

PUNJAB RURAL SUPPORT PROGRAMMES

Study for strengthening PRSP Gender Mainstreaming and Development of New Products

Expression of Interest

Introduction

The Punjab Rural Support Programme (PRSP) is a non-government, non-profit & a political organization. It became operational in June 1998. It aims at poverty alleviation, social & economic empowerment in the rural areas of Punjab Province through community participation. It is currently operating in 27 Districts of the Punjab in Partnership with the Punjab Government, Pakistan Poverty Alleviation Fund and other donors. The Program activities are overseen by core and projects wing supported by 102 Social Mobilization Teams (SMTs).

Legal Status

The Punjab Rural Support Programme (PRSP) was incorporated, in November 1997, as a company under section 42 of the Companies Ordinance, 1984.

PRSP is inviting proposals from consulting firms and individual consultants with proven track record of conducting socio-economic development research studies. Scope of work is given below:

Objectives and Scope of the Study

1. Assessing the impact of overall PRSP programme, activities/interventions on rural poor communities to improve their living standard, especially from gender perspective.
2. Propose product diversification for strengthening of Gender Mainstreaming vis-à-vis;
 - 2.1 What new products PRSP can offer to community especially women and how PRSP can improve its current programme activities for gender mainstreaming.
 - 2.2 How to increase the women participation and empowerment through the programme activities.

Activities (to be proposed by interested consultants/firm)

Activities	Schedule (till August, 2010)			
Identification and selection of Firm/Individuals and finalization of TORs				
Development of Data collection tools				
Pilot Testing of the Data collection tools				
Training of PRSP staff & data collection teams				
Data collection and consolidation				
Data analysis and report writing				
Finalisation of the Report				
Presentation to the PRSP Management				
Dissemination of the findings				

Responsibilities of the Consultant

Data Collection and Technical Assessment.

- Form a high quality, experienced team/consultant for study data collection, and data management and entry.
- Arrange a training programme for the Data Collection Teams.
- Lead, manage and conduct a study comprising all programmes, activities and projects in PRSP.
- Ensure data completeness, quality, and consistency to the highest standard.
- Maintain confidentiality of information and data and provide the completed questionnaires.

Quality Checks/Controls

To ensure a high quality data collection and entry the consulting firm/Individuals must devise and put in place quality controls in data collection and entry process. The PRSP Field Teams will assist the third-party Data Collection Teams in the identification of sites and in arranging community meetings and household interviews. They will also provide access to the records for their review and cross validation. PRSP Monitoring and Evaluation Staff will monitor the data collection and entry process.

Data Ownership and Copyrights

The data collected under this study will be the sole property of PRSP. Under no circumstances, the consultant firm/individual will sell, publish, use or permit use of collected data for any other purpose without the written authorization of PRSP.

Budget

The total proposed budget should cover all the costs associated with this study. The consultants may propose a schedule for payments, which will be subject to negotiation and approval by CEO PRSP.

Time Frame

The total time for the study is till August 30, 2010.

Report

Consultant firm/ individuals submit the final report to PRSP for approval.

Evaluation Criteria

The proposals will be assessed in terms of its proposed strategy, relevant experience, proposed staff's qualifications and experience, managerial capacities, and references. Indicative criteria and scoring for the evaluation of the proposals are:

(i) Specific experience of the Consultants relevant to the assignment:	20
(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:	20
a) Technical approach and methodology	10
b) Work plan	10
(iii) Experience of the Consultants	20
(vi) Key professional staff qualifications and competence for the assignment:	20
(vii) Budget	20
Total:	100

Proposal Outline

The following outline should be used for the submission of the proposals:

1. Consultant's Organization and Experience
 - a) Consultant's Organization
 - b) Consultant's Experience
2. Comments or Suggestions on the Terms of Reference
3. Description of the Approach, Methodology and Work Plan for Performing the Assignment
4. Team Composition and Task Assignments
5. Curriculum Vitae (CV) for Proposed Professional Staff
6. Cost Breakdown (separating the direct costs, indirect costs, and overheads)
7. Mobilisation Time
8. Enumerators Training plan and Manual
9. Data Management Plan and Draft Data base structure
10. Data quality Control plans
11. Human resource and financial plan
12. Detailed weekly work plan

Timeline for Submission of Proposals

The interested consultants/consulting firms are requested to submit their proposals to:

Chief Executive Officer
Punjab Rural Support Programme
LDA plaza 7th Floor Egerton/Kashmir Road, Lahore
Contact# 042-36369042/43,
cs@prsp.org.pk

Proposals may also be submitted through e-mail at the address given above. Deadline for submission of the proposals is February 15, 2010.