

## Invitation for Proposals (to be issued by UNFPA)

UNFPA, United Nations Population Fund, an international development agency, invites qualified organizations to submit proposals for the implementation of activities under the Youth 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 e-mail with a subject “**NGO Invitation for Proposals-Youth Programme**” at the following email address by **October 22 2021**:

E-mail address for proposal submissions: [proposals@unfpa.org.pk](mailto:proposals@unfpa.org.pk)

**NOTE: Proposals received after the above mentioned date may not be accepted for consideration.**

Applications must be submitted in English.

Any requests for additional information must be addressed in writing by **October 18** at the latest to [gillani@unfpa.org](mailto:gillani@unfpa.org) UNFPA will post responses to queries or clarification requests by any NGO applicants who submitted, on UNFPA Pakistan Country Office website <https://pakistan.unfpa.org/en/call-for-submissions> 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	<p>Pakistan is the fifth most populated country in the world, with an estimated population of 225.2 million. The country's high population growth rate, which stood at 2.4 % for the period 1998 – 2017, has been impacting been impacting the rate of urbanization and migration and almost all aspects of socio-economic life in the country. The total fertility rate is at 3.6 children per woman, with significant differentials among income groups</p> <p>About two thirds of the population is under the age of 30, with a median age of 22. The large share of young people offers an opportunity to accelerate development known as the demographic dividend. But it largely depends on prioritizing investments in young people's health, education, employment, participation and social security.</p> <p>Even though Pakistan attained middle-income status and the per capita GDP of Pakistan in 2018 constituted \$1,565, social and health indicators are comparable to those of least developed countries. The spectre of gender inequality is large. According to World Economic Forum, Pakistan Gender</p>

Inequality Index ranks 148 out of 149 countries (2018). 32 per cent of ever-married women aged 15-49 have experienced physical violence; 29 % of women were married before 18 years of age. Pakistan stands at 6th place with 1,909,000 child brides.

UNFPA Country Programme is aligned to the United Nations Sustainable Development Framework for Pakistan, the Prime Minister's Policy Statement titled 'Ehsaas', National Youth Development Programme 'Kamyab Jawan' and other federal and provincial sectoral policies and programmes. UNFPA Pakistan endeavors to improve reproductive health & rights services (including maternal health, family planning, gender based violence) and to accelerate information and services by creating an enabling environment conducive for SRH&R policy development and implementation and advocating for FP/MH normative policies, regulations and sector-wide leadership and coordination.

Under the 9th Country Programme, UNFPA continue to work on positive development of youth and adolescents and their well-being on national level. UNFPA's youth programme strives for:

- Enable evidence-based advocacy for comprehensive policy and program development, investment and implementation;
- Promote comprehensive reproductive health rights and education;
- Build capacity for reproductive service delivery;
- Take bold initiatives to reach marginalized and disadvantaged adolescents and youth, especially girls;
- Promote youth leadership and participation

UNFPA Pakistan's Youth Programme is based on UNFPA's global Youth Strategy – My Body, My Life, My World which champions for rights and choices for every adolescent and youth across the globe.

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

### 1.3 Specific results

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

Promoting gender responsive and age appropriate life skills based education for out of school adolescents and youth.

- Life Skills Based Education (LSBE) content (digital resources/ toolkits) developed, validated by relevant federal/ provincial government counterparts and rolled out, for persons with disabilities in communities.

	<p>Supporting targeted research on youth to guide policies and programme interventions (with exclusive focus on marginalized youth including Afghan refugees/IDPs in Balochistan, AJK, GB, Punjab &amp; KP):</p> <ul style="list-style-type: none"> <li>- Data generation on young people’s reproductive health and rights access and information and mental health for policy support and programming.</li> <li>- Media monitoring of youth pulse and trending issues.</li> </ul> <p>Policy support on youth development and building capacities of youth-led platforms for leadership on policy advocacy across various sectors (nationwide):</p> <ul style="list-style-type: none"> <li>- Strengthening National Youth Council under the leadership of Prime Minister’s Kamyab Jawan program.</li> <li>- Strengthening provincial youth departments and support inter-provincial coordination.</li> </ul>
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## Section 2: Application requirements and timelines

2.1 Documentation required for the submission	<p>The expression of interest shall include the following documentation:</p> <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	October 07 2021
	Deadline for submissions of proposals	October 22 2021
	Deadline for requests of additional information/ clarifications	October 18 2021
	Review of NGO submissions	November 20 2021
	Notification of results communicated to NGO	December 28 2021

## 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> <p>NB: Any proposal not submitted in specified working language will be excluded from consideration.</p>	
	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> <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	<p>UNFPA will inform all applicants of the outcome of their submissions in writing to the email/ postal address indicated in the NGO submission.</p>	

**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. 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	<i>This section should briefly explain why the proposing organization has the experience, capacity and commitment to successfully implement the workplan.</i>
D.3 Expected results	<i>“What” this programme will achieve - programme objectives and expected results</i>
D.4 Description of activities and budget	<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>
D.5 Gender, Equity and Sustainability (optional)	<i>Explain briefly the practical measures taken in the programme to address gender, equity and sustainability considerations</i>
D.6 Environmental impact	<i>Outline the likely environmental impact of the programme, if any.</i>
D.7 Other partners involved	<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>
D.8 NGO contribution	<i>This section briefly outlines the partner specific contribution to the programme (monetary or in-kind)</i>
D.9 Additional documentation	<i>Additional documentation can be mentioned here for reference</i>

<b>Section E. Programme Risks and Monitoring</b>	
E.1 Risks	<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>
E.2 Monitoring	<i>This section briefly outlines the monitoring activities</i>

<b>Section F. References</b>	
Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship.	
Reference 1:	
Reference 2:	
Reference 3:	