



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 the Quotations for Project activities Video Documentary and Case study booklet from Institutions/Individual consultants.**

Following is the detail of Activity:

Sr. #	Activity Name
1	Research Documentation and Case Study

Conditions/Expected deliverables:

Selected Individual/Institute will:

- Prepare Documentary (length may be 15-25 minutes) covering all batch 62 project activities;
- Draft at-least 50 Case studies from batch 62 & 56 covering all project activities in a booklet form (100 booklets)
- 25 stories from respective batches;
- Designing and printing of case study booklet will be the responsibility of the institution or consultant selected;
- The format of the documentary and case study booklet will be such as to reach maximum spectrum of stakeholders (i.e. English & Urdu)

Note: MOJAZ Foundation, Donor or any other official will monitor and visit to oversee the process of activities outsourced.

Eligibility for Individual Consultant

Educational Qualification	Total Experience (Years)	Related Experience and Skills
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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
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Eligibility for institutions:

The institute/firm has physical setup

- The institute/firm has at least Three year experience and have track record of the Documentary and Case study making
- The institute/firm has proper physical setup and has relevant equipment & tool, workshops
- Trained and experience staff

- Activity will be delivered in District Muzaffargarh therefore; local 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

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 September 11, 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;