

Request- Expression of Interest

Develop a manual on market oriented agricultural processing and preservation for rural women

Introduction & Back ground of Organization:

NIDA-Pakistan is non-Profitable, non-Governmental, non-Political and non-Religion organization is committed to help the underprivileged population anywhere in Pakistan, including FATA, and Azad Kashmir. This organization operates independently of any political and cultural influences. As a non-governmental organization NIDA-Pakistan, intervenes both in situations of disaster and non-disaster for sustainable development of the marginalized population restoring their autonomy in the society. NIDA-Pakistan organization also works for persons with disabilities, non-formal education, against the issue of domestic violence, child sexual abuse/corporal punishment/child labor and child trafficking. The aim of NIDA-Pakistan is to serve the humanity, development of human resources, capacity building, mental health facilities, and economic sustainability without gender discrimination.

Objectives of the activity:

A manual on market oriented agricultural processing and preservation for rural women will be designed;

- To provide information & knowledge to rural women about use of agriculture production for processing & preservation of products
- To boost up the level of interest of rural women for marketing of processed & preserved agricultural products
- To develop an income generation informative guide for rural women on sustainable basis.

Expected Output/Results

- Rural women will be engaged in processing & preservation of food (agricultural production) on sustainable basis
- Rural women will be able to generate their income through use of manual
- Information among communities will be enhanced regarding preservation and processing of agricultural production to meet requirements of markets.

Scope of Assignment:

During 2018, NIDA- Pakistan intends to engage individual consultant/firm for Development of manual on market oriented agricultural processing and preservation for rural women in district Shangla Khyber Pakhtunkhwa (KPK). Target beneficiaries of this information sharing tool are men and women who are actual stakeholder of project and will have better understanding & conceptual clarity about use of agricultural production. The scope of work also includes the development of manual in local (Urdu) language for better understanding among communities especially women.

Technical & Financial Proposal

- The individual consultant/firm shall include honoraria against their service.
- A comprehensive proposal on the process and delivery of service will be submitted by vendor.

Qualification for Consultant/Firm

Consultants/firm should meet the following requirements and qualification:

- Having working experience in INGOs/NGOs under projects related to good agriculture production, preservation & processing of products.
- Having experience in preparation of modules, training material, simplified versions manuals.
- Having qualification relevant to field preferably master degree holder in agriculture.
- Functional Bank Account on the name of business/firm/individual. NTN is mandatory for firms.

Deliverables

S. No	Description	Schedule
1	Concept note on said assignment with covering letter, methodology of performance, Products' list for manual development, CVs, registration certificates, NTN/STRN, previous experience certificates.	Will be submitted along with application.

2	Financial Proposal Details cost break up.	Will be submitted along the application.
3	Any previous work relevant to assignment.	Will be submitted along the application.
4	Methodology of assignment along with work plan.	Will be submitted along the application.
5	Complete manual	Will be submitted after completion of assignment.

Payment Schedule

Payment will be made on completion of task and report (manual) submission (on paper/electronic copy/soft copy. All payments will be made through cross cheque after deduction of government taxes. In case of tax exemption, the tax exempted certificate will be provided by selected vendor.

Application & Selection Mode

The individual/consultant firm shall send technical and financial proposal in hard copy along with required documents to NIDA-Pakistan Offices address mentioned below. The documents can be sent either to Peshawar or Besham office it is not necessary to send documents on both locations. For further clarification and question please feel free to call on 0996-400327 & 091-5844577.

Selection of individual, consultant/firm will be on the basis of appropriateness of concepts, strong experience, availability on short notice and reasonable financial quotes.

Procurement Committee

Head Office NIDA-Pakistan

Township Besham District Shangla Post Code 20500, Khyber Pukhtunkhawa (KP) Pakistan

Phone# 0996-400327

OR

Provincial Office of NIDA-Pakistan

House No. 458, Opposite Luxury Palace Guest House, Usman Lane Old Bara Road University
Town Peshawar Khyber Pukhtunkhawa (KP)

Phone# 091-5844577

Note: NIDA-Pakistan reserve the right to accept or reject any proposal without assigning any reason.

Clearly mark the title of application on envelope.

Note: - Closing date for submission of sealed quotations through registered courier OR post is 23rd February 2018. Bids will be opened on 26th February 2018 in the presence of vendors or their representatives. Bids Received after due date and bids submitted by hand shall not be accepted.

Expression of Interest Form

ESSENTIAL INFORMATION OF ORGANIZATION

Name of Organization/media firm/group with Acronym/Abbreviation (if any):	
Complete Mailing Address:	
Name & Designation of Contact Person:	
Contact Details	Telephone # Fax # :
	Email address:
	Web site:
Name of the Head (if different from contact person)	
Date and Year of Establishment	
Registration Status	Date of Registration:
	Registration #:
	Registration Authority
Performance experience related to EOI thematic areas	
Name of organizations worked with	