

Tender Notice

A national non-government organization working with women, children, and marginalized communities in flood affected areas of DG Khan and Rajanpur invites sealed bids from financially strong, experienced and registered Theatre Groups/firms/company for Awareness Raising Theatre performances for capacity building of communities as per given below ToRs.

Consultancy Services for Awareness Raising Theatre Performance (including Script writing / Artists or Performers / logistic arrangements etc.) is required from Individual/Theater groups/organizations/NGOs/CBOs.

Terms & Conditions:

1. TOR of the assignment is attached or download from **Sanjh Preet Organization web, www.sanjhpreet.org/careers**.
2. Sealed Proposals should reach to **Sanjh Preet Organization House No. 94-D/J-1, Jahar Town, Lahore** on or before **12:00 PM April 17, 2023** and should be clearly marked **“Technical & Financial proposal for Awareness Raising Theatre”**.
3. Proposal will be finalized on the **April 21, 2023** at **04:30 PM**.
4. Proposal review committee reserves the right to change the quantities or cancel/reject any or all offers without assigning any reason.

Terms of References

Street Theatres in DG Khan and Rajanpur

Background

Sanjh Preet Organization is a non-governmental organization, registered in 2002 under the Societies Registration Act 1860, and with Punjab Charities Commission. The organization has also signed an MoU with the Economic Affairs Division, Ministry of Interior, Government of Pakistan. The entity has implemented dozens of projects nationwide in partnership with national, and international organizations including JICA, UNICEF, UNOCHA, Asia Foundation, The Creative Associates, USAID, ACCU-Japan, Solidar Swiss, Plan International, Penny Appeal Pakistan and various Universities.

Following the devastating Flood in Dera Ghazi Khan and Rajanpur last year, the humanitarian situation worsened due to the existing vulnerabilities, disrupted household and community protection mechanisms, and put children at risk of various forms of abuse, neglect, exploitation, violence, and family separation. To address these challenges, SP collaborated with UNICEF and established 22 Safe Spaces to provide protective and psychosocial support services to the calamity stricken vulnerable children and communities. By using these Spaces as hubs, Sanjh Preet established community-based child protection mechanism, built capacities of the stakeholders, identified child protection issues and provided child protection services through direct as well as referral mechanism. Awareness raising and community mobilization were the key components of this project that spread awareness on child protection, GBV and PSEA through the awareness sessions, SBC material and dissemination of messages through media. Through integrated approach availed the services of other sectors like health, food/nonfood, education, WASH and shelter. Under this project 239545 children and community members reached with child protection services in both districts.

Purpose and Scope of Work

Sanjh Preet Organization require the services of company to conduct 25 awareness raising theatres in selected 25 UCs/areas with local communities of Districts Rajanpur & DG Khan to spread awareness on the child protection issues in the target areas.

ToRs of the Assignment

Twenty-five theatre performances will be organized in flood affected target twenty-five UCs (ten in DG Khan and fifteen in Rajanpur). The target audience will include men, women & children and community in general. The qualified firm/company will be required to perform the following roles and responsibilities;

- Develop the script on child protection issues, get it endorsed from the contract awarding organization and conduct the theatres.
- Share the schedule of the performances as per agreed work plan and deliver quality performances.

- In close coordination with the project team manage logistics well before time, arrange and announce in the area to attract more spectators;
- Prepare key messages, together with supporting materials (pamphlet, graphics on Pena flex and Charts etc.) that will be used during the theatres.
- Deliver the theatres according the culture / norms of respective villages/area.
- Script & delivery of theatres will be in Urdu, & local languages.
- Take quality pictures and share the project team;
- Ensure media coverage of the performances.

FACILTITAION FOR Theatres EVENT & groups/individuals:

- Sanjh Preet Team will facilitate groups or individuals in understanding the themes to be presented.
- Sanjh Preet team will provide list of UCs/villages.
- Sanjh Preet Team will facilitate the group in developing the messages to be given to the community.
- Sanjh Preet team will ensure presence of community participants.

Monitoring and Evaluation

The activity will be monitored by the District Coordinators, Project Manager, and M&E Team and from donor as well.

Target Union Councils

Sr.#	District Rajanpur	Sr.#	District DG Khan
1.	Harrand	1.	Mutafariq Chohan
2.	Hajipur	2.	Nawan
3.	Chak Lassa	3.	Mamori
4.	Rakh Fazilpur	4.	Ahmdani
5.	Shikarpur	5.	Kot Mubarak
6.	Kotla Khan Muhammad	6.	Sokar
7.	Kotla Esan	7.	Mangrotha
8.	Jahanpur	8.	Nari
9.	Wang	9.	Babbi
10.	Rakh Daima	10.	Makwal Kalan
11.	Kot Mithan		
12.	Rojhan		
13.	Dera Dildar		
14.	Chak Matt		
15.	Meeranpur		

Theatre group/individual Profile

The theatre group/individual should have previous experience of conducting theatres at community level and also good understanding about provided themes. Theatre group/individual should have knowledge of issues of local communities.

- At least 4-5 years of experience in theatres delivery.
- Excellent facilitation and communication skills of performing group.
- Fluent in Urdu and local languages including Saraiki and Baluchi.
- Applicants must be independent and free from any conflict of interest. Note that civil servants and other staff of beneficiary public administration may not be recruited as theatre group/individual unless to prior written approval has been obtained from Contracting Authority.

Group/firm/individual profile

The applicants can apply if they;

- Theatre group/firm/individual which has relevant experience for theatres.
- Profile of theatre group/individual.
- Number of theatre performers (group) along with their CV's.
- Provide script on provided themes (one play should be at least for 1 to 2 hours).
- Financial offer (Note: Financial offer will include all logistic and performing groups coast).
- Are not bankrupt or in the process of going bankrupt.
- Never have been convicted for an offense concerning professional conduct.
- Always fulfilled obligations related to payment of taxes.

REQUIREMENTS FOR EXPRESSION OF INTEREST

All bids will be delivered to Sanjh Preet Organization address in a sealed envelope and by the date stated in advertisement. The envelope should be clearly marked with the reference of the invitation to which it is a response, the delivery address and the name of the applicant. Bids delivered after the specified time will not be accepted.

EVALUATION CRITERIA

The procurement committee will evaluate the bids to ensure that they contain no amendment to the terms or any other (calculation) errors. To assist in the examination, evaluation and comparison of bids, procurement committee may, at its discretion, request clarification from the Sanjh Preet Organization staff.

1. **Technical Evaluation:** The offers will first be evaluated on technical merits. The technical evaluation assesses the capacity of the company on the basis of submitted proposals, documents.
2. **Financial Evaluation:** The financial evaluation subject to the technical evaluation is based on the cost of assignment given in the bid.
3. **Other Evaluations:** After ranking groups/firms/individuals according to financial and technical criteria, the procurement committee may consider other criteria, including, but not limited to record of past performance, integrity, community report, while short listing of suppliers/firms/individuals.