

**MANDATORY ELIGIBILITY CRITERIA** This information is mandatory. Organization submitting EOI must furnish all mentioned documents in reference to requirements. Failing to provide any requirement below will be resulted in disqualification (Please note that the submitted EOI will be treated as a final document and PPAF shall not ask for any additional information in this regards)

Requirement	Reference	Documentation to be submitted
Registration	The organization must be registered under one of the existing registration laws of Pakistan. Organizations must be registered under the Voluntary Social Welfare Agency Ordinance 1961, the Societies Registration Act 1860, or Section 42 of the Companies Ordinance 1984.	Attested/certified original copies of the organization registrations
Financial Statement	Audited Financial Statement of the Organization for the last 3 fiscal year in sequence starting last fiscal period	Attested copies of the audited financial statements for each past 3 fiscal year in sequence starting from last fiscal year
Sanctions	The Organization should provide a self declaration that the organization, its members of the board of director (governance body) and its core management team is not sanctioned or is currently in the process of being sanctioned by Government of Pakistan (include department/agency sanctions and provincial authority sanctions) and any international donor agencies.	One single self declaration on bond paper by the authorized representative. Standard language should be used by all organization based on the template to be provided by PPAF
Civil and Criminal Litigations	The Organization should provide a self declaration that the organization, its members of the board of director (governance body) and its core management team have not been and are not current under any civil or criminal litigation for any prohibited practices. Organization should also disclose previous and ongoing civil or criminal litigation in the event of any sanctioned by Government of Pakistan (include department/agency sanctions and provincial authority sanctions) and any international donor agencies. The Organization shall not be under litigation on financial matters with PPAF and/or have dues outstanding to PPAF.	One single self declaration on bond paper by the authorized representative. Standard language should be used by all organization based on the template to be provided by PPAF. In the event of any past ongoing civil or criminal litigation, self declaration should include declaration language to be modified to include the list of past and ongoing litigations which will be assessed and accepted based on the risk such past and ongoing litigation poses.

QUALIFICATION CRITERIA	Organization meeting the Eligibility Criteria will be assessed further to determine its capacity and experience		Max. Marks	
Management Team Qualification and Experience	.Points will be allocated on presence of these functions in the organization.	.Signed CVs of Core Management Team (CEO, Programme Director, Finance Director, M&E Director, Internal Auditor) .Organogram of the organization	10	2 marks for one core management team member and the marks will be allocated as:
Reporting	. Last three years' programme annual reports available (January 2015 - December 2018) . Last three years' evaluation/impact studies available for Livelihoods/Microfinance/Social Mobilization/Capacity building programmes/projects (January 2015 - December 2018)	Past three year annual reports and impact studies or evaluation studies	10	1 mark for each year's annual report 1 marks for each impact or other evaluation studies
Experience	Financial value of Projects/Programmes (Livelihoods/Microfinance/Social Mobilization/Capacity building) undertaken in last three years (In Pak Rupees) in NPGP districts/province. (July 2015 - June 2018)	. Attested copy of contract or agreements with details of value . Clear and concise list of projects/programmes along with financial value	20	Total financial turnover in last three financial years (July 2015 - June 2018): Over 600 million Pak Rupees = 20 marks Between 600 to 400 million Pak Rupees = 15 marks Between 400 to 200 million Pak Rupees = 10 marks Below 200 million Pak Rupees = 5 marks
	Presence in NPGP districts during past five years (January 2013 - December 2018)	Clear and concise list of projects/programmes implemented in NPGP districts	15	Present in NPGP district = 15 marks If, not in NPGP district = 0 marks
	Previous experience as PPAF Partner Organization	Clear mention of number of years Organization is partnering with PPAF	15	
	Experience of implementation of livelihoods programmes in past five years (January 2013 - December 2018)	Clear and concise list of livelihood projects/programmes along with number of direct beneficiaries	10	If asset transfers = 10 marks Other than asset transfers = 5 marks
	Experience of implementation of microfinance/IFL programme in past five years (January 2013 - December 2018)	Clear and concise list of microfinance projects/programmes along with number of clients	10	Interest free loan programme = 10 marks Micro finance programme = 5 marks
	Experience of implementation of social mobilization/institutional development programme in past five years (January 2013 - December 2018)	Number of Village Organizations and Union Council Level Organizations supported in last 5 years. (A VO is a federation of 10-15 hamlet level organizations and should have a village development plan in place.)	10	Over 200 Village and UC level community institutions = 10 marks Between 150-200 village and UC level community institutions = 5 marks

Note: Organizations meeting eligibility requirement and scoring minimum 70 and above marks will be shortlisted and invited to submit the RFP.