



## **Civil Society Facility**

Supporting communities

### **Civil Society Facility Project**

#### **Prequalification for Organizational Capacity Development Service Providers**

This is a Prequalification for Organizational Capacity Development Service Providers who specialize in training, mentoring and coaching focusing on the following organizational capacity elements: organizational governance, project planning and management, fundraising, proposal writing, financial management, monitoring and evaluation, research and communication management to submit an Expression of Interest for consideration to join our pool of Organizational Capacity Development Service Providers whom the Civil Society Facility Project (CSF) will engage for capacity development activities in South Sudan.

The Civil Society Facility Project (CSF) is a multi-donor capacity development program that was commissioned in 2016. The project is implemented by consortium of organizations led by ECORYS Netherlands. The aim of the project is to provide long term investments in the development of South Sudanese civil society. This acknowledges the fact that civil society in South Sudan to date has been very dependent on meeting donor's programmatic priorities. CSF seeks to develop the capacities and strengths of South Sudanese civil society organizations to play a more independent role in humanitarian, advocacy and development action and to support communities and groups to engage constructively with authorities'/decision makers on their needs and priorities.

The purpose of this document is to assist the CSF in the identification and evaluation of potential organizational capacity development suppliers who may subsequently be invited to deliver various trainings, coaching and mentoring services related to organizational capacity development of national CSOs.

The prequalification document is being sent out on open tender basis to all interested service providers.

#### **Eligibility Criteria**

Interested organizational capacity development service providers must meet the following requirement in order to be listed in our database.

1. Open to only firms or organizations operating in South Sudan
2. Must be registered firm or organisation with physical presence in South Sudan.
3. Firm or organization expatriate consultants must be legally allowed to work in South Sudan.
4. Open to both private and not-for-profit institutions.

5. Demonstrated evidence of past work in capacity development trainings.
6. Evidence of experienced team of consultants and specialists.

#### **Submissions Requirements**

Any interested and qualified firm or organization should submit the following documents as part of the pre-qualification requirements for analysis and evaluation.

1. CSF Pre-qualification document
2. Firm or organization profile
3. List of previous assignments with contacts of clients (Track record)
4. Copies of 3 Senior Consultants' CVs.
5. Legal registration certificate including taxation documents and numbers.

#### **Submission of Questions:**

For questions and clarifications, please contact email: [csftenders2016@gmail.com](mailto:csftenders2016@gmail.com). No questions will be answered by phone. Please Note that the submission of questions should be done not later than **June 30, 2018** and answers to all questions received will be shared with all applicants by **July 5th, 2018**.

CSF would like to emphasize that nothing in the pre-qualification shall be construed to give rise to contractual obligations with the CSF.

#### **How to submit Applications**

Qualified and interested firms may obtain an electronic copy of the pre-qualification document including instructions, terms and conditions by requesting on email: [csftenders2016@gmail.com](mailto:csftenders2016@gmail.com)

**[Deadline for the submission of applications is July 18, 2018 5:00PM Local Time](#)**