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Sindh Community Mobilization Program

REQUEST FOR PROPOSAL

Description: **Hiring of a Theatre Firm/Services of Individual Consultant for Outreach Enhancement Theatres**

Original Date Issued: February 11, 2018

Closing Date: February 20, 2018

Subject: Request for Proposal: Hiring of a Theatre Firm/Services of Individual Consultant for Outreach Enhancement Theatres in CMP Targeted Districts in Sindh CMP/18/KHI/001

Background:

Sindh Community Mobilization Program (CMP) is one of the major components of Sindh Basic Education Program (SBEP), implemented by IRD. CMP has four key components and three cross cutting themes;

1. Increase communities' involvement in the Government of Sindh (GOS) reform of merging, consolidating, and upgrading schools
2. Improve community and district administrations coordination for increased girls' enrolment
3. Improve child nutrition in selected communities and government schools through research that informs innovation and good practice
4. Education Management Organizations (EMOs) pilot.

In addition CMP have three cross cutting themes which will significantly add value to these objectives i.e. Gender: mainstreaming of program activities, Water and Sanitation and Disaster Risk Reduction.

CMP empower communities through building awareness and enable GOS through increased involvement in order to support the GOS reforms of merging, consolidation and upgrading schools. CMP's inclusive community activities are designed to make SBEP's outcomes sustainable by active community participation. CMP will also leverage partnerships between public and private sector through education management organizations to ensure efficient management and sustainability of the intervention.

Objective of the Activity:

It is proven fact that direct interaction with the communities bears positive results. As two way communication often reduce ambiguities, resolve issues and foster cooperation. CMP has planned to conduct interactive street theatres to expand outreach activities. In rural areas, this medium of communication is popular, effective and receives community recognition as well as active participation.



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Scope of Work (SOW) / Deliverables:

Objective of this SOW is to obtain services of individuals/theatre groups/firms/creative agencies to organize street theatres in CMP targeted districts. The specific tasks that the theatre group/firm/creative agency needs to perform are as follows:

1. Prepare complete script in Sindhi language for rural Sindh and Urdu for Karachi. A synopsis of the script in English for donors/IRD HQ.
2. At least one full dress rehearsal day before the actual show.
3. Talent (with 50% female) and Props according to the culture and norms
4. All logistics for the theatre team.
5. Acquiring of suitable venue, decoration and acceptable level of arrangements (backdrop, banner, lights, sound system, seating for participants, stage).
6. Video recording of the complete theatre performance and photography on high definition cameras and provide edited video/photographs.

Language:

Language of the theatre would be Sindhi for project districts i.e. Dadu, Larkana, Qamber Shahdadkot, Jacobabad, Kashmore, Sukkur and Khairpur. Whereas medium of theatre for Karachi district would be Urdu.

Topics of Theatre / Number of Performances:

1. Improved girls' enrolment, high dropout of girls, and retention, role of women in decision making bodies specifically for girls' education, early marriages, domestic work, and domestic violence, lack of facilities at school level and community and Government role. (*One performance each in Dadu, Larkana and Jacobabad districts*)
2. Improved nutrition can lead to cognizant learning through physical and cognitive development and hygiene, complete and available/reachable diet, symptoms of malnourished child, mother and teacher role to addressing nutrition and hygiene issues. (*One performance each in Sukkur, Khairpur, Qamber Shahdadkot, Jacobabad, Kashmore, Larkana, Dadu districts*)

Duration of assignment

Performances to take place between April 2018 to September 2018

Required Qualifications, Experience and Core Competencies

At least 2-3 years of experience of organizing similar activities for development sector organizations, gender balanced group (performing talent). Local talent that can perform in Sindhi language.

Criteria for selection (eligibility / experience)

Companies/Individuals securing below 60% marks will not advance for further process.

Contract will be awarded on the basis of highest number obtained (technical and financial combined)



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Community Mobilization Program (CMP) is seeking Proposals from eligible national theatre firms/individual consultants for outreach enhancement theatres in CMP targeted schools for CMP Programs in Sindh Province.

CMP invites Proposals to be submitted in Two Sealed Envelops Financial and Technical proposals (separately) addressing

Procurement Specialist
IRD-CMP

Any questions regarding this RFQ should be directed via email to IRD representative cmpprocurement@irdglobal.org

I. Payment Conditions

- Payment to supplier/services provider would be made in Pak Rupees through Crossed Cheque on company name.
- 100 % Payment will be made through cross cheque after complete delivery, along with submission of invoice (Negotiable).
- Please note that those invoices which are of Rs 50,000 or above and contains GST/SST will be required to the aforesaid procedures. You will be required to send the pro forma invoices to IRD office along with tax exemption (if any). These documents will be sent by IRD to COR-USAID for further exemption from Govt. of Pakistan. The principal amount of invoice excluding GST/SST may be paid immediately (after ensuring complete documentation as per policies) and GST/SST payment may be released later on upon the confirmation from USAID after 90 days. In case if the exemption is received from USAID, IRD will inform you with necessary documentation. Otherwise, if no response is received by IRD within 90 days from USAID, IRD will inform you & make the payment of GST/SST.

II. Proposals Submittal Requirements:

- Proposals should be strictly submitted in sealed envelope (**Financial & Technical in separate envelopes**) before COB 1730hrs, February 20, 2018 at CMP Office, 4th Floor, Bahria Complex - 3, M. T. Khan Road, Karachi.
- Proposal on Company's letter head
- Proposal should be valid at least for Three (3) Months.
- All documentation is to be provided in English language.
- All applicable taxes will be deducted as per law.

III. Evaluation Criteria:

Weighted

The proposals will be evaluated through a competitive selection process. Following criteria will be followed.

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| • Company / Consultant's profile, previous experience: | 10 % |
| • Performing team, organizing team (<i>Director, Script Writer and Translator</i>): | 30 % |
| • Methodology, Language and local resource availability: | 30 % |
| • Proposed Budget: | 30 % |



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IV. Award Notification and Responses

Award notification will be sent to vendor within 3 weeks from the date of the receipt of the proposal deadline. The successful vendor must confirm the award within 2 working days. The award will be withdrawn due to non-responsive vendor and offered to the 2nd best qualified vendor.

The Price proposal/s will be reviewed for the best three vendors who will achieve the highest score in term of technical, qualification & experience requirement/s only.

The winning vendor's profile will be sent to USAID for vetting and form to be sent to vendor for obtaining basic details about vendor and its employees as per the USAID rules and regulation.

DUNS verification will be done only for the winning vendor.

V. Special instruction

- The cost related to preparation of Proposal and all related documents will be solely borne by Proposal.
- We reserves the right to accept or reject any Proposal, and to cancel the RFQ process and reject all Proposals, at any time prior to award, without thereby incurring any liability to vendor or any obligation to inform vendor of the grounds for CMP action.
- Our Organization complies with U. S. Executive Order #13224 on Terrorist financing which effectively prohibits transactions with persons who commit, threaten to commit or support terrorism. Any person or entity that participates in this RFQ process, either as a prime or sub to the prime, must certify as part of the Proposal that he or it is not on the U. S. Department of Treasury Office of Foreign Assets Control (OFAC) Specially Designated Nationals (SDN) List and is eligible to participate. Any Proposal received by a person or entity that is found to be on the List or otherwise ineligible will be disqualified.
- By signing this declaration SERVICE PROVIDER confirms that, to the best of their knowledge they are in compliance with:
 - Prohibition of Assistance to Drug Traffickers per <https://www.usaid.gov/ads/policy/200/206>
 - Executive Order on Terrorism Financing per <https://www.state.gov/j/ct/rls/other/des/122570.htm>
- Prohibition on the use of federal funds to promote, support or advocate for the legalization or practice of prostitution per <https://www.usaid.gov/ads/policy/300/303maa>
<http://transition.usaid.gov/policy/ads/300/310maa.pdf>
- **System for the award management (SAM)** check should be done before the awarding the LOI, PO or contracts.



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H.32 AIDAR 752.7101 VOLUNTARY POPULATION PLANNING ACTIVITIES (JUN 2008)

i. Requirements for Voluntary Sterilization Program. None of the funds made available under this contract

shall be used to pay for the performance of involuntary sterilization as a method of family planning or to

coerce or provide any financial incentive to any individual to practice sterilization.

ii. Prohibition on Abortion-Related Activities.

1. No funds made available under this contract will be used to finance, support, or be attributed to the

following activities: (i) procurement or distribution of equipment intended to be used for the purpose of

inducing abortions as a method of family planning; (ii) special fees or incentives to any person to coerce or motivate them to have abortions; (iii) payments to persons to perform abortions or to solicit persons to undergo abortions; (iv) information, education, training, or communication programs that seek to promote abortion as a method of family planning; and (v) lobbying for or against abortion. The term "motivate", as it relates to family planning assistance, shall not be construed to prohibit the provision, consistent with local law, of information or counseling about all pregnancy options.

2. No funds made available under this contract will be used to pay for any biomedical research which relates, in whole or in part, to methods of, or the performance of, abortions or involuntary sterilizations as a means of family planning. Epidemiologic or descriptive research to assess the incidence, extent or

consequences of abortions is not precluded.

iii. The contractor shall insert this provision in all subcontracts.