**Request for Expression of Interest - EOI**

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| **Subject:** | **Cash Transfer Services to approximately**  |
| **Date of this EOI:** | XX July2019 |
| **Closing Date for Receipt of EOI’s** | 2 August 2019 |
| **Reference No.:**  | [TBD] |

1. **Introduction:** Catholic Relief Services (CRS) is a global humanitarian and development organization, providing USD 372 million in emergency response and recovery programming to over 5.8 million beneficiaries worldwide in fiscal year 2018. In the Philippines in FY2018, CRS assisted 590,405 beneficiaries through its programs in emergency response, disaster risk reduction, peacebuilding and agriculture. CRS implements programming nationwide through six offices in Manila, Davao, Catarman, Tacloban, Iligan, and Marawi. Since 2014, CRS Philippines has used cash and voucher assistance to allow NUMBER beneficiaries in LOCATIONS to meet their emergency needs, restore lost homes and assets, and build livelihoods. Cash and voucher assistance supports local economic recovery by circulating aid funds within crisis impacted and nearby markets, while allowing beneficiaries the dignity to purchase the items that best meet their individual needs. Learn more about humanitarian and development cash and voucher assistance here: www.power-of-financial-aid.org
2. **Purpose:** CRS seeks Expressions of Interest (EOI) to shortlist potential financial institutions that will be invited to participate in an upcoming tender process. The EOI and subsequent tender process will identify one or more financial institutions that will be responsible for cash payments to beneficiaries for current and future CRS emergency, recovery, and development programs.
3. **Objectives and Scope:** CRS cash programs include both longer-term, regular cash payouts to households recovering from disasters or building their livelihoods over several months or years, and rapid response, one-off or irregular cash payouts to families in need in the immediate few days and weeks following a natural disaster or other crisis. CRS is seeking one or more financial service provider(s) to be able to manage these cash distributions (e.g. rapid delivery of cash following emergencies and long-term, regular cash payouts for recovery and development programming) in line with specific program requirements. CRS will consider local, regional, and national financial institutions to respond; small-scale and localized financial institutions serving hard-to-reach locations are highly encouraged to apply.
	1. **Total national cash transfers:** In fiscal year 2018 OR 2019, CRS served NUMBER beneficiaries with cash payments totaling AMOUNT. In the next year, CRS estimates scaling up to serve NUMBER households with AMOUNT total and will likely continue to scale up cash payouts as CRS shifts more of its programming from in-kind procurement to cash delivery.
	2. **Emergency response:** In a given emergency response, CRS may be able to serve between 500 and 1,000 beneficiary households with 5,000 pesos as soon as possible after a natural disaster, within 3 to 10 days of a natural disaster, with continuing one-off or irregular transfers to up to 5,000 households for 6 months totaling up to 150,000,000 pesos in a large-scale response. Emergency responses are highly variable; for example, during the BIGGEST RECENT response, CRS provided XX AMOUNT of assistance while in other years without a major disaster, emergency response programming may be limited.
	3. **Recovery or development programming**: CRS may deliver AMOUNT monthly to NUMBER of households over several months to years.
4. **Expected Procurement Details:**

To support the implementation of the project, CRS intends to procure: The services of one or more financial institutions to be responsible for regular and emergency cash payments to beneficiaries under multiple ongoing and upcoming programs across the Philippines starting in mid-September.

**3a. CRS Delivery Schedule (if applicable):** CRS has several ongoing and upcoming programs, so delivery schedules will be determined on a case by case basis. For regular, long-term programs, cash transfer tend to be on a monthly or quarterly basis with X DAYS advance notice. In the event of a natural disaster, CRS attempts to respond with cash delivery within X DAYS, whenever possible.

**3b. Timeline for Contract:** CRS desires to enter into contract with the selected financial institutions by mid-September for a period of one to three years ending between September 2020 to 2022.

1. **Special Procurement Conditions and Additional Information:**

CRS invites interested financial institutions capable of providing longer-term, regular cash payouts and/or rapid response, one-off or irregular cash payouts across the Philippines **(see section 3 above)** to submit their Expressions of Interest.

In order to be considered as a potential service provider, interested enterprises EOIs must include the following information:

**Please note that responses received without the information below will not be considered.**

* BIR Registration, SEC or DTI, and legal business permit/license that allows the service provider to work in Philippines generally, and in the specific geographic areas mentioned;
* Audited financial statements;
* Contact information (full name and address, telephone and fax numbers, e-mail address, website and contact person)
* Company profile including number of staff, turnover, years in business
* Reference list demonstrating your qualifications for participating in this possible upcoming bidding process.

Expressions of Interest can be delivered, to the address and contact person stated in section 5 below. Please indicate **Reference No: (TBD)** on all submissions*.*

**This call for Expression of Interest does not constitute a solicitation. We do not require proposals and prices at this stage; we merely seek your expression of interest in participating in the tender.**

Due to the high volume of communications, we will not issue confirmation as to receipt of EOI’s

A response to this Request for Expression of Interest does not automatically ensure that you will be selected to participate in the tender.

CRS reserves the right to change or cancel the requirement at any time during the EOI and/or solicitation process. CRS also reserves the right to require compliance with additional conditions as and when issuing the final solicitation documents. Submitting a reply to a call for EOI does not automatically guarantee receipt of the solicitation documents when issued.

1. **CRS Contact Information:**

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| **Address:** | XXX |
| **Attention to:** | Procurement Department |
| **Telephone #** | XXX |
| **Email address:** | XXX |