made by the State Bank Group to support and uplift the underprivileged sections of society. The focus areas of SBIF are Livelihoods & Entrepreneurship, Education, Environment, Sports, Rural Development, Healthcare, Disability & Inclusion, and Women Empowerment.

So far, SBIF has impacted the lives of more than 30 million beneficiaries through its various CSR initiatives and aims to continue improving the socio-economic well-being of society, particularly of the less fortunate and underprivileged members, and enable them to live up to the potential that they all possess.

SBI Foundation's work through its flagship program, **SBIF LEAP - Livelihood and Entrepreneurship Accelerator Programme**, is geared towards achieving the UN SDG 1 "No Poverty" and SDG 17 "Partnership for Goals" for eradicating poverty in all forms.

The SBIF LEAP program works primarily in the following 5 themes:

- A. Micro-Entrepreneurship
- B. Integrated Livestock Development
- C. Setting up Community Institutions
- D. Innovators for Bharat- Promoting Startups
- E. Skilling for Future
- F. Climate Smart Livelihoods

About the Request for Proposal (RFP)

SBIF intends to engage non-profit organizations registered in India for funding projects in the thematic area of Climate Smart Livelihoods. The purpose of this Request for Proposal (RFP) is to invite potential grantees with a proven track record to implement projects in agriculture and allied livelihood. This document provides information to enable the agencies to understand the requirements of SBIF for submitting their "Proposals".

Invitation for Proposals

SBI Foundation hereby invites proposals seeking funding under SBIF LEAP: Climate Smart Livelihood aligned with DDKY. The budget for a proposal should be in the range of Rs. 50.00 Lakhs to Rs. 2.00 Cr. for a support period of 1-3 years starting this Financial Year. Multiple submissions will be disqualified.

(For project proposals between 50 Lakhs to Rs. 1.00 Cr, the cumulative CSR revenue of the organization for the last 3 financial years (2023-24, 2024-25, 2025-26), should be a minimum of Rs. 2.00 Cr)

and,

For project proposals above Rs. 1.00 Cr, the cumulative CSR revenue of the organization for the last 3 financial years (2022-23, 2023-24, 2024-25/ 2023-24, 2024-25, 2025-26), should be a minimum of Rs. 5.00 Cr)

The RFP document, proposal forms, **document checklist**, grant utilisation format, quarterly reporting format is available on SBI Foundation's website: <https://sbifoundation.in/Request-for-Proposals>

Applicants are requested to study this RFP document carefully and check their eligibility with the 'Document Checklist' and other criteria mentioned in the RFP before submitting their proposals in response to the call for RFPs. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications. Prospective agencies are requested to check the prequalification criteria before submission of proposal (both Technical and Financial).

Key Events and Dates

Sr. No.	Process step*	Timeline*/Details
1	Publication date of the RFP	17 th June 2026
2	Last Date for requesting clarifications through email	1 st July 2026 (Responses will be shared by us on email and a FAQ document will be shared and updated based on queries)
3	Last Date and Time for submission of proposals	7 th July 2026
4	Communication to shortlisted participants to make presentations	17 th July to 21 st July 2026
5	Tentative date for Presentations to be made by shortlisted candidates	26 th July to 31 st July 2026
6	Final communication of selection	5 th August 2026
7	Place of Submission of Proposals (Online Submission only)	<p>sbifleaprfp@sbifoundation.co.in Soft copies to be sent by 5th July 2026 with subject line "SBIF LEAP RFP DDKY <NGO NAME>"</p> <p>Only Shortlisted NGOs will be contacted and they shall be required to submit Hard copies at a later date.</p> <p>Address: SBI Foundation, Shop no. 35, The Arcade, World Trade Centre, Cuffe Parade, Mumbai 400005</p>

Instructions to the Agencies

1. Submission of Proposal

- a. The agency can only submit one proposal at a time.
- b. The agency should submit the proposal if it meets all the criteria mentioned in this RFP. No deviations are allowed. No reference is entertained, it might also lead to disqualification.

2. Completeness of Response:

- a. The agencies are requested to study all instructions, forms, terms, requirements and other information in the RFP document carefully (including proposal format, document checklist, reporting formats etc.). Submission of proposal shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.
- b. The RFP and all the annexures should be **downloaded and filled** from the link furnished- <https://www.sbifoundation.in/request-for-proposal>. All completed formats should be sent to the email id sbifleaprfp@sbifoundation.co.in by 7th July 2026. The shortlisted NGOs will be requested to submit hard copies at a later date.
- c. The response to this RFP should be complete in all respects. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the agency's risk and may result in rejection of its proposal.

3. Agency Inquiries/Clarifications:

- a. The agency shall send their queries at sbifleaprfp@sbifoundation.co.in with a subject line 'SBIF LEAP- RFP DDKY Queries, before 1st July 2026. Queries received after the aforesaid due date will not be responded to/acted upon.
- b. Queries on telephone, social media or any other medium will **NOT** be entertained.

4. SBIF's right to terminate the process:

- a. SBIF may terminate the RFP process at any time and without assigning any reason thereof.
- b. SBIF reserves the right to amend/edit/add/delete any clause. However, this will be informed to all and will become part of the RFP.
- c. During the RFP process, if any information is found false/ fraudulent/ mala fide, then SBIF shall reject the proposal and if necessary, initiate appropriate action.

5. Language of Proposal:

- a. Proposals should be submitted in English language only.

6. Documents (Scan) to be submitted and Pre-qualification criteria:

- a. The Agency should be a non-profit organization/trust/society registered in India.
Documents to be submitted: A checklist of the documents is attached as **Annexure II**.
- b. Proposal Evaluation form shall be submitted with authorized signature and official seal on each page of the Proposal Evaluation Form and accompanying documents (as per the document checklist) by the agency.

- c. **Performance Track record:** The Agency will be expected to have:
- **Minimum 3 years of experience in implementing agriculture, rural development, livelihoods, natural resource management, or farmer-centric development projects.**
Demonstrated a minimum of 3 years of successful implementation of programmes focused on agricultural development, horticulture, irrigation, farmer livelihoods, value chain development, rural enterprise promotion, or allied agriculture activities.
 - **Track Record in Community Mobilization and Institution Building**
Proven ability to form and strengthen community-based institutions like SHGs, FPOs, seed banks, producer groups or water user groups with active member participation and sustainability.
 - **Implementation of Projects in Similar Geographies**
Prior work experience in proposed districts under DDKY.
 - **Ability to Integrate Technology and Innovation**
Evidence of leveraging digital tools, ICT platforms, agri-tech solutions, precision agriculture, weather advisory systems, renewable energy solutions, farm mechanization, or other innovations to improve agricultural productivity, market access, and farmer livelihoods.

The past work done by the organisation must have included the following broad scope:

- **Agricultural Productivity Enhancement:** Promotion of improved farming practices, crop diversification, soil health management, integrated farming systems, horticulture, and sustainable agriculture.
- **Water Resource Management and Irrigation:** Watershed development, water conservation, rainwater harvesting, micro-irrigation systems, community irrigation infrastructure, and water-use efficiency interventions.
- **Post-Harvest Management and Value Addition:** Establishment of storage facilities, aggregation centres, primary processing units, grading and packaging facilities, and market-oriented infrastructure.
- **Institution Building:** Formation and strengthening of FPOs, SHGs, JLGs, Cooperatives, Producer Groups, and other community institutions, including governance and enterprise management support.
- **Market Linkages and Financial Inclusion:** Facilitation of market access, value-chain development, buyer-seller linkages, digital marketplaces, institutional credit access, and financial literacy initiatives.
- **Technology and Innovation:** Use of digital agriculture solutions, GIS, remote sensing, mobile-based advisory services, farm mechanization, renewable energy, or AI-enabled solutions for agricultural development.
- **Monitoring and Knowledge Management:** Experience in project monitoring, impact assessment, MIS development, learning documentation, and dissemination of best practices.
- **Government Convergence:** Demonstrated partnerships with government departments and convergence with schemes such as PM-DDKY, PMKSY, RKVY, MIDH, NRLM, PMFME, National Livestock Mission, MGNREGS, and other agriculture and rural development programmes.

Full list of Schemes for convergence can be accessed here: [DDKY Guidelines](#)

Documents to be submitted: Copies of previous project completion and work experience details.

- d. Any Sub-letting, sub-contracting and/or outsourcing of the activities **shall only be permitted for the purpose of technology integration**. Such technology integration

must be undertaken through any of the following qualified channels:

- DPIIT-recognized agri-tech start-ups with expertise in precision agriculture, digital extension services, weather advisory systems, market intelligence, farm mechanization, irrigation technologies, or farmer service platforms.
- Organizations providing patented, proprietary, or proven technology solutions relevant to agricultural productivity enhancement, post-harvest management, value-chain development, irrigation efficiency, or rural enterprise development.
- Nationally recognized technical and research institutions such as ICAR institutes, Krishi Vigyan Kendras (KVKs), ICRISAT, NABARD-supported institutions, Agricultural Universities, IITs, IIMs, and other reputed knowledge partners.
- Agencies specializing in GIS, remote sensing, climate and weather services, agricultural extension, farmer training, market linkages, digital agriculture, or impact assessment.
- Technology solutions approved, validated, or recommended by ICAR, NABARD, Ministry of Agriculture & Farmers Welfare, State Agriculture Departments, Agricultural Universities, or other recognized public institutions.

All such engagements must be explicitly detailed in the project proposal, with defined roles, deliverables, and outcomes. Prior written approval from the RFP issuing authority is mandatory for all subcontracting arrangements.

- e. A self-declaration (on the letterhead) that the Grantee does not discriminate based on race, colour, religion, sex, national origin, age, sexual orientation, gender identity, disability, genetic information, citizenship, veteran or marital status, or any other basis prohibited by law.
- f. The Agency should not have been blacklisted by any Government Agency/PSU/Central/State agency or under a declaration of ineligibility for fraudulent or corrupt practices. Documents to be submitted: Declaration from the current authorised signatory of the company.

The agency must also submit the remaining documents and policies (soft copies) as mentioned in the document checklist

7. Evaluation Process:

- a. SBI Foundation will shortlist the proposals based on its internal Shortlisting criteria. SBI Foundation will shortlist the proposals based on the Shortlisting criteria as mentioned on Page No. 14 of the RFP titled 'Selection Criteria for RFP'.
- b. The Internal Committee of SBI Foundation shall evaluate the shortlisted proposals based on the parameters defined on Page No. 14 titled 'Selection Criteria for RFP' of the RFP and submit its recommendation to the Competent Authority whose decision shall be final in all aspects.

8. Grant Terms and Schedule:

- a. Grant will be released on a quarterly/half yearly basis on satisfactory performance by SBI Foundation and submission of quarterly reports (activity and financial utilisation) duly signed by the authorized signatory and duly certified by the auditors of the successful agency. Brief monthly updates on activities conducted would also be required to be submitted.

- b. All terms regarding the grant will be in accordance with the amendment to the Companies Act 2013, with effect from 22nd January 2021 and any further enactments by the government shall be binding on all the stakeholders.
- c. A separate bank account (preferably a savings bank account) in State Bank of India for the purpose of this grant and proof of the same should be furnished to SBI Foundation. All receipts and payments related to the said project must be routed through this account.
- d. SBIF will release the grant, subject to verification of the reports submitted by the successful agency and subsequent approval by the Competent Authority, on submission of invoice and all other supporting documents being in order.
- e. A grant agreement/MoU will be executed between SBIF and grantee with details of additional terms and conditions. The Project will be executed as per the terms and conditions of the grant letter or MoU and shall be binding on the Agency.

9. Penalty

- a. SBIF shall be at liberty to impose penalties, including cancellation of awarded grant, if the agency indulges in fraudulent activities, malpractices and mala fides. In case of the said situation, SBIF shall blacklist the implementing agency in its books and shall share the information with the Ministry of Corporate Affairs for further course of action.

10. Non-Disclosure Agreement (NDA)

Selected agencies will have to sign the Non-Disclosure Agreement (Annexure) with SBIF.

11. Transfer of RFP

The RFP document is not transferable.

12. Proposal Preparation Costs

The agency shall submit proposal at its own cost and SBIF shall not be held responsible for any cost incurred by the agency. Submission of proposal does not entitle the agency to claim any cost and rights over SBIF and SBIF shall be at liberty to cancel any or all proposals without giving any notice. All materials submitted by the agencies shall be the absolute property of SBIF and no copyright/patent, etc. shall be entertained by SBIF.

13. Submission of Proposals

The proposal submission shall comprise of the duly filled in proposal format uploaded on the website, along with all the annexures as mentioned in the document checklist uploaded on website.

14. Late Proposals

Any proposals received by SBIF after the deadline for submission of proposal shall be declared late and will be rejected.

15. Disclaimer:

- i. The information contained in this RFP document or information provided subsequently to implementing agencies whether verbally or in documentary form/email by or on behalf of SBI Foundation is subject to the terms and conditions set out in this RFP document.
- ii. This RFP is not an offer by SBI Foundation, but an invitation to receive responses from the eligible implementing agencies.
- iii. The purpose of this RFP is to provide the implementing agencies with information to assist preparation of their proposals. This RFP does not claim to contain all the information each implementing agency may require. Each implementing agency should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information contained in this RFP and where necessary obtain independent advice/clarifications. SBI Foundation may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP.
- iv. The SBI Foundation, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant under any law, statute, rules or regulations or tort, principles of restitution for unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form or arising in any way for participation in this process.
- v. The SBI Foundation also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused arising from reliance of any implementing agency upon the statements contained in this RFP.
- vi. The issue of this RFP does not imply that SBI Foundation is bound to select an implementing agency or engage an agency and SBI Foundation reserves the right to reject all or any of the implementing agencies or proposal without assigning any reason whatsoever.
- vii. The implementing agency is expected to examine all instructions, forms, terms and specifications in the RFP Document. Failure to furnish all information required by the RFP or to submit a proposal not substantially responsive to RFP in all respect will be at the implementing agency's risk and may result in rejection of the proposal.

16. Modification and Withdrawal of Proposals:

- i. The implementing agency may modify or withdraw its proposal after the proposal submission, provided that written notice of the modification, including substitution or withdrawal of the proposal, is received by SBI Foundation, prior to the deadline prescribed for submission of proposals.
- ii. No modification in the proposal shall be allowed, after the deadline for submission of proposal.

SBIF shall award the contract to the selected/identified agency at the Quality & Cost Based Selection (QCBS) method. Allocation of marks will be done by assigning weightage to Technical proposals (80%) and Financial Proposal (20%).

Scope of Work

The proposed projects under the theme of 'Climate Smart Agriculture aligned with DDKY' will be part of the SBI Foundation's program SBIF LEAP: Livelihood and Entrepreneurship Accelerator Program.

Since 2020, the LEAP (Livelihoods and Entrepreneurship Accelerating Program) vertical has been advancing sustainable agriculture and rural livelihood initiatives focused on improving farmer incomes, strengthening value chains, promoting community institutions, and enhancing long-term resilience in rural communities across India.

In FY 2026–27, LEAP proposes to support projects aligning with the **Prime Minister Dhan-Dhaanya Krishi Yojana (PM-DDKY)** by inviting applications from eligible organizations for implementation of interventions focused on sustainable agriculture, and rural livelihood enhancement in identified aspirational agricultural districts under DDKY.

Pradhan Mantri Dhan Dhanya Krishi Yojana (PMDDKY) is an initiative launched by the Government of India. Its main objective is to transform the farming landscape and increase farmers' income in 100 backward districts with low agricultural productivity and limited credit availability. It aims to:

1. Enhance agricultural productivity
2. Adopt crop diversification and sustainable agriculture practices
3. Augment post-harvest storage at the panchayat and block level
4. Improve irrigation facilities
5. Facilitate availability of long term/ and short-term credit.

Through convergence with government schemes and district-level planning and monitoring mechanisms, the initiative will deliver measurable and auditable outcomes.

As part of the first phase of implementation under PMDDKY, SBIF LEAP proposes to focus on the North-Eastern region, with the objective of covering all North-Eastern districts under DDKY while expanding its agricultural development initiatives to currently underserved geographies under LEAP. In subsequent phases, the program will be scaled to progressively cover all PMDDKY districts across the country.

The North-Eastern region continues to face significant agricultural development challenges that limit productivity and income generation among farming communities. Although the North-East accounts for only about **3.8% of India's population**, it comprises **10% of the districts identified under PMDDKY**, reflecting the region's developmental challenges. These districts are characterized by **substantially lower irrigation coverage (9.6–26% compared to the national average of 55.8%)**, **lower cropping intensity (100–130% versus 155.9% nationally)**, and a **high dependence on rainfed agriculture (83–85% compared to 43.6% nationally)**^{[1][2][3]}. These factors highlight considerable opportunities for improving agricultural productivity, resilience, and farmer incomes through targeted interventions.

Preferred project locations are the states and districts identified under the PM-DDKY, as outlined below:

1. Arunachal Pradesh - Anjaw
2. Manipur- Tamenglong
3. Meghalaya- West Jaintia Hills
4. Mizoram- Mamit
5. Nagaland- Mon
6. Sikkim- Geyzing (formerly West District)
7. Assam-Sribhumi (Karimganj), Charaideo, Dima Hasao

8. Tripura- North Tripura

^[1] <https://agriwelfare.gov.in/en/Dept>

^[2] <https://desagri.gov.in/wp-content/uploads/2025/07/LUS-2023-24-to-be-printed-Uploaded.pdf>

^[3] https://www.iasri.res.in/uploads/IASRI%20Data%20Book%20-2025%20_low.pdf?utm_source=chatgpt.com

Organizations are suggested to select maximum 2 districts.

Minimum number of beneficiaries: At least **500 direct beneficiaries** per region, with a strong emphasis on youth, women, and marginalized groups.

Framework of Projects under SBIF LEAP: CLIMATE SMART LIVELIHOOD ALIGNED WITH DDKY

The proposed projects must align with the framework outlined below and adhere to the guidelines of **Prime Minister Dhan-Dhaanya Krishi Yojana (PM-DDKY)**.

Applicants are advised to refer to the detailed PM-DDKY Guidelines available here. [DDKY-Guidelines](#)

The programme shall be designed to address district-specific agricultural and livelihood challenges.

A. Project Scope

- **Baseline & Planning:** District/block-level assessments of agriculture, irrigation, livelihoods, infrastructure, and value chains aligned with District Agriculture & Allied Activities Plans.
- **Capacity Building:** Training farmers, FPOs, SHGs, PACS, agri-entrepreneurs, and rural youth on sustainable agriculture, allied activities, enterprise development, and financial literacy.
- **Productivity Enhancement & Sustainable Agriculture:** Promotion of improved technologies, climate-resilient practices, crop diversification, natural farming, horticulture, and farm mechanization.
- **Irrigation:** Promote micro-irrigation, sprinkler and drip irrigation systems, solar-powered irrigation, precision irrigation technologies, irrigation scheduling, and efficient water-use practices.
- **Post-Harvest Management & Value Addition:** Aggregation, storage, processing, grading, packaging, cold-chain infrastructure, and value-addition enterprises.
- **Technology Integration:** Digital agriculture, weather advisories, GIS planning, mechanization, drones, MIS, and market intelligence systems.
- **Financial Inclusion & Market Linkages:** Credit access, KCC, insurance, financial literacy, FPO strengthening, buyer-seller linkages, and digital market platforms.
- **Convergence & Institutional Strengthening:** Convergence with PM-DDKY and related schemes; strengthening FPOs, SHGs, PACS, and producer collectives.
- **Monitoring & Knowledge Management:** Real-time monitoring, impact assessment, documentation of best practices, and knowledge dissemination.

B. Target Beneficiary Group

- Small and marginal farmers
- Women farmers and women-led collectives
- Farmer Producer Organizations (FPOs)
- Self-Help Groups (SHGs)
- Scheduled Castes, Scheduled Tribes, and vulnerable communities

C. Framework

1. Sustainable Agriculture & Productivity Enhancement

- Improve productivity through quality seeds, balanced nutrient management, mechanization, precision farming, and digital technologies.
- Promote crop diversification, multi-cropping, integrated farming systems, high-value crops, chemical free farming, IPM, INM, climate-resilient seeds, and sustainable resource-use practices.

2. Irrigation

- Expand micro-irrigation, promote precision irrigation technique, facilitate the adoption of solar-powered irrigation solution etc.
- Promote efficient and sustainable use of water resources.

3. Post-Harvest Infrastructure & Value Addition

- Develop storage, cold-chain, warehousing, logistics, grading, packaging, and processing infrastructure.
- Promote value-added enterprises and strengthen market access to reduce post-harvest losses and improve farmer incomes.

4. Financial Inclusion, Credit Linkages & Market Linkage

- Facilitate access to KCC, agricultural infrastructure financing, crop insurance, and long-term credit.
- Strengthen linkages with banks and government financing schemes.
- Promote market access through strengthening producer collectives/FPOs, establishing buyer-seller linkages, aggregation mechanisms, and facilitating access to digital and institutional marketing platforms.

D. Targeted Outcomes of the Project

- Minimum 35–40% increase in productivity of targeted crops.
- Number of farmers, SHG members, FPO members, and rural youth trained.
- Number of FPOs, SHGs, producer groups, and community institutions formed or strengthened.
- Minimum 50% increase in annual household income over the project period.
- At least 90% of supported farmers, enterprises, or producer groups linked to formal markets, aggregators, processors, or digital platforms.
- 90% Farmers linked to credit access.
- Increase in area under multiple cropping and diversified farming systems.
- Increase in area under assured irrigation and improved irrigation intensity.
- Improved storage, processing, and value-addition capacities resulting in reduced post-harvest losses.
- Increased use of farm mechanization, digital agriculture tools, weather advisory systems, and productivity-enhancing technologies.
- Strengthened convergence with PM-DDKY district plans and government programmes, ensuring long-term sustainability and scalability of project outcomes.

The disbursement of the final instalment of the allocated funds is contingent upon the NGO successfully meeting predefined programmatic and/or financial objectives.

Baseline Study:

In the identified districts, a baseline survey for ascertaining the existing status will be undertaken which inter alia will include:

- (i) Agriculture productivity of main crops, fruits and vegetables having substantial coverage along with identification of those blocks / villages where the productivity is less than the district average.
- (ii) A diagnostic analysis of reasons where productivity is low so that short, medium and long term

- measures can be identified and interventions linked to the ongoing schemes.
- (iii) Identification of post-harvest infrastructure gaps including warehouses, ripening chambers, market yards, etc.
 - (iv) Identification of cold chain gaps including cold storage, refrigerated vans, etc.
 - (v) The average productivity of fisheries and milk and the reasons for any shortfall.
 - (vi) A general soil health map of the district identifying key nutritional deficiencies.
 - (vii) Specific region-wise gaps in availability of horticulture seed / plant materials as well as availability of latest climate resilient seed authority in major crops being grown in the district.
 - (viii) The credit deposit ratio and the level of priority sector lending in the district and the reasons for shortfall in the achievement of the targets of the district credit plan.
 - (ix) Identification of regions sensitive for natural disaster, pests and diseases of crops and diseases of livestock etc.
 - (x) Presence of SHGs, FPOs, Water User Groups, Panchayats, and tribal bodies
 - (xi) **Socio-economic status**
 - Household income, landholding size, occupation profile
 - Access to basic services (health, education, finance)
 - (xii) **Demographic details**
 - Age, gender, caste/tribe, disability status
 - (xiii) **Skill levels**
 - a. Knowledge of sustainable practices, tech familiarity, digital access
 - (xiv) **Aspirations and constraints**
 - Interest in agriculture or non-farm enterprises
 - Migration trends, credit access, market barriers

Partner organizations applying for a project must follow the broad framework given above for SBIF LEAP: CLIMATE SMART LIVELIHOOD ALIGNED WITH DDKY

Selection Criteria for Agencies

The evaluation of the agencies shall be done by the competent authority on the following parameters:

A. Project Proposal

1. Alignment with 'SBIF LEAP: CLIMATE SMART LIVELIHOOD ALIGNED WITH DDKY' framework.
2. Clear and concise details of the proposed solution, implementation plan and outcomes.
3. Innovation in the project.
4. Risk-mitigation measures.
5. Comprehensiveness of the Log frame & Project timelines.
6. Project Monitoring & Evaluation Process.
7. Proportion of admin and overhead costs, in comparison to the total project budget.
8. Project exit strategy & sustainability of the solution.

B. Experience

1. The NGO should have a minimum of 3 years of existence on the date of publication of this RFP.
2. The NGO should have a minimum of 3 years of overall work experience in the proposed thematic area and should have a presence in the proposed state.
3. The NGOs having demonstrated capability to improve measurable outcomes to ensure effectiveness and efficiency of the intervention will be preferred.
4. The Agency should demonstrate prior experience in planning and executing agriculture, allied livelihoods, and rural development interventions in the proposed regions
5. The NGO must have completed at least 3 assignments/projects of a similar nature funded by a Public sector/Govt. Organizations/Central/State government authority/ Foundations.

C. The Agency shall be rejected if:

1. The cumulative annual revenue of the organization for the last 3 financial years is less than Rs. 2.00 Crores (*For project proposals between 50 Lakhs to Rs. 1.00 Cr*) / Rs. 5.00 Crores (*For project proposals above Rs. 1.00 Cr*).
2. It has political or religious associations.
3. It fails to furnish the due diligence documents mentioned in Annexure II.
4. The number of board members is less than 3.
5. The number of permanent employees is less than 5.
6. Individual donors are among the top 3 donors.

Guidelines for Proposal

The Proposal should comprise of the following:

1. The proposals must be direct, concise, and complete. All information not directly relevant to this RFP should be omitted. The implementation plan should be mentioned in a step-by-step approach, Log frame with means of verification and Work plan with clear timelines should be part of the proposal. SBIF will evaluate the agency's proposal based upon its clarity and the directness of its response to the requirements of the project as outlined in this RFP.
2. Prices shall be quoted entirely in Indian Rupees. The price quoted would be inclusive of all taxes, duties, charges, and levies as applicable. The detailed financials have to be submitted including cost breakups.
3. The proposed projects that work with and are supported by the government will be preferred.
4. The proposed interventions should be sustainable and scalable and can be replicated across geographies and demographics.
5. The NGOs having demonstrated capability to improve measurable outcomes to ensure effectiveness and efficiency of the intervention will be preferred.
6. Projects should be inclusive in nature, targeting beneficiaries from all strata and groups of the society

****Guide for Filling RFP Forms for SBIF LEAP: CLIMATE SMART LIVELIHOOD ALIGNED WITH DDKY: find the link [Guide to RFP.docx](#)***

Annexure I

Non-Disclosure Agreement

This Non-Disclosure Agreement ("Non-Disc") is made and entered into _____ of _____ by and between SBI Foundation (SBIF) and _____ (Non-profit organizations Name) and whereas, SBIF and _____ (Hereinafter referred to as service provider) have entered into a Non-Disclosure Agreement effective from _____.

And,

Whereas, each party desires to disclose to the other party certain information in oral or written form which is proprietary and confidential to the disclosing party, ("CONFIDENTIAL INFORMATION").

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements contained herein, the parties agree as follows:

1. Definitions (As used herein):

(a) The term "Confidential Information" shall include, without limitation, all information and materials, furnished by either Party to the other in connection with -citizen/users/persons/customers data, products and/or services, including information transmitted in writing, orally, visually, (e.g. video terminal display etc.) or on magnetic or optical media, and including all proprietary information, customer & prospect lists, trade secrets, trade names or proposed trade names, methods and procedures of operation, commercial or marketing plans, licensed document know-how, ideas, concepts, designs, drawings, flow charts, diagrams, quality manuals, checklists, guidelines, processes, formulae, source code materials, specifications, programs, software packages, codes and other intellectual property relating to the disclosing party's data, computer database, products and/or services. Results of any tests, sample surveys, analytics, data mining exercises or usages etc. carried out by the receiving party in connection with the SBIF's Information including citizen/users/persons/customers personal or sensitive personal information as defined under any law for the time being in force shall also be considered Confidential Information.

(b) The term, "SBI Foundation (SBIF)" shall include the officers, employees, agents, consultants, contractors and representatives of SBIF.

(c) The term, "Service Provider" shall include the directors, officers, employees, agents, consultants, contractors and representatives of _____, including its applicable affiliates and subsidiary companies.

2. Protection of Confidential Information:

With respect to any Confidential Information disclosed to it or to which it has access, Service Provider affirms that it shall:

- (a) Use the Confidential Information as necessary only in connection with Project and in accordance with the terms and conditions contained herein;
- (b) Maintain the Confidential Information in strict confidence and take all reasonable steps to enforce the confidentiality obligations imposed hereunder, but in no event take less care with the Confidential Information than the parties take to protect the confidentiality of its own proprietary and confidential information and that of its clients;
- (c) Not to make or retain copy of any commercial or marketing plans, citizen/users/persons/customers database, Proposals developed by or originating from SBIF or any of the stakeholders of SBIF except as necessary, under prior written intimation from SBIF, in connection with the Project, and ensure that any such copy is immediately returned to SBIF even without express demand from SBIF to do so;
- (d) Not disclose or in any way assist or permit the disclosure of any Confidential Information to any other person or entity without the express written consent of the other party; and
- (e) Return to the other party, or destroy, at SBIF's discretion, any and all Confidential Information disclosed in a printed form or other permanent record, or in any other tangible form (including without limitation, all copies, notes, extracts, analyses, studies, summaries, records and reproductions thereof) immediately upon the earlier to occur of (i) expiration or termination of either party's engagement in the Project, or (ii) the request of the other party therefore.
- (f) Not to discuss with any member of the public, media, press, any or any other person about the nature of arrangement entered between SBIF and Service Provider or the nature of services to be provided by the Service Provider to the SBIF.

3. Onus: Service Provider shall have the onus of proving that any disclosure or use inconsistent with the terms and conditions hereof falls within any of the foregoing exceptions.

4. Exceptions: These restrictions as enumerated in section 1 of this Agreement shall not apply to any Confidential Information:

- (a) Which is independently developed by Service Provider or lawfully received from another source free of restriction and without breach of this Agreement; or
- (b) After it has become generally available to the public without breach of this Agreement by Service Provider; or
- (c) Which at the time of disclosure to Service Provider was known to such party free of restriction and evidenced by documentation in such party's possession; or
- (d) Which SBIF agrees in writing is free of such restrictions.

(e) Which is received from a third party not subject to the obligation of confidentiality with respect to such Information;

5. Remedies: Service Provider acknowledges that (a) any actual or threatened disclosure or use of the Confidential Information by Service Provider would be a breach of this agreement and may cause immediate and irreparable harm to SBIF; (b) Service Provider affirms that damages from such disclosure or use by it may be impossible to measure accurately; and (c) injury sustained by SBIF may be impossible to calculate and remedy fully. Therefore, Service Provider acknowledges that in the event of such a breach, SBIF shall be entitled to specific performance of Service Provider's obligations contained in this Agreement. In addition, Service Provider shall indemnify SBIF of the actual and liquidated damages which may be demanded by SBIF. Moreover, SBIF shall be entitled to recover all costs (including reasonable attorneys' fees) which it or they may incur in connection with defending its interests and enforcement of legal rights arising due to a breach of this agreement by Service Provider.

6. Need to Know: Service Provider shall restrict disclosure of such Confidential Information to its employees and/or consultants with a need to know (and advise such employees of the obligations assumed herein), shall use the Confidential Information only for the purposes set forth in the Agreement, and shall not disclose such Confidential Information to any affiliates, subsidiaries, associates and/or third party without prior written approval of the disclosing party.

7. Intellectual Property Rights Protection: No licence to a party, under any trademark, patent, copyright, design right, mask work protection right, or any other intellectual property right is either granted or implied by the conveying of Confidential Information to such party.

8. No Conflict: The parties represent and warrant that the performance of its obligations hereunder do not and shall not conflict with any other agreement or obligation of the respective parties to which they are a party or by which the respective parties are bound.

9. Authority: The parties represent and warrant that they have all necessary authority and power to enter into this Agreement and perform their obligations hereunder.

10. Dispute Resolution: If any difference or dispute arises between the SBIF and the Service Provider in connection with the validity, interpretation, implementation or alleged breach of any provision of this Agreement, any such dispute shall be referred to the Managing Director, SBIF.

11. Entire Agreement: This Agreement constitutes the entire understanding and agreement of the parties, and supersedes all previous or contemporaneous agreement or communications, both oral and written, representations and understandings among the parties with respect to the subject matter hereof.

12. Amendments: No amendment, modification and/or discharge of this Agreement shall be valid or binding on the parties unless made in writing and signed on behalf of each of the parties by their respective duly authorized officers or representatives.

13. Binding Agreement: This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns.

14. Severability: It is the intent of the parties that in case any one or more of the provisions contained in this Agreement shall be held to be invalid or unenforceable in any respect, such provision shall be modified to the extent necessary to render it, as modified, valid and enforceable under applicable laws, and such invalidity or unenforceability shall not affect the other provisions of this Agreement.

15. Survival: Both parties agree that all of their obligations undertaken herein with respect to Confidential Information received pursuant to this Agreement shall survive till perpetuity even after any expiration or termination of this Agreement.

16. Term: This Agreement shall remain valid up to 1 years from the "effective date".

IN WITNESS HEREOF, and intending to be legally bound, the parties have executed this Agreement to make it effective from the date and year first written above. For SBIF

India,

For Service Provider

Name of the authorized signatory

Name of the authorized signatory

Designation:

Designation:

Witnesses:

1. _____

2. _____

Annexure II

Due Diligence Document Checklist

Sr. no	Documents
1	Proposal form - (Annexure III)
2	Trust Deed/ Rules and Regulations/ Memorandum of Association
3	Registration Certificate
4	Valid 12A Registration
5	Valid 80G Registration
6	FCRA Certificate (For FCRA registered organisations)
7	PAN
8	Address Proof
9	IT - Returns (Last 3 Financial Years – FY 2022-23, 2023-24, 2024-25), {2025-26 (if available)}
10	Audited Reports (Last 3 Financial Years - FY 2022-23, 2023-24, 2024-25), {2025-26 (if available)}
11	Self-Declaration: Stating that the “Organisation has never been blacklisted by any Organisation or never have been found in any financial irregularities or criminal activities till date and does not have any religious or political associations.”
12	Annual Reports (Last 3 Financial Years – FY 2022-23, 2023-24, 2024-25), {2025-26 (if available)}
13	Organisation Profile
14	Brief Bio Data (incl. Education and Work ex) of Board Members
15	Brief Bio Data (incl. Education and Work ex) of Top Management
16	Minutes of Board Meeting (last two)
17	Personal/HR Policy: Including Remuneration policy for Directors/Trustees; Remuneration policy for CEO, COO, Secretary, etc.; Promotion, Increment, Role assignment policy.
18	Finance Policy: Including procurement policy, Purchase/ Sale of Assets/ Investments.
19	Organogram of Organisation
20	Detailed Budget sheet in Excel
21	Third-party evaluation/Audit reports/Impact Assessment
22	MIS for planning, tracking & reviewing
23	Profile of Key Leaders and Founders
24	Media Reports and Publication (Regarding the organisation’s achievements)
25	Awards and Recognitions Pics/link
26	Feedback mechanism (Beneficiaries & other stakeholders)
27	Monitoring Mechanism/Software in place
28	GST certificate
29	Form CSR 1

Annexure III

Technical Form (Evaluation Form) –

Section 1: Organisation Details & Section 2: Project Proposal The proposal shall be evaluated out of 100.

Link: [SBIF Evaluation Form.docx](#)

SBI FOUNDATION

Annexure IV

Financial Format

Link: [Budget Format SBIF.xlsx](#)

SBI FOUNDATION

Annexure V

Format of Agreement/MoU

MoU & Grant Letter Format Link:

Link: [Annexure V Terms & Conditions.docx](#)

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