



## **SCPP/EOI 01/2023**

### **CALL FOR EXPRESSION OF INTEREST**

**For the engagement of a consultant for the design and dissemination of Strategic Plan (2023 to 2025)**

#### **1.0 BACKGROUND INFORMATION**

Simukai Child Protection Programme is a registered Private Voluntary Organisation (PVO 27/12) operating in Manicaland Province of Zimbabwe. The organization seeks to promote and protect the rights of children and youth for them to realize their full potential with the participation of their families and communities.

#### **2.0 PROJECT SCOPE**

In its thrust to achieve service delivery to disadvantaged members of the society, the organisation seeks to engage a consultant to assist with the designing and dissemination of its Strategic Plan for 2023 to 2025.

The process will be categorized into four phases.

**Phase 1** – Developing a proposal for the strategic plan design process (document detailing key activities, methodology, tools and deliverables)

**Phase 2** – Consultations with staff, Board and stakeholders.

**Phase 3** – Sharing of first draft of the Strategic Plan and collection of feedback from staff, Board and stakeholders.

**Phase 4** – Dissemination of final and approved Strategic Plan to staff, Board and stakeholders and develop organisational profile and capacity statement that resonates with the new Strategic Plan.

#### **3.0 ELIGIBILITY CRITERIA**

- a) The company must be a registered company.
- b) Company registration documents (CR14, CR6, Certificate of Incorporation, Tax Clearance).
- c) Updated resumes and certified copies of certificates of key personnel.

- d) Profile of verifiable previous work of a similar nature conducted and contact details of at least 3 contactable trade references.
- e) A minimum of 10 years work experience for lead consultant

**The Request for Proposal shall be issued to only 3 shortlisted consultants.**

This Expression of Interest shall close on the **19<sup>th</sup> of May 2023 at 16:00 hours**

Expressions of Interest (EOI) must be addressed and submitted to: **The Director – Simukai Child Protection Programme, 09 Aerodrome Road, Mutare, Zimbabwe.** Expressions of Interest must be enclosed in a sealed envelope clearly marked "**Expression of Interest - 01/2023**", before 16:00hours on the closing date. Alternatively, send via email to: [procurement@simukaicpp.org.zw](mailto:procurement@simukaicpp.org.zw) clearly marked on the subject line "**Expression of Interest – 01/2023.**" EOI which are received after 16:00hours on the closing date, by hand, post and email will be treated as late EOI and therefore will not be accepted.