

Common Unit to Manage GFATM Grant for HIV, T.B and Malaria

Office of the Principal Recipient – The Global Fund (NFR Grant)

Ministry of National Health Services Regulation & Coordination; Islamabad

Expression of Interest (EOI) application form

EOI No(s). 05- 03/2020

The Common Management Unit (CMU) to manage the Global Fund grants for AIDS, Tuberculosis and Malaria intends to hire the services individual consultant (s) for the development of following software solution.

S.#	EOI #	Description
i.	05-03/2020	Development of Software for Internal Audit & Risk Tracking Solution

Key requirements:

- Complete EOIs must be submitted through courier by/before 12:00 am on April 07, 2020.
- Applicant(s) should use Arial/Calibri font, 12 pt, in single spacing for the filling of application form.
- Applicant(s) should observe the word limit; additional words outside the limit will be disregarded.
- Applicant(s) must submit all required documents mentioned at S.No. 06 of application form.

EOIs/Application(s) review schedule:

Stage	Date
EOIs to be received by/before	Tuesday April 07, 2020
Tentative date for evaluation of EOIs	April 16, 2020
Tentative date for Issuance of RFP to shortlisted applicants (After the approval of competent authority)	April 21, 2020

1. Information about the applicant:

Name of Consultant:	
Full postal address, including country:	
Overall Relevant Experience in Years	
Website (if any):	
Email:	
Phone:	

2- Information about key staff in case of more than one person please add extra tables:

Name of Applicant:	
Qualification	
Total Experience in years	
Area of Experience <small>Mention nature of experience and total year</small>	
Full postal address, including country:	
Website (if any):	
Email:	
Phone:	

3- Please provide detail of each consultancy (completed) as per following table. Please use one table for each project. You can add more table as per need:

Consultancy name:	
Duration:	
Geographical location / country of the project/consultancy:	
Funding organisation and client:	

Contact details of a reference at the funding organisation:	
Relevance to this consultancy in terms of technical area with this EOI	300 words max

vi- **Please provide detail of related projects(completed). Please use one tablet for each project. You can add more table as per need:**

Consultancy/Project name:	
Duration:	
Geographical location / country of the project/consultancy:	
Funding organisation and client:	
Total Cost of the assignment:	
Contact details of a reference at the funding organisation:	
Relevance to this consultancy in terms of technical area with this EOI	300 words max

5- Additional capacity statement:

Please include additional information to highlight your capacity to deliver NACP CMU PR-GFATM in this consultancy:

Maximum words: 1000 words

6- Required mandatory documents:

S#	Particular	Max. Points
i.	Filled Signed and Stamped EOI Form	Please submit duly filled form
ii.	Legal Status of the organization (if applicable)	Please attach attested copy
iii.	Certificate of NTN	Attach attested copy
iv.	Proof of active tax payer	Attach attested copy of proof
v.	Profile of the Applicant	Please attach a copy
vi.	Degree, Certificates	Please attach attested copies
vii.	List of work completed in last five years.	Please attach a copy

Note: Two set of above documents must be sealed in envelope, clearly mentioning “EOI Number and title of the consultancy.

7- Evaluation Criteria:

Evaluation criteria for consultant is available in TORs.

8- Method of procurement:

The fixed budget method as per PPRA consultancy rules 2010 will be applied for the selection of consultant(s). Only shortlisted applicant(s) will be requested for the submission of technical and financial proposals at later stage.

9- Annexure:

- i. TORs for Development of Internal Audit & Risk Tracking Solution.

Above TORs are uploaded separately at www.nacp.gov.pk , www.ntp.gov.pk , www.dmc.gov.pk as part of this document.

Application Submitted by:(Name)	
Designation:	
Signature & Stamp	