

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

Country: Pakistan

Project: Pakistan Poverty Alleviation Fund (PPAF)

Assignment Title: Hiring of Executive Search Firms

Pakistan Poverty Alleviation Fund (PPAF) is the lead apex institution for community-driven development in the country. Set up by the Government of Pakistan as an autonomous not-for-profit organization, PPAF enjoys facilitation and support from the Government of Pakistan, The World Bank, International Fund for Agricultural Development (IFAD), KfW Entwicklungsbank (Development Bank of Germany) and other statutory and corporate donors. 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. The core operating units of the PPAF deliver a range of development interventions at the grassroots/community level through a network of more than 125 Partner Organizations (PO) across the country. These include social mobilization, support for livelihood, enterprise and employment, access to credit, skills development, infrastructure and energy, health, education and disaster management. Externally commissioned independent studies have demonstrated positive outcomes and impact of PPAF interventions on the lives of benefiting communities related to their economic output, household incomes, assets, agricultural productivity skills and other quality of life indices. For a complete profile, please visit our website at <http://www.pfaf.org.pk/>

The aim of this assignment is to maintain a pool of headhunters who specialize in providing headhunting services especially to development sector organizations. Services of these firms will be utilized as and when required for positions which are critical to PPAF, as per their expertise.

The PPAF 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:

Evaluation Criteria		
Criteria	Benchmarks	Allocated Points
Registration with Government	The company must have a registered NTN and should be registered with relevant Government department. Must be on Active Taxpayer List.	10
Relevant Experience	The firm should have at least seven years of experience in providing services related to recruitment & selection, recruitment assessment, executive search, head-hunting etc. Experience in providing quality executive search / head-hunting services to national / international development sector organizations.	40
Geographical presence	The firm should preferably be based in Islamabad and may have regional offices across the country.	20

Associated Human Resources	Key staff members should have skills in recruitment, recruitment assessments, executive search, headhunting. Key team members should have at least 5 years of experience in the HR field.	30
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The firm qualifying the above criteria would be considered for next step i.e. Shortlisted firm 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.

The Consultant firm will be selected in accordance with the 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" 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 1100 hrs on 14th September, 2020.

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