



Public Notice

Women Development Department of Sindh has signed a "Record of Discussion" with Japan International Cooperation Agency (JICA) for starting a project titled "Improvement of Livelihoods and Well-being of Female Home Based Workers in the Informal Economic Sector in Sindh Province".

JICA is seeking applications from eligible organizations from public and private sectors as partner organizations. The partner organizations will be provided technical assistance for achieving the purpose of the above mentioned project. The interested organizations/institutions are requested to get concept note and application form from following address:

- www.sindh.gov.pk/dpt/WDD
- www.sindh.gov.pk/notifications.htm
- drhsvet@yahoo.com

Last date for submission of application forms through courier service is 15 days from the date of publication of this notice to the below address:

- Dr. Abdul Hafeez Shaikh, General Coordinator of JICA project, Committee Room, 1st Floor, Old KDA Building, Sindh Secretariat No.3 Karachi. Phone # +92-3002162733



Project for Improvement of Livelihoods and well-being of Female Home Based Workers in the Informal Economic Sector in Sindh Province

1st Floor, Old KDA Building No.3, Sindh Secretariat, Karachi



Concept Note

for the Project partnership

Women Development Department (WDD) Government of Sindh is seeking application from eligible organizations to be partner organizations for its project titled 'Improvement of Livelihoods and Well-being of Female Home Based Workers in the Informal Economic Sector in Sindh Province' (herein after 'the Project') which is implemented in cooperation with Japan International Cooperation Agency (JICA). The partner organizations will be provided technical assistance by the Project to implement pilot activities in its operational areas for achieving the purpose of the Project.

Background:

The Project aims to improve status of livelihood and well-being of Female Home Based Workers (hereinafter 'FHBWs') and their families by strengthening the structure and the coordination function of Women Development Department (hereinafter WDD) and collaborating with partner organizations. Three sectoral pilot activities namely life management capacity development, supply value chain (SVC) assistance and access to financial services assistance will be implemented in a few project target sites. To make these activities effective, these three activities will be implemented together targeting the same FHBWs groups. The target products for SVC support will be handicraft which are produced by FHBWs.

The Project is separated into two phase; phase I is first year to develop implementation system and the detailed implementation plan of the activities, and phase II is next four years to actually implement the activities.

Purpose of collaboration:

To conduct the pilot activities effectively, it is necessary for the Project to cooperate with local organizations who have good working experience with FHBWs and understand the situation of local communities well. Collaboration with the partner organizations is the key to success of pilot activities. This concept note is to call for proposal from organizations who have willingness to take a lead in conducting activities of SVC component (handicraft production, quality enhancement and marketing) in collaboration with the Project.

Roles and responsibilities of the partner organizations:

The partner organizations are expected to act as main agent to implement pilot activities of the Project. They are expected to:

- mobilize FHBWs at grass root level

- build own capacity to carry out the project activities to support FHBWs through trainings and technical guidance to be provided by the Project
- conduct project activities related to SVC component with guidance of the Project in collaborative manner
- coordinate activities with organizations who will oversee the components of life management capacity development and financial service access (in case the partner organization has capacity in life management and financial access as well, the organization will take care of all the activities. It will be decided based on the capacity of the organization and discussion with the Project after the selection process.)
- prepare necessary activity reports as required by the Project
- conduct regular monitoring of the activities

Expected outcomes of the collaboration:

Through the pilot activities, following outcomes are expected to achieve.

- Basic Life Management Capacity of FHBWs is strengthened.
- Supply and value chains associated with work carried out by FHBWs are improved.
- FHBWs' access and usage of financial services are improved.

Operational structure of the partnership:

All the activities conducted under the Project is administered by the WDD in cooperation with the JICA expert team. The Project will prepare the activity plan in consultation with the selected partner organizations. The partner organizations will implement pilot activities according to the developed activity plan. The Project will monitor the activities and give necessary training and technical guidance to the partner organizations in implementation of the activities.

Selection criteria of the partner organizations:

The partner organizations will be selected based on the below criteria.

Capacity and sustainability	<ul style="list-style-type: none"> • Have financial sustainability to some extent • Have human capacity (including # of staff) to run pilot activities • Have a good plan to sustain and expand the result of assistance
Backbone for SVC support	<ul style="list-style-type: none"> • Have experience of supporting SVC of FHBWs • Support SVC of several products with high market potential • Have a system of product development and market linkage
Needs	<ul style="list-style-type: none"> • Have apparent and concrete technical needs for external support
Feasibility	<ul style="list-style-type: none"> • Have target areas which are accessible for WDD staff and the Project experts • Share common vision and target with the Project • Have high motivation and commitment to collaborate with the Project • Have good working relationship with WDD or have willingness to do so • Have a visionary and capable leader • Assure political neutrality

Information and documents to be submitted by interested partner organizations:

Interested organizations are encouraged to submit application form within 15 days from the date of public notice to the following address in a word format. Supporting document such as brochures of the organization and activity photos are also encouraged to be attached. Applications submitted after the deadline will be automatically rejected.

Dr. Abdul Hafeez Shaikh, General Coordinator of JICA project, Committee Room, 1st Floor, Old KDA Building, Sindh Secretariat No.3 Karachi. Phone # +92-3002162733

Flow and schedule for selection of partner organizations:

Selection of the partner organization to work with the Project will be conducted as per below flow. Selection process is managed and controlled by WDD in close cooperation with the JICA project team.

1) Submission of proposal by interested organizations

Interested organizations are requested to submit the attached application form. Deadline of submission of proposal is 15 days from the date of public notice.

2) Screening the proposals

The Project will check and screen the submitted proposals, and evaluate them based on the selection criteria by the end of June, 2017.

3) Decision of the partner organizations

Final decision will be made based on discussion and site visit by WDD and JICA project team in July. The result of selection will be informed to all applied organizations by the end of July.

4) Prepare MOU with the selected partner organizations

MOU between the Project and each partner organization will be prepared to clarify role and responsibilities of each party to implement pilot activities.

Schedule of the partner organization selection process:

Procedure	Deadline
Deadline of project partnership proposal	End of May, 2017 (15 days from the date of public notice)
Screening the proposals	June, 2017
Decision of the partner organizations	July, 2017
Announcement of result of selection of the partner organization	End of July, 2017
Prepare MOU with the selected partner organizations	August, 2017

Duration of the collaboration:

In total 4 years in Phase II of the Project (tentative)

Implementation phase of the Project will continue for 4 years, but the partnership will be renewed every year with evaluation of performance, achievement and needs as well as mutual consensus.

Cost and benefit of the partner organization:

The partner organizations will have below assistance from the Project:

- Capacity development and support activities related to SVC (skill development, quality control, market linkage etc.), and life management skills as well as access to financial service (as necessary) in order to support target FHBWs groups based on the needs assessment of the organization. (Assistance will be tailor made upon discussion.)
- Necessary expense to cover the above-mentioned activities.

(Please note that the Project will not provide any financial support (grant in cash) to the partner organizations as it is a technical cooperation project.)

Application Form

1. General Information of organization	
Name	
Year established	
Registration number with which department	
Address and tel of head office	
Address and tel of office in Sindh	
Name of contact person (tel, email, etc.)	
Financial source	
Total # of paid staff, # of staff who can engaged in the pilot project activities	
Experience working with WDD	
Experience working with donors	
2. Activity information	
Main activities	
Target areas (write in specific)	

Craft products supported	
# of groups supported	
Vocational center	
Display center	
Sales outlet	

3. Explain which category of FHBWs you focus and what kind of strategy you employ for supporting the specific category

4. Describe the organization's activities in SVC (production to marketing of handicraft products made by FHBWs) area. (Photos can be attached.)

5. Explain specific objective and needs of the organization to cooperate with the Project

6. State proposed activities to be implanted in cooperation with the Project
7. Explain expected results of the proposed activities mentioned above
8. Outline the benefit for the Project to cooperate with your organization, and contribution to the pilot activities
9. Explain how you disseminate skills and knowledge to be acquired by conducting the pilot activities to other beneficiaries group and how you plan to ensure sustainability of the activity.
10. State motivation of your organization to cooperate with the Project
If you have any supporting document (brochure, annual report, photos of activities etc.), please attach them with this application.

End