



Government of Sindh
Sindh Peoples Housing for Flood Affectees
(SPHF)



PROCUREMENT OF NON-CONSULTING SERVICES

REQUEST FOR QUOTATION

EVENT MANAGEMENT SERVICES (SEMINAR ON ACHIEVEMENTS OF SPHF)

Project: Sindh Flood Emergency Housing Reconstruction Project (SFEHRP)
Credit No.: IDA-72530
Our Reference: PK-SPHFC-529347-NC-RFQ
Dated: 19th December 2025

1. The Government of Sindh has received credit through EAD, Govt. of Pakistan from the International Development Association towards the cost of Sindh Flood Emergency Housing Reconstruction Project (the Project). Sindh Peoples Housing for Flood Affectees (the Company) is implementing agency of the project. The Company intends to apply a portion of the proceeds of this credit to eligible payments under the Purchase Order/Contract for which this RFQ is issued.
2. The Company now invites quotations for the Procurement of *Event Management Services (Seminar on Achievements of SPHF)* from reputed firms having previous experience to provide these types of non-consulting services.

Detailed Description of Services is attached with this RFQ and also available on Company's website www.sphf.gos.pk

3. The objective of this assignment is to showcase the progress and key achievements of SPHF under the Sindh Flood Emergency Housing Reconstruction Project. The services will include comprehensive digital media and creative support for the event, including event branding, videography and photography, digital media promotion, collaboration with digital publications, Twitter trending, and other related activities.
4. The received quotations will be evaluated as per 'RFQ' method of procurement in accordance the World Bank Procurement Regulations for IPF Borrowers dated July 2016 as revised through Fourth Edition, November 2020 available on www.worldbank.org. The acceptable terms and conditions of the lowest, responsive and technically compliant quotation shall be incorporated in the Contract/Purchase Order.
5. The event will be held on **24th December 2025 at Quetta**. The quotations containing the technical and financial details with complete profile of the service providers/ firms also indicating the relevant experience may be addressed and submitted to the Chief Executive Officer SPHF on the address below on or before **22nd December 2025** during the business hours.



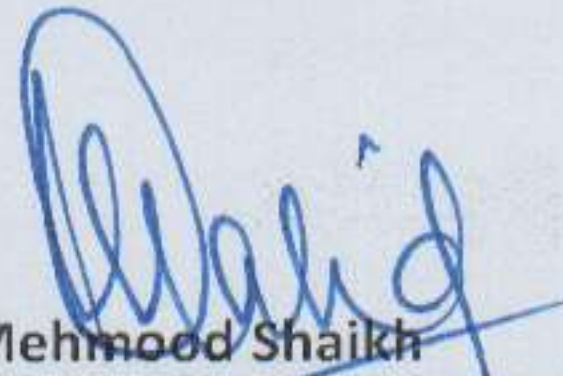


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6. The quotation must be valid for atleast 07 days from the submission date and the quoted price should include all the applicable local taxes/duties and transportation charges etc.




Khalid Mehmood Shaikh
Chief Executive Officer – SPHF

Bungalow # 20 Block 7/8, Modern
Cooperative Housing Society, Tipu
Sultan Road, Karachi.



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EVENT MANAGEMENT SERVICES
(SEMINAR ON ACHIEVEMENTS OF SPHF)

(Activity Ref # PK-SPHFC-529347-NC-RFQ)

Description of Services

SPHF is organizing a high-profile seminar/event for one day in the last week of December 2025 to showcase the progress and achievements of the SPHF under Sindh Flood Emergency Housing Reconstruction Project. Following services are required for the event:

Scope of services:

The selected firm/service provider will be responsible for providing comprehensive media and creative support for the event, including the following tasks:

1. Videography & Photography:

- Capturing high-quality videos and photographs throughout the event.
- Producing event highlights, edited videos, and social media-ready reels.

2. Design & Creative Materials:

- Designing visual materials for both print and digital platforms, including backdrops, SMD screens, and other event visuals.
- Ensuring all designs are aligned with the event branding and objectives.

3. Digital Media Outreach:

- Managing digital media promotion, including collaborations with digital publications.
- Creation and promotion of an official event hashtag to drive conversations, engagement, and trending visibility on Twitter (X).

Deliverables:

- High-quality photographs and videos of the event.
- Edited highlight videos and social media-ready reels.
- Digital-ready designs for all event materials.
- Executed digital media outreach plan with digital collaborations and twitter trending.
- Post-event analytics and performance reporting.

Duration:

- The scope covers the entire event period and post-event deliverables as agreed.



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Reporting:

- The service provider will report to the SPHF Event Coordination Team.

Required Experience:

1. Minimum 1 years of professional experience in providing media, creative, and digital outreach services.
2. Proven track record of managing high-profile events with a capable and dedicated team.
3. Demonstrated experience in videography, photography, video editing, and content creation.
4. Experience in designing event branding, visual materials, and digital creatives.