

Date: 25.02.2024**Prequalification of Suppliers for REFORM – 2024****Call for Registration and Qualification of Suppliers and Service Providers****REFORM Background:**

The Palestinian Association for Empowerment and Local Development—REFORM is a Palestinian NGO that works in the fields of empowerment, local development and social transformation. It seeks to promote inclusion and social solidarity in Palestine through empowering marginalized hard-to-reach groups and structural reform. REFORM aims to boost the social and political engagement of marginalized hard-to-reach groups and community activism. It seeks to promote equal access to public utilities by empowering young men and women while establishing a reliable database for political and administrative decision-makers in Palestine.

Deadline: March 12th 2024 at 4:00 pm.**Purpose of the Assignment:**

The Palestinian Association for Empowerment and Local Development—REFORM aims to create a comprehensive list of qualified contractors, suppliers and service providers for both consulting and non-consulting work. The list will serve to update the database of accredited suppliers and include diverse professionals with experience in various areas as the following:

1. Training services in the field of gender equality (individuals).
2. Trainers in social mobilisation (individuals).
3. Trainers in social transformation (individuals).
4. Trainers in alternative dispute resolution methods (individuals).
5. Trainers in life skills (individuals).
6. Trainers in accountability (individuals).
7. Trainers in dialogue sessions (individuals).
8. Experts in monitoring and evaluation (individuals or companies).
9. Trainers in advocacy and lobbying (individuals).
10. Experts in general political monitoring and documentation (individuals).
11. Experts in strategic planning (individuals or companies).
12. Experts in psychological and social support (individuals).
13. Experts in drafting policy and position papers (individuals).
14. Trainers in citizenship and the political system (individuals).
15. Trainers in facilitation skills and public dialogue (individuals).
16. Specialised researchers in various fields (social sciences, political science, social issues, politics, economics, culture, law, women, etc.) (companies or individuals).
17. Media experts in preparing podcast scenarios (individuals or companies).
18. Experts in website development (individuals or companies).

Based on this, the Association invites suppliers, whether individuals or companies, interested in including their names and information in the database to do so under the following conditions:

Documents from Companies are as follows:

- Company Profile: A profile, catalogue(s) or brochure(s) about the company.
- Cover letter
- The company must be registered and hold the necessary license(s) to conduct its business from the relevant authorities.
- The company must be registered with tax authorities, capable and willing to issue tax invoices, receipts and valid withholding tax certificates.
- The company should be able to provide zero-tax invoices in case of tax exemption granted by the Ministry of Finance in its field of operation.
- The company must be specialised and have reliable experience.
- The company must have a bank account in one of the banks operating in Palestine and accept payments via bank transfers and bank checks.
- The company must adhere to the terms of tendering, quotation procedures and other purchasing systems approved by the Association.

Documents from individuals are as follows:

- Individual CV- Proof of previous experience during the last 3 years.
- Cover letter

Please be informed that this announcement is solely for updating the database of suppliers at the Association and does not obligate the engagement with the supplier who submits their information. Their data will be included in the database, and the supplier will be dealt with if they meet all the conditions that are compatible with the requirements. This includes their participation in tendering and price quotations that REFORM will present in the future. Qualified suppliers interested in including their names and information in the Association's database are kindly requested to fill out the [Prequalified Suppliers 2024 Google Form](#) and upload the relevant documents on REFORM's Procurement system (www.econnect.ps).

Evaluation Criteria:

- REFORM will evaluate all submitted applications according to the conditions and criteria required by the Association as outlined above (services and goods/supplies)
- Provide and complete all requirements mentioned in the announcement.

To read more in Arabic, please click [here](#).