

# REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

**Country: Pakistan**

**Project: Pakistan Poverty Alleviation Fund**

**Assignment Title: Hiring of a firm for Financial Information System (FIS)**

Pakistan Poverty Alleviation Fund (PPAF) is the lead apex institution for community-driven development in the country. PPAF aims to be the catalyst for improving the quality of life, broadening the range of opportunities and socio-economic mainstreaming of the poor and disadvantaged, especially women. PPAF delivers a range of development interventions at the grassroots/community level through its Partner Organizations' network across the country. PPAF's core interventions include, but not limited to, social mobilization, support for livelihood, enterprise and employment, access to credit, skills development, infrastructure and energy, health, education and disaster management.

The objectives of the assignment are that all financial transactions will be recorded in FIS, All reporting will be generated by FIS and all reported will be generated by FIS etc. It will add value to PPAF by offering more analytical capabilities. The budget process automation will remove most of the laborious work.

The PPAF now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Firm consultants shall be evaluated on the basis of following criteria:

<b>Evaluation Criteria</b>		
<b>Criteria</b>	<b>Benchmarks</b>	<b>Allocated Points</b>
<b>1. Registration with Government</b>	Please submit a copy of valid company registration certificate and NTN along with your EOI.	10
<b>2. Relevant Experience</b>	Solution Provider must have minimum (05) five years of relevant experience (i.e. Successful implementation of similar nature software in medium to large scale organizations)  Experience of minimum five successful Project implementations of similar nature with different clients	50
<b>3. Geographical Spread</b>	Solution Provider's presence at Islamabad / Rawalpindi would be mandatory	10
<b>4. Associated Human Resources</b>	The solution provider should have a permanent team of skilled and experienced staff for customization, implementation and post implementation support	30

The firm(s) who would qualify the above criteria would be considered for next step i.e. Short listed firm(s) will be invited to submit the technical and financial proposal for the assignment.

It is required that consultants provide professional, objective, and impartial advice and at all times hold the client's interests paramount, without any consideration for future work, and that in providing advice they avoid conflicts with other assignments and their own corporate interests. Consultants shall not be hired for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of being unable to carry out the assignment in the best interest of the Borrower.

A Consultant will be selected in accordance with the procedures set out in PPAF Procurement Guidelines.

Interested firms may obtain further information with regard to preparing the Expression of Interest (EOI) at the address given below or via email address "[sohaib@ppaf.org.pk](mailto:sohaib@ppaf.org.pk)" during office hours (0900-1700 hours) from Monday through Friday.

Expression of Interest (EOI) must be uploaded in a soft form (PDF version) as per instructions given on website "<http://eoi.pfaf.org.pk:82/index.php>" not later than **1700 hrs on 12<sup>th</sup> February, 2019.**

Unit Head-Procurement  
Pakistan Poverty Alleviation Fund (PPAF)  
Plot 14, Street 12, Mauve Area, G-8/1, Islamabad  
UAN: (92-51) 111-000-102; Ph: (051) 8439450-79  
Fax: (92-51) 2282262 & 4, Website: [www.pfaf.org.pk](http://www.pfaf.org.pk)