

# MOJAZ FOUNDATION

## Call for Proposal

MOJAZ Foundation envisions sustainable economic development by creating opportunities for people to escape out of poverty and improve their lives. MOJAZ Foundation is working across Punjab, Khyber Pakhtoonkhwa & Sindh to provide financial services, improve livelihoods, humanitarian assistance and social sector services. The Foundation has its mandate to provide financial and non-financial services to the poor and vulnerable segments of the society to improve their economic conditions. Currently, we are **inviting applications from Training Institutions/Individual** as we are about to conduct technical and Capacity building skill enhancement trainings of target community of District Muzaffargarh in order to develop their capacities to reduce their vulnerability, improve their livelihood initiatives and strengthen their business.

Following is the detail of Trainings:

Sr. #	Training Title	Number of Participants	Training Duration (Days)
1	Enterprise Development Training (EDT)	100	05
2	Documentation ,Monitoring, & Reporting (DMR)	50	03
3	Corel Draw	20	30
4	Bag Making	50	30
5	Artificial Insemination (AI)	20	30
6	Improving self-esteem and building confidence	20	03
7	Interpersonal communication skill	20	03

**Conditions/Expected deliverables:**

Selected Training Institute will:

- Provide contents/outlines for the agreed training to MOJAZ Foundation;
- Provide training manual/training material to MOJAZ Foundation;
- Deliver complete technical training to the participants on agreed contents within mutually decided time frame;
- Submit training completion report;

- Deliver 04 hours training session per day in period of 05 working days;
- Provide training certificates to the participants on successful completion of training;
- Ensure that representative of MOJAZ Foundation also sign the certificates;
- In case of above said long term trainings (30 days duration) service provider will ensure job placement of 40-60% passed out trainees;

Note: MOJAZ Foundation, Donor or any other official will monitor and visit training events.

#### Eligibility for Individual Consultant

Educational Qualification	Total Experience (Years)	Related Experience and Skills		
Master's degree in relevant subject from renowned institutions	# of years	3 years minimum Experience in conducting related training sessions	3 years minimum Experience in relevant subject	3 years minimum Report writing & presentation skills of related trainings

#### Eligibility for institutions:

The institute/firm is registered under the law of the country

- It has authority of awarding certificate in the trade for which community members are to be enrolled
- The institute/firm has at least five year experience and have track record of the trainings events conducted
- The institute/firm has proper physical setup and has relevant equipment & tool, workshops
- Trained and experience staff

- Trainings will be delivered in District Muzaffargarh therefore; local training institution will be preferred.

**Applicants may send their proposals to Regional Program Manager at**

**MOJAZ Foundation, Gohar Town Garden Road, Muzaffargarh**

**or at [zahoor@mojaz.org](mailto:zahoor@mojaz.org)**

**For detail TORs can be contacted with PC LEED at 066 2424766**

**Please mark the envelop/ subject line with the training you are applying for, last**

**date for applying is July 15, 2015**

**Only short listed applicants will be contacted**

**We are an equal opportunity employer**

**Women and Persons with Disabilities (PWDs) are especially encouraged to apply;**