

# REQUEST FOR EXPRESSION OF INTEREST

## HIRING OF FIRM FOR CARRYING OUT ATTENDANCE COMPLIANCE ACTIVITY

### IN 32 DISTRICTS

### WASEELA-E-TALEEM PROGRAMME

Benazir Income Support Programme (BISP) is the largest social safety net, established under BISP Act 2010 (No. XVIII of 2010) to provide income support and other social protection and safety net measures to economically unprivileged segment of the society. BISP has identified eligible poor families using a Poverty Scorecard conducted through a house to house census. The eligible beneficiary families are now part of a monthly un-conditional cash transfer programme. As part of its graduation strategy and to link these transfers to attainment of human development goals, BISP has initiated a Waseela-e-Taleem Programme, to financially support the primary education of children having ages between 4 – 12 years of BISP Beneficiary families for their enrolment and retention in schools. The said programme is currently being implemented in **50 districts** across the country under which each beneficiary child is receiving an additional cash transfer of Pak. Rs. 750 per quarter upon meeting the admission verification in 1<sup>st</sup> quarter and attendance requirement of 70% in subsequent quarters till completion of primary education.

Major activities under WeT Programme include: (i) Supply Capacity Assessment: Identify a list of eligible districts for extending WeT Programme to uncovered districts (Macro Supply Capacity Assessment) and to identify public primary schools and their available capacity including minimum infrastructure conditions (Micro Supply Capacity Assessment); (ii) Social Mobilization, Training & Capacity Building: Mobilization of BISP Beneficiary mothers for sending their out of school children for admission, development of linkages, training & capacity building of local government, district administration, education departments and BISP offices to ensure consistency/sustainability of the programme; (iii) Registration & Admission: Identification of active BISP families with children between age group of 4 – 12 years, registering them into WeT Programme and admitting them into WeT Schools; (iv) Attendance Compliance Monitoring: Attendance verification of the admitted children to identify beneficiary children who have complied with the defined co-responsibility of attendance compliance (v): Case Management: Aiming and receiving updates of beneficiary families, grievance redressal, detect flaws in process and resolve transfer claims; and (vi) Cash Transfer: Providing cash transfers as per defined protocols upon assurance of prescribed compliances.

BISP now intends to hire services of a Consulting Firm for carrying out **Attendance Compliance Monitoring** for each cluster for the period of two (02) years:-

Cluster – I		Cluster – II	
Punjab	Khyber Pakthunkhwa	Sindh	Balochistan
Bahawalnagar	Malakand	Karachi South	Nushki
Bahawalpur	Charsadda	Kamber Shahdad Kot	Awaran
Khushab	Banu	Larkana	Gwadar
Narowal	Haripur	Shaheed Benazirabad	Jhal Magsi
Rahim Yar Khan	Kohat	Sukkur	Loralai
Rawalpindi	Mansehra	Thatta	Musakhail
Sialkot	Nowshera	--	--
<b>Azad Jamu &amp; Kashmir</b>	<b>Gilgit Baltistan</b>	--	--
Mirpur	Gilgit	--	--
Bagh	Skardu	--	--
Kotli	Diamir	--	--

Towards this end, BISP hereby invites eligible national and international Firms/Joint Ventures, duly registered with the Government, Income Tax and Sales Tax Departments, to indicate their interest for providing the required services. Proofs of said registrations are required to be provided/ established in EOI Responses/Applications. The Firms/Joint Ventures who are registered with provincial Sales Tax Department can also apply in the selection process, however, upon award of contract if selected, those Firms/Joint Ventures shall be required to get themselves registered with Federal Board of Revenue/ ICT Sales Tax Department for seeking their claims.

**The services of consultancy firms shall be hired in two clusters through separate contracts for each cluster. The firms can apply for one or both clusters and the shortlisting shall be made clusterwise.**

The eligible consulting firms are required to demonstrate/provide following requisite information to prove their qualification/eligibility to perform the assignment. In this regard, there are prescribed standards which have been mentioned in the **Instructions for the Consultancy Firms** which may be downloaded from the websites [www.ppra.org.pk](http://www.ppra.org.pk) or [www.bisp.gov.pk/tenders](http://www.bisp.gov.pk/tenders) where this REOI is also available. Consultancy firms are encouraged to provide materials/ information that would be specific to the proposed services only by giving all the relevant details as required in the Instructions, and to avoid submitting generic promotional material. The unrelated or incomplete materials/information shall not be considered. The parameters for evaluating the EOI responses, are given against each requisite as under: -

- a) Complete historical profile of the organization/firm with the information i.e. incorporation certificate, experience, corporate profile indicating years of operations, core competencies, management structure & systems etc. Information related to the provincial/regional/field offices, permanent/intermittent staff, panel of experts etc. shall be a pre-requisite. **[Max. Score = 25]**
- b) Details of completed projects of similar nature, size and scale at national, provincial or regional level with requisite information i.e. project description, cost of the project, client, duration, number of field staff hired/mobilized & managed, type & scale of field mobilization, and type of association/JV if any. **[Max. Score = 50]**
- c) Geographical experience/presence of the firm at the level of respective cluster for which EOI response is submitted. **[Max. Score = 15]**
- d) Financial Soundness. For the said information, requirements & prescribed format have been given in the Instructions whose compliance is a must. **[Max. Score = 10]**

Firms interested to participate in a Joint Venture should submit all the required information as per above parameters in respect of each partner, which shall be assessed independently regardless of capacity/experience of the other partner. For firms who shall be in an arrangement of sub-consultant association, only the experience and capacity of lead firm, shall be assessed. However, such arrangement should be clearly mentioned in Expressions of Interest Response. The firms participating as sub-consultant association formation, the registration documents are also required to be provided.

A consultancy firm, will be selected through **“Quality & Cost Based Selection (QCBS) Method”** in accordance with the procedures set out in the Procurement of Consultancy Services Regulations 2010 issued by the Public Procurement Regulatory Authority, (as amended from time to time) which can be perused at the website: [www.ppra.org.pk/legal documents/regulations](http://www.ppra.org.pk/legal documents/regulations).

Expressions of Interest response, carefully prepared in accordance with the instructions provided in the REOI Notice & instructions to Consultants, must be delivered in a written form to the address below (in person, or by post) by or before **1400 hours** on **15<sup>th</sup> August, 2018**, which shall be opened on same day at **1430 hours** in the presence of representatives of consulting firms who may choose to be present.

**The assignment title of the consultancy and the name of the cluster applied for, should be clearly written on the front of the envelope or in the subject line.**

**Additional Director General (Procurement)**  
**BENAZIR INCOME SUPPORT PROGRAMME (BISP)**

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