REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES – FIRMS SELECTION)

**Country: Pakistan**

**Project: Pakistan Poverty Alleviation Fund**

**Assignment Title: “Formulation/revision of the PPAF Strategy based on results and lessons from implementation of 2021-2025 Strategy”**

1. **Introduction and Background:**

Pakistan Poverty Alleviation Fund (PPAF) is the lead apex institution for community-driven development in the country. PPAF was registered in February 1997 under Section 42 of the Companies Ordinance 1984 (now Companies Act 2017) as a not-for profit company. PPAF’s mission is to transform the lives of the poor to create a more equitable and prosperous Pakistan. It has outreach in 149 districts across all four provinces and regions of the country, supporting communities to access improved infrastructure, energy, health, education, livelihoods, finance, and develop resilience to disasters. It serves the poorest and most marginalized rural households and communities across the country providing them with an array of financial and non-financial services. PPAF aims to ensure that its core values of social inclusion, participation, accountability, transparency, and stewardship are built into all processes and programmes. For a complete profile, please visit our website at <http://www.ppaf.org.pk>.

PPAF receives funding from the Government of Pakistan, prominent international donors, and utilises its own resources to design and implement projects and initiatives are implemented through network of partner civil society organisations. PPAF is committed to building and enhancing the capacity of its partner organisations to improve social mobilisation, and to promote the values of inclusion, participation, accountability, transparency, and stewardship. Through these efforts, PPAF aims to create sustainable and empowered communities, significantly contributing to the nation’s long-term development and stability.

These are the Terms of Reference (ToRs) for the required technical support through an experienced consulting firm for formulating the Pakistan Poverty Alleviation Fund’s Strategy along with its Results Framework, and Multi-Annual Actionable Plan, while assessing the results and achievements under the existing 2021-25 Strategy and considering the lessons learnt towards the formulation of the revised Strategy. The new Strategy, its Results Framework, and the Multi-Annual Actionable Plan, to be developed under this assignment will provide strategic direction for the subsequent PPAF’s interventions during the defined period towards achievement of PPAF’s aspirations in respect to its vision, mission, and strategic goals and objectives.

Additionally, the revised Strategy will serve as a tool for resource mobilisation from the federal and provincial governments and its development partners, and national and international corporate sector and funding agencies. The ToRs therefore provide information on the overall objectives of the consultancy, the general methodology, tools and approaches, the expected deliverables and the required qualification and experiences of consultants.

1. **Rationale of the Assignment**

In 2021, PPAF launched its five-year 2021-25 Strategy that defines the focus for its interventions under the following four goals on which PPAF invested the bulk of its efforts and resources. Each goal contributes to the Government of Pakistan’s long-term development agenda, including Sustainable Development Goals (SDGs) and “Vision 2025”, and other sectoral policies. Moreover, the Strategy defines specific expected outcomes and results to ensure that PPAF effectively and efficiently fulfills its mandated objectives stipulated in its bylaws.

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| **Goal 1:** Foster institutions of and for the poor to reduce inequalities, promote inclusive governance and development. | **Goal 2:** Enhance sustainable and resilient livelihood opportunities to support households to graduate out of poverty. |
| **Goal 3:** Address systemic deprivations that exacerbate poverty through local infrastructure development and community well-being initiatives. | **Goal 4:** Strengthen organisational effectiveness by aligning resource mobilisation, people capabilities and partnerships to transform into a more agile, responsive, and effective institution. |

To effectively showcase the relevance and efficacy of its 2021-25 Strategy, it is imperative for PPAF to assess the results and impact, and to document learnings from implementation of the Strategy. This course of action will also inform and contribute to the formulation of the revised Strategy, and to transparently communicate to the stakeholders of the achievements and broader impact of PPAF’s interventions. This fosters accountability and underscores the significance of the organisation's contributions.

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** | | |  |
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| **Criteria** | **Benchmarks** | **Allocated Points** | **Max # of Pages** |
| 1. **Registration with Government** | The firm must be registered with any appropriate authority. The certificate of incorporation or the certificate of commencement of business should be provided. Valid NTN certificate (to be attached with EOI) | 5 | 1-2 |
| 1. **Relevant Experience & Assignments** | 1. A company registered in Pakistan with at least 10 years of proven experience in formulating institutional policies and strategies, conducting assessments and evaluations, situational analyses, outcome surveys, and impact assessment studies regarding integrated poverty alleviation and community development programming. (08 marks) 2. Experience in conducting at least two (2) similar assignments, verifiable through references from previous clients and final outputs. (06 marks) 3. Proficiency in applying global standards, guidelines, and approaches to qualitative and quantitative assessment/ surveys/ research studies/ evaluations. (06 marks) 4. A strong track record in reviewing integrated approaches to poverty alleviation. (05 marks) 5. Expertise in qualitative and quantitative research methods, with detailed experience in evaluations of national/regional economic and social development programmes of comparable scale and complexity. (05 marks) 6. Familiarity with project cycle management principles and impact-based project evaluation methods. (05 marks) 7. Knowledge of the policy agenda on the economy, local context, and multisectoral development in fragile security situations. (05 marks) | 40 | 10-12 |
| 1. **Geographical Spread** | 1. Adequate capacity to propose and implement a rigorous mechanism for collecting data remotely in case of field access constraints due to natural disasters, law and order issues, or other security concerns. (05 marks) 2. Well-equipped and logistically appropriate office establishment (preference will be given to firms with a head office or branch office in any of the provinces covered by the assignment). (05 marks) | 10 | 4-5 |
| 1. **Associated Human Resources** | Provide list of professional staff along with CVs (40 marks). Also provide organogram of the organization (05 marks). | 45 | 15-20 |

The firm(s) who would qualify the above criteria would be considered for next step i.e. Shortlisted 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 interest 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 Client.

The budget ceiling for this assignment is PKR 6.0 million (inclusive of all applicable taxes). The consultant firm will be selected in accordance with the procedures set out in PPAF Procurement Guidelines: Fixed Budget Method (FBS).

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.

Sealed Expression of Interest (EOI) must be delivered to the address below, clearly mentioning title of the assignment **“Formulation/revision of the PPAF Strategy based on results and lessons from implementation of 2021-2025 Strategy”**, no later than 1700 hrs on 25th July 2024.

Manager-Procurement

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