

**INVITATION FOR PARTICIPATION IN OPEN COMPETITIVE SELECTION
OF THE OSCE IMPLEMENTING PARTNERS
FOR NATIONAL AND INTERNATIONAL PUBLIC ORGANIZATIONS**

The OSCE Programme Office in Dushanbe (hereinafter referred to as the "Office") invites national and international public organizations operating in the Republic of Tajikistan to take part in open competition for selection of prospective partners of the Office for the period of 2019 – 2022. All selected public organizations will be included onto the Office's Roster of Implementing Partners for the period of 2019 – 2022 (hereinafter referred to as the – "Roster").

The Office is especially interested in co-operation with public organizations possessing the necessary expertise in the following thematic areas:

- Socio-Economic Research;
- Economic Development and Trade;
- Labour Migration;
- Environmental Awareness Raising and Promoting Community Participation in Environmental Decision Making Processes;
- Radioactive, Hazardous Wastes and Chemicals;
- Climate Change;
- Natural and Man-made disasters;
- Anti-Corruption Legislation Assessment;
- Elaboration, Monitoring and Evaluation of Anti-Corruption Strategies;
- Monitoring and Preparation of Alternative Reports on Tajikistan's International Anti-Corruption Commitments;
- Country-wide Awareness Raising Campaigns on Police Reform in Tajikistan;
- Counter-Drug-related Activities (Drug Prevention Campaigns);
- Public Surveys/Polls on Police and Police Reform Related Issues;
- Awareness Raising and Women Social Empowerment Activities;
- Legal and Psychological Support for Victims of Domestic Violence and Human Trafficking;
- Vocational Training for Women;
- Civic Education;
- Support for Implementation of State Programme on Human Rights Education for State Officials and Civil Society;
- Prevention of Torture and Ill-treatment, and observance of due process in criminal and civil proceedings;
- Legal and Psychological Support for Victims of Torture/III-Treatment;
- Support of Detained Persons;
- Criminal Justice Legal and Policy Reform;
- Transition From Terrestrial Analogue Broadcasts To Digital Broadcasts and Establishments of an Independent Broadcasting Regulator;
- Transformation of State Broadcasters into Private Broadcasters and the Establishment of Public Service Broadcasters;
- Media Self-Regulation and Review of Existing Media Legislation;
- Renewable Energy (solar, photovoltaic, micro hydro power, wind);
- Public Surveys/Research (irrigation management transfer, water governance, irrigated agriculture, rural livelihoods);
- River Basin Management and Governance;
- Awareness raising about and support for the implementation of the rights of persons with disabilities;
- Housing rights/access to justice for persons facing eviction and resettlement;
- Human Rights Awareness;
- Mine victims assistance and rehabilitation: emergency and continuing medical care; physical rehabilitation; psychosocial support and social inclusion; economic reintegration;
- Information management system: collection, assessment, analysis, mapping and dissemination of data related to anti-personnel landmines;

- Risk awareness and safer behaviour: identification of patterns of behaviour that expose people to the effects of anti-personnel landmines, and developing and promoting a set of measures aimed at reducing this exposure.
- Mine Action Land Release Operations: in line with the National Strategy of the Republic of Tajikistan on Humanitarian Mine Action.
- Strategic trade control and physical security of dual-use chemical, biological, radioactive and nuclear materials

All applicants should state which thematic area they are applying for. They may apply for more than one thematic area.

The Office encourages all of its former and current partners to participate in the Call for Partnership through submission of a formal application and (only) those documents which have been changed or amended since the last engagement with the Office.

Guidelines for Applicants

All national and international public organizations operating in the Republic of Tajikistan, which meet the below minimum requirements, are invited to take a part in open competition for selection of implementing partners of the OSCE.

I. Minimum Requirements:

- To be legally registered as a public organization in the Republic of Tajikistan or to operate in the Republic of Tajikistan as an international public organization or not for profit organization (if applicable);
- To have at least three years of experience on implementation of projects in the Republic of Tajikistan in any of the indicated above thematic areas.

II. Necessary documents:

Interested national and international public organizations (further – “PO”) are invited to submit following documents:

- *Foundation and registration documents:*
 - The Certificate of the state (re)registration of the PO (**notarized copy**);
 - The Charter of the public organization, approved by the General Meeting of Members (GMM) of the PO (**notarized copy**);
 - The Minutes of the General Meeting of Founders on establishment of the PO (**notarized copy**);
 - The Minutes of the GMM on re-registration of the PO, if applicable (**notarized copy**);
 - Abstract from the Register of the POs of the Ministry of Justice, regarding the status of the organization, issued no later than 1 year prior the submission of documents;
 - Abstract from the Register of POs regarding the status of registered branches of the PO (if applicable);
 - Regulation on branches of the PO (if applicable);
 - The Minutes of the GMM of the PO on establishment of its branches (if applicable);
 - Effective licenses of the PO, which is engaged in carrying out licensed types of activities;
 - A copy of the Notification on conferment of the individual number of taxpayer (INT), issued by the relevant tax authority;
 - A copy of the Information Letter regarding the conferment of OKPO (general classification of entities and organization) and classification signs, issued by the State Statistical Committee;
 - A copy of the Notification on registration in the system of social security and conferment of SIN (social identification number), issued by local social security authority;
 - Written Statement of the PO regarding its registered and actual (if applicable) address.
- *Personnel:*
 - List of employees of the PO with respective CVs;
 - List of key managers of the PO with respective CVs.
 - List of Board members of the PO with respective CVs;

- *Capacity:*
 - List of the previous projects, including names of donors, the project implementation periods and respective financial (budget) indicators for the last 3 years;
 - Documented post-project evaluations for all projects funded by donor organizations for last 3 years (highly desirable);
 - Documentation to prove membership of umbrella organizations or other networks (if applicable);
- *Financial information:*
 - Certificate/Statement of Good Standing issued by the respective Tax/Fiscal Authorities;
 - Copies of annual financial statements for the last three (3) financial years as well as copies of quarterly financial statements of 2018; copies of annual financial reports and audited financial statements for the last three (3) financial years (if applicable);
 - PO's original bank reference with indication of bank requisites.

III. Terms and conditions of submission:

Complete package, including all documents as specified under section II above, should be submitted in a sealed envelope, with reference to "Roster of IPs", to the Office as follows:

OSCE Programme Office in Dushanbe:

18a Akhmadi Donish Avenue, Dushanbe, 734012

Republic of Tajikistan

Contact phone: 226-50-14/15/15/17/18

Working hours: 9:00– 17:30 (break: 12:30 – 14:00)

All documents relating to *Foundation and Registration Documents and Financial Information* must be provided in hard copies. The Office will accept all other documents submitted in electronic copies (CD, flash drive), as per convenience to the applicant.

All required documents should be submitted in the Tajik language, and desirably in the Russian and/or the English language.

The Office does not undertake to reimburse the expenses incurred for notary certification of any documents as well as any associated transportation costs. The Office reserves the right to request any clarification on submitted documents, as and when needed.

The Office retains the discretion to re-advertise the Call for Partnership or to change the deadline for submission.

Deadline for submission of documents is 9 November 2018 (17:00 TJT).

IV. Information support

Please address your queries to the Office at the following contacts:

Contact phones: 226-50-14/15/15/17/18

Contact persons: Lim, Mr. Evgeniy, Ext-7496

Aminova, Ms. Elvira, Ext-7499

E-mail: PCU-TJ@osce.org

Operating time and hours of information service: 27 September 2018 - 9 November 2018, 11:00 – 16:00.

Documents received after the deadline or incomplete will not be accepted for consideration.