

INVITATION FOR PROPOSALS

Hiring of Technical Firm for Development and Airing of 16 Radio Programs

School Education Department (SED) in collaboration with UNICEF, is going to implement Social Cohesion and Resilience Programme in selected districts of Punjab. Initially, the interventions have been made at policy level and with district governments through "District Action Plan" with active involvement of community and youth in selected schools of 04 Districts (Bahawalpur, Rahim Yar Khan, Dera Ghazi Khan, Rajanpur). As part of the next phase of the programme, SED intends to invite Technical and Financial Proposals from Technical Firms for development and airing of 16 Radio programs on Social Cohesion, resilience and tolerance in 06 districts (Bahawalpur, Rahim Yar Khan, Dera Ghazi Khan, Rajanpur, Jhang and Toba Tek Singh).

KEY TASKS

- ① Pre and post intervention KAP (Knowledge, Attitudes & Practices) through Focused Group Discussions (FGDs) and interviews with key informants to understand the stakeholders' perceptions and to ensure that main interventions, in the form of radio programs as well as orientation sessions, are appropriately structured.
- ② Organize orientation session and workshops for key stakeholders, teachers, youth, etc to strengthen their existing knowledge in order to reinforce relevant messages on Social cohesion & resilience.
- ③ Develop scripts for 16 Radio programs to be aired in 06 districts i.e Bahawalpur, Rahim Yar Khan, Dera Ghazi Khan, Rajanpur, Jhang and Toba Tek Singh.

TIME DURATION: 4 MONTHS

CONDITIONS:

- I. Comprehensive profile of the Firms be given (including Name, Address, Telephone, Fax, E-Mail, National Tax No. Registered Offices in Pakistan).
 - a. Experience of the firm and its strategic approach for implementation be elaborated containing rigorous consultative process with multi-sector stakeholders and partners. At least five (05) years' experience in this field is required.
 - b. The firm should have well qualified/ experienced key staff and sufficient pool of professionals for the task;
 - i. Assignment work-plan.
 - ii. Desk review report related to at least 05 national / international best practices with clear lessons learnt and strategic recommendations to strengthen the intervention.
 - c. Certificate be provided on stamp papers of Rs. 100/- duly attested by the Notary Public that the firm has never been blacklisted.
 - d. All pages of the documents must be stamped / signed by the organization.
 - e. All information rendered should be supported by relevant documents, letters and certificates. Any information provided without required documents shall not be considered in evaluation.
 - f. Incomplete documents / proposals will be rejected.
- II. The Firms will submit their Profile, Registration Certificate of General Sales tax/Income Tax, Professional Tax, detail of Bank accounts in last two years and Company Audit report with any other supporting documents.
- III. According to PPRA Rules, tenders will have to be submitted in two separate sealed covers. The first sealed cover will contain "Technical Bid / Specifications" while the second "Financial Bid / Rate of Items". The "Technical Bid" will be opened first. The "Financial Bid" of only those firms will be opened which will meet the desired specification while the bids of firms, not meeting the desired specifications will not be opened and accordingly will not be included in the opening of Financial Bid.
- IV. The Firms should quote rates inclusive of GST/Income Tax.
- V. The proposals of Firms containing over writing or erasing words/figures will not be entertained.
- VI. The Department reserves the right to reject one or all proposals without assigning any reason thereof.
- VII. Incomplete application will not be entertained. In case of any missing document, the request shall be liable for rejection.
- VIII. The firm will be evaluated on the basis of its strategy and implementation Plan for key tasks mentioned above, through a committee of experts.
- IX. This notice has also been posted on SED website www.schools.edu.pk, UNICEF and PPRA website <http://ppra.punjab.gov.pk>.
- X. The proposal should reach the office mentioned below by November 14, 2016 before 11am and technical proposal will be opened on the same date by 01 pm.

Additional Secretary (ER&TD),
School Education Department
Punjab Civil secretariat Old P&D Building, Lahore

Size: 22 x 4