

## Invitation for Proposals – Gender.

### Note to UNFPA user: How to use this form

1. The UNFPA user must fill in all blanks contained in this form (square brackets “[...]”).
2. Once UNFPA completes the blanks in this form, the entire form, with its attachment is submitted for advertisement or sent directly to potential partners. The attachment is completed by the organization submitting the proposal.
3. The UNFPA user can make any changes it deems necessary to the template, as long as the changes ensure the NGO/non-governmental academic institution (referred to as NGO in the text below) submits sufficient documentation for UNFPA to assess its technical capacity and quality of the proposed programme.
4. All green boxes must be deleted prior to sending the IFP to proposed partners/media.

UNFPA, United Nations Population Fund, an international development agency, invites qualified organizations to submit proposals for the implementation of activities under the Gender Programme, across Pakistan. The purpose of the Invitation for Proposals is to identify eligible non-governmental organizations for prospective partnership with UNFPA Pakistan to support achievement of results outlined in the CPD - 2018-2022 or section 1.3 below.

Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email or mail clearly marked “NGO Invitation for Proposals” at the following address:

UNFPA Pakistan 2nd Floor, Serena Business Complex  
Khyaban-e-Suharwardy, G-5 Islamabad, Pakistan

By 10<sup>th</sup> November 2019

Proposals received after the date and time may not be accepted for consideration.

Applications must be submitted in English.

Any requests for additional information must be addressed in writing by 5<sup>th</sup> November 2019 at the latest to [saghar@unfpa.org](mailto:saghar@unfpa.org) UNFPA will post responses to queries or clarification requests by any NGO applicants who submitted, on [proposals@unfpa.org.pk](mailto:proposals@unfpa.org.pk) before the deadline for submission of applications.

UNFPA shall notify applying organizations whether it is considered for further action.

### Section 1: Background

1.1 UNFPA mandate	UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every birth is safe, and every young person's potential is fulfilled.
1.2 UNFPA Programme of Assistance in Pakistan	UNFPA Pakistan, has adopted a comprehensive integrated approach to support the Government of Pakistan in fulfilling its national/international obligations and commitments towards working for the betterment and wellbeing of women and youth of Pakistan. Under the current cycle of programme assistance for the period of 2018-2022, which is approved by the Economic Affairs Division, UNFPA is mandated to work on reproductive health (RH), including family planning (FP) and

maternal health, gender equality, women's and youth empowerment, and data for development.

The country program of assistance is aligned with the 2030 Agenda for Sustainable Development, and national development priorities, including policy measures to reduce poverty as reflected in the Ehsaas Programme and to address population dynamics and family planning as stipulated in the recommendations of the Council of Common Interest, as well as Prime Minister's Youth Programme. The programme is also aligned to UNFPA's Global Gender Strategy.

The country program is specifically focused on advancing women's and young people's ability to exercise their reproductive rights through advocacy for gender-responsive policy-making and promoting alliances and strategies to reduce gender inequality.

The programme aims at strengthening the capacities of government and civil society organizations to meet the reproductive health needs and rights of women and young people, and supports the implementation of laws and policies to reduce gender inequality and prevent and respond to gender-based violence (GBV) in development and emergency settings through the following set of interventions:

- 1) supporting evidence-based prevention and response to GBV, including survivor centered care;
- 2) strengthening multisectoral coordination mechanisms for GBV prevention and response;
- 3) advocate for the implementation and monitoring of national and subnational policies and laws that reduce gender disparities; and
- 4) promote gender-focused sociocultural research and advocacy to inform interventions for eliminating harmful cultural practices, including child, early and forced marriage.

Further information on the programme can be found on <http://unfpa.org/pakistan>

### 1.3 Specific results

Within this framework and as set out in CPD - 2018-2022 working with government and other partners, UNFPA will contribute to achieve the following results under key priority programme areas for 2020:

#### **Strategic Priority 01: Supporting evidence-based prevention and response to gender based violence, including survivor centered care.**

- ❖ Roll out and implement the Essential Services Package (ESP) for Women and Girls Subject to Violence, targeting the coordination and governance component at provincial level, for prevention and response to GBV through capacity building and systems strengthening;
- ❖ Build the capacity of national institutions in GBV prevention and response, including clinical and case management, establishing multisectoral coordination and outreach mechanisms as well as referral pathways and helplines with the main focus on systems and procedures, capacity building and standards of care;

- ❖ Strengthen data collection systems and secondary data analysis of GBV helplines and in Darulamans;
- ❖ Produce annual reports and briefs to inform referral pathways and policy interventions;
- ❖ Provide technical support to human rights and gender machineries, including social welfare and women development departments to analyze administrative data and use it effectively for policy formulation and budget allocations;
- ❖ Use innovative, research and technology facilitate interventions to support reporting of sexual violence and harassment/violence and identification of hotspots for sexual harassment/violence incidents and facilitate coordinated response of the key sectors.

**Strategic Priority 02: Strengthening multi-sectoral coordination mechanisms for gender-based violence prevention and response.**

- ❖ Develop multi-sectoral responsibility referral pathway protocols in consultation with key sectors and stakeholders for ensuring quality and effective referral for prevention and response to GBV survivors including its implementation and functionalization in all four provinces.
- ❖ Conduct research studies in support of advocacy for gender equality and elimination of GBV and informing related national policies and programmes and costed frameworks.

**Strategic Priority 03: Advocacy to promote implementation and monitoring of national and subnational policies and laws that reduce gender disparities.**

**Innovative engagement strategy using available evidence products to create enabling policy and legislative environment for advancing:**

- ❖ Advocacy and technical support for the preparation and enactment of RH Bills at federal and provincial level, ensuring mandatory RH/FP services by all general health care facilities in public and private sector.
- ❖ Advocacy and technical support for the preparation and enactment of Child Marriage Restraint Acts at federal and provincial level and implementation of the Child Marriage Restraint Act enacted in Sindh in 2013.
- ❖ Advocacy for law enforcement mechanisms, including monitoring of the implementation of progressive legal frameworks that have been passed in Pakistan over the past ten years, including Women's Protection Act, Domestic Violence Prevention and Protection Act at the national level and in KP, Balochistan and Punjab, Prevention of Anti Women Practices Act, Honor Killing Act and Anti-Harassment of Women at Workplace Act. This also includes policy frameworks concerning sexual violence, sexual harassment, domestic violence and child marriage.

Specific areas of programmatic and technical support: (a) consultative workshops, policy briefs, innovative ideas for communication with parliamentarians; (b) draft advocacy a comprehensive advocacy strategy equipped with partnership arrangements and tools to expedite the momentum for enforcing legal frameworks; (c) review and analyze gaps in the

implementation of legal frameworks related to gender and GBV e.g. a study on the implementation of the Domestic Violence (Prevention and Protection) passed by Sindh Assembly. Act 2013 and Child Marriage Act.; (d) provide technical support to police and judiciary to implement Criminal Law Amendment with the help of research/training and advocacy initiatives.

**Strategic Priority 04: Promoting gender-focused socio-cultural research to inform interventions for eliminating harmful cultural practices, including child, early and forced marriage.**

- ❖ Advocate for and engage with academia and research institutions to conduct research on harmful cultural practices, including early/child and forced marriage.
- ❖ Develop and pilot training module on gender focused socio-cultural research and institutionalize.
- ❖ Form a network of research entities for facilitating and strategizing collective actions for engagement with the state for addressing GBV.
- ❖ Conduct mapping of best practices around men and boys' engagement in Pakistan in FP, RH and GBV prevention and response.
- ❖ Fellowship aimed at training men and boys, development practitioners, researchers and media persons to deepen their understanding around harmful masculinity and its impact on men and boys within the framework of addressing harmful cultural practices, including early/child and forced marriage, followed by research with the participants of the fellowship.

**Strategic Priority 05: Increased awareness on impacts of GBV, capacity and engagement of local communities, duty bearers, individuals and families as change agents to reduce gender based violence with a special emphasis on and support to groups such as women, children, minorities and other vulnerable groups.**

- ❖ Strengthen support nets for GBV survivors in communities through building effective referral mechanism with health, police, social services and psychosocial support.
- ❖ Engage and train community-based stakeholders and duty bearers including teachers, elected representatives, media professionals and lawyers as change agents/peer leaders to further the agenda of eliminating GBV and ensuring collective community-based action against GBV.
- ❖ Organize advocacy events and seminars, particularly around special days such as Human Rights Day, 16 Days of Activism against Violence Against Women, Girl Child Day, International Women's Days, and etc. Develop innovative culturally sensitive communication and engagement strategies for national and international days. The interventions may include activities for social media, electronic media, animation, and TV programs.

**Section 2: Application requirements and timelines**

2.1

Documentation

The expression of interest shall include the following documentation:

required for the submission	<ul style="list-style-type: none"> <li>● Copy of provisions of legal status of the NGO in Pakistan [<i>Required to be eligible for review</i>]</li> <li>● Copy of provisions of legal status of the NGO in Pakistan (for INGOs)</li> <li>● Attachment I – NGO Profile and Programme Proposal.</li> <li>● Latest annual report and audit report as separate documents or hyperlink to the documents</li> </ul>	
2.2 Indicative timelines	Invitation for Proposal issue date	25 <sup>th</sup> October 2019
	Deadline for submissions of proposals	10th November 2019
	Deadline for requests of additional information/ clarifications	5th November 2019
	Review of NGO submissions	18 <sup>h</sup> November 2019
	Notification of results communicated to NGO	25 <sup>th</sup> November 2019

### Section 3: Process and timelines

3.1 Review & evaluation of NGO submissions	<p>Applications will be assessed by a review panel to identify organizations that have the required knowledge, skills, and capacity to support achievement of results <i>using criteria outlined in section 3.2 below</i>.</p> <p>It should be noted, however, that participation in this Invitation for Proposals does not guarantee the organization will be selected for partnership with UNFPA. Selected NGOs will be invited to enter into an implementing partner agreement and applicable UNFPA programme policy and procedures will apply.</p>							
3.2 Selection criteria	<p>Eligible organizations will be selected in a transparent and competitive manner, based on their capacity to ensure the highest quality of service, including the ability to apply innovative strategies to meet programme priorities in the most efficient and cost-effective manner.</p> <p>UNFPA Pakistan office will review evidence provided by the NGO submission and evaluate applications based on the following criteria:</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>[UNFPA unit to review the criteria listed below and add any other criteria relevant to the specific Invitation for Proposals]</p> </div> <p>NB: Any proposal not submitted in specified working language will be excluded from consideration.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Governance &amp; Leadership</td> <td> <ul style="list-style-type: none"> <li>● The organization has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas.</li> <li>● Organization does not have a history of fraud, complaints or service delivery issues.</li> </ul> </td> </tr> <tr> <td>Human Resource</td> <td> <ul style="list-style-type: none"> <li>● Organization has sufficient staff resources and technical expertise to implement the proposed activities.</li> <li>● Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated.</li> </ul> </td> </tr> <tr> <td>Comparative Advantage</td> <td> <ul style="list-style-type: none"> <li>● The organization’s mission and/or strategic plan focuses on at least one of the UNFPA’s programme areas.</li> <li>● The organization has experience in the country or field and enjoys prominence in areas related to UNFPA’s mandate.</li> </ul> </td> </tr> </table>		Governance & Leadership	<ul style="list-style-type: none"> <li>● The organization has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas.</li> <li>● Organization does not have a history of fraud, complaints or service delivery issues.</li> </ul>	Human Resource	<ul style="list-style-type: none"> <li>● Organization has sufficient staff resources and technical expertise to implement the proposed activities.</li> <li>● Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated.</li> </ul>	Comparative Advantage	<ul style="list-style-type: none"> <li>● The organization’s mission and/or strategic plan focuses on at least one of the UNFPA’s programme areas.</li> <li>● The organization has experience in the country or field and enjoys prominence in areas related to UNFPA’s mandate.</li> </ul>
Governance & Leadership	<ul style="list-style-type: none"> <li>● The organization has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas.</li> <li>● Organization does not have a history of fraud, complaints or service delivery issues.</li> </ul>							
Human Resource	<ul style="list-style-type: none"> <li>● Organization has sufficient staff resources and technical expertise to implement the proposed activities.</li> <li>● Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated.</li> </ul>							
Comparative Advantage	<ul style="list-style-type: none"> <li>● The organization’s mission and/or strategic plan focuses on at least one of the UNFPA’s programme areas.</li> <li>● The organization has experience in the country or field and enjoys prominence in areas related to UNFPA’s mandate.</li> </ul>							

		<ul style="list-style-type: none"> <li>• The organization has a proven track record in implementing similar activities and is seen as credible by its stakeholders and partners.</li> <li>• The organization has relevant community presence and ability to reach the target audience; especially vulnerable populations and hard-to-reach areas.</li> </ul>
	Monitoring	<ul style="list-style-type: none"> <li>• The organization has systems and tools in place to systematically collect, analyze and use programme monitoring data</li> </ul>
	Partnerships	<ul style="list-style-type: none"> <li>• The organization has established partnerships with the government and other relevant local, international and private sector entities.</li> </ul>
	Environmental Considerations	<ul style="list-style-type: none"> <li>• The organization has established policies or practices to reduce the environmental impact of its activities. If no policies exist, the organization must not have a history of its activities causing negative impact to the environment.</li> </ul>
3.3 Prospective partnership agreement	UNFPA will inform all applicants of the outcome of their submissions in writing to the email/ postal address indicated in the NGO submission.	

**Attachment I: NGO Profile and Programme Proposal (To be completed by NGO submitting proposal)**

The purpose of this proposal is to provide the following information: a) overview of the NGO, b) an outline of the activities the NGO is proposing to partner with UNFPA and c) provide UNFPA with sufficient evidence to show it meets the criteria outlined in section 3.2 of the IFP. *[If the Invitation for Proposals allows for multiple submissions, the following text may be added: A separate form should be filled for each programme proposal submitted.]*

Information provided in this form will be used to inform the review and evaluation of NGO submissions as outlined in the Invitation for Proposals.

Section A. NGO Identification		
A.1 Organization information	Organization name	
	Address	
	Website	
A.2 Contact information	Name	
	Title/Function	
	Telephone	
	Email	
A.3 Conflict of interest statement	To your knowledge, do any staff members of your organization have personal or financial relationships with any staff of UNFPA, or any other conflicts of interest with this programme or	

	UNFPA? If so, please explain.	
A.4. Fraud statement	Does your organization have fraud prevention policies and practices in place?	

### Section B. Overview of the organization

B.1 Annual budget	Size of annual budget (previous year, USD)	
	Source of funding	<i>Outline funding base, including local, international, and private sector donors</i>
	Main funding partners/ donors	
B.2 Staff capacity	<i>List of number and key functions of core organization staff</i>	
B.3 NGO mandate and background	<i>Outline the organization's mandate and field of work, and how it aligns to UNFPA's mandate.</i>	
B.4 Available expertise and specialists	<i>Outline the distinctive technical capacity of the organization to achieve results in the proposed programmatic area</i>	
B.5 Experience in proposed area of work	<i>Outline of type/scope and key results achieved in proposed programmatic area in recent years, including any recognition received at local / global level for the work in the proposed area. Include a summary experience in Pakistan and prior experience with any organization of the United Nations</i>	
B.6 Knowledge of the local context/ Accessibility to target population	<i>Outline of presence and community relations in the location(s) the activities will be implemented in: include access to vulnerable populations and hard-to-reach areas, if any)</i>	
B.7 Credibility	<i>To what extent is the NGO recognized as credible by the government, and/or other key stakeholders/partners?</i>	
B.8 Monitoring	<i>Outline the systems in place (policies, procedures, guidelines, and other tools) that systematically collect, analyse and use programme monitoring data</i>	

### Section C. Proposal overview

C.1 Programme title	
C.2 Results to which the programme contributes	<i>Refer to Section 1.3 of the Invitation for Proposal</i>
C.3 Proposed programme duration	<i>From MM/YYYY to MM/YYYY</i>

C.4 Proposed Programme budget	
-------------------------------	--

### Section D. Proposed interventions and activities to achieve intended results

D.1 Programme Summary	<p><i>This section should provide a brief summary of the programme.</i></p> <p><i>It should include a problem statement, the context and the rationale for the Programme:</i></p> <ul style="list-style-type: none"> <li>● <i>Overview of the existing problem;</i></li> <li>● <i>How the problem is linked to global/regional/national priorities and policies; and</i></li> <li>● <i>The relevance of the programme in addressing problem identified</i></li> </ul>
D.2 Organizational background and capacity to implement	<p><i>This section should briefly explain why the proposing organization has the experience, capacity and commitment to successfully implement the workplan.</i></p>
D.3 Expected results	<p><i>“What” this programme will achieve - programme objectives and expected results</i></p>
D.4 Description of activities and budget	<p><i>This section includes a detailed description of budgeted activities to be undertaken to produce the expected results. Clear linkages between activities and results must be indicated. The applicant should include a separate excel spreadsheet with full details of activities and associated budget.</i></p>
D.5 Gender, Equity and Sustainability (optional)	<p><i>Explain briefly the practical measures taken in the programme to address gender, equity and sustainability considerations</i></p>
D.6 Environmental impact	<p><i>Outline the likely environmental impact of the programme, if any.</i></p>
D.7 Other partners involved	<p><i>This section outlines other partners who have a role in programme implementation, including potential sub-contractees and other organization providing technical and financial support for the programme</i></p>
D.8 NGO contribution	<p><i>This section briefly outlines the partner specific contribution to the programme (monetary or in-kind)</i></p>
D.9 Additional documentation	<p><i>Additional documentation can be mentioned here for reference</i></p>

### Section E. Programme Risks and Monitoring

E.1 Risks	<p><i>Identify major risk factors that could result in the proposed activities not being successfully implemented and any key assumptions on which the proposed intervention is based. Include any actions the organization will undertake to address/reduce identified risk(s).</i></p>
E.2 Monitoring	<p><i>This section briefly outlines the monitoring activities</i></p>

### Section F. References



Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship.

Reference 1:

Reference 2:

Reference 3: