**REQUEST FOR PROPOSAL (RFP)**

**Development of Tailored Sustainability and Business Plans for LSOs/CSOs in Chitral, Astore, and Shigar**

**Date of Issue:** 22/04/2025  
**Deadline for Submission:** 07/05/2025  
**Project Duration:** 1 Month  
**Location:** Gilgit-Baltistan and Chtiral  
**Issuing Organization:** Aga Khan Rural Support Programme (AKRSP)  
**Contact:** Mir Alam, Manager Procurement

**1. Introduction**

The Aga Khan Rural Support Programme (AKRSP) invites proposals from qualified and experienced development consultants/consulting firms to facilitate tailored one-day consultative sessions with selected Local Support Organizations (LSOs) and Civil Society Organizations (CSOs) in remote areas of Gilgit-Baltistan and Chitral. The purpose of this consultancy is to develop a single document practical and implementable:

* Financial Sustainability Plans
* Organizational Development Plans
* Non-Profit Business Plans

**2. Background**

AKRSP has been supporting community-based organizations to strengthen local governance, service delivery, and disaster response capacities. While significant progress has been made, several LSOs—particularly in hard-to-reach areas in Chitral, Astore, and Shigar—require further assistance to enhance their institutional sustainability.

The NCE phase provides an opportunity to work intensively with these LSOs to ensure their long-term viability and effectiveness in meeting community needs and responding to natural calamities.

**3. Objective of the Assignment**

The overall objective is to equip each targeted LSO/CSO with customized, actionable plans that will:

* Ensure financial resilience and sustainability
* Strengthen organizational governance and capacity
* Provide a clear, strategic direction through non-profit business models

**4. Scope of Work**

The consultant will:

* Review relevant background materials and LSO profiles
* Design and conduct 2-day consultative sessions with the beneficiary LSO/CSO
* Facilitate participatory discussions and strategic planning exercises
* Draft, review, and finalize three tailored one document plan for each LSO:
  + Financial Sustainability Plan
  + Organizational Development Plan
  + Non-Profit Business Plan

The consultant may also provide:

* Guidance on proposal writing and donor engagement
* Linkages to funding sources and resource mobilization mechanisms

**5. Deliverables**

For each LSO/CSO:

1. Future containing, Financial Sustainability Plan, Organizational Development Plan and Non-Profit Business Plan.
2. Summary report of consultations and key observations

**6. Consultant Qualifications**

* Minimum 7 years’ experience in institutional development and strategic planning
* Demonstrated expertise in financial sustainability and non-profit business models
* Strong facilitation and participatory training skills
* Experience working in the GB and Chitral context is highly preferred
* Excellent writing and communication skills in English (Urdu or local languages is a plus)

**7. Duration and Location**

* **Duration:** 1 month from contract signing
* **Location:** Fieldwork in Chitral, Baltistan and Gilgit, with possible remote follow-ups

**8. Proposal Submission Guidelines**

Interested consultants/firms are requested to submit the following:

* Technical Proposal (understanding of assignment, methodology, work plan)
* Financial Proposal (itemized budget, professional fees, travel costs, etc.)
* CV/Profile of consultant(s)
* At least two relevant references or sample plans/reports developed previously

**Submission Deadline:** 07/05/2020  
**Submission Email:** [procurement\_akrsppk@akdn.org](mailto:procurement_akrsppk@akdn.org)   
**Subject Line:** *“Proposal – Sustainability Planning for LSOs”*

**9. Evaluation Criteria**

| Criteria | Weight |
| --- | --- |
| Technical Approach & Methodology | 30% |
| Relevant Experience | 25% |
| Qualifications of Consultant(s) | 20% |
| Financial Proposal | 25% |

**10. Terms and Conditions**

* AKRSP reserves the right to accept or reject any proposal without assigning any reason.
* Only shortlisted candidates will be contacted.
* All deliverables will be the property of AKRSP.

For further information, please contact:

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