



Karachi Chamber of Commerce & Industry (KCCI)

کراچی چیمبر آف کامرس اینڈ انڈسٹری

Date: 2nd January, 2019

Ref # KCCI/SG/CIR/2018-19/11065

USAID Business Development Services (BDS) Support for Small and Medium Enterprises (SMEs) (on cost-share basis)

Reference is made to the USAID Small and Medium Enterprise Activity (SMEA) Session on 19th December, 2018 at KCCI while President KCCI Mr. Junaid Esmail Makda has been informed to disseminate information about business development services (BDS) among the KCCI members to avail this opportunity.

Project Background

USAID Small and Medium Enterprise Activity (SMEA) project is implementing business development support (BDS) activities designed to facilitate growth and enhance productivity in small and medium sized enterprises (SMEs). The project is focused on helping businesses by addressing challenges to business growth - access to local and export market, compliance to standards and certifications, sales and marketing, product design and development, access to finance, quality assurance, IT/ICT solutions development and digitization, and shortage of skilled workforce. SMEA will provide with cost share support to acquire business development services.

Opportunity areas for SMEs and women led businesses to acquire business development services on cost sharing basis under CE assistance include:

- Technical assistance: skills development trainings, new product design and development, engineering solutions, productivity enhancement, lean manufacturing/management, technical and management trainings, short training courses, energy audits and conservations etc.
- ICT services: website and mobile based application development, software, Enterprise Resource Planning (ERPs), e-marketing solutions, e-commerce, call center / BPO, etc.
- Quality and Safety certifications: ISO 9000, Food safety and compliance standards (HACCP, ISO 22000), SA 8000, National Food Compliance, OEKOTEX, WRAP, and other quality, product and safety standards
- Marketing Support and Strategy: market intelligence / information, new markets and buyers' identification, product and brand development, marketing collaterals, packaging, etc.
- Digital marketing, export marketing, etc.
- Accessing financial services: tax advisory, book keeping, financial management, digital payment solutions, Point of Sale (POS) software, credit worthiness assessment support, etc.

Instruction to applicants: The deadline for the submission of application in First Round is January 31st, 2019. Please fill out the application form and submit to SMEASubcontracts@Pakistansmea.com Or PO BOX 575 Islamabad Pakistan before deadline.


S. M. H. Rizvi
Secretary General

USAID Small and Medium Enterprise Activity (SMEA) Project All Sectors Expression of Interest (EOI) for SMEs

INSTRUCTIONS

- It is important that you provide us with complete information to ensure quick processing
- This application form should be signed by the authorized representative of the enterprise.
- Please return Completed Form to SMEASubcontracts@Pakistansmea.com. Or at **PO BOX 575 Islamabad Pakistan**. If you need any clarification or explanation, please contact at +92 (51) 261 7859-60.

A. Please check your eligibility before completing the form. <i>(Check the relevant box with "✓" symbol)</i>		Yes	No	<i>If you have answered "YES" to any of the questions, you are ineligible for this SME support program and you may contact SMEA for clarification. In case of "NO" to all questions, please continue to the next section.</i>
a.	Is the number of your employees MORE than 250?	<input type="checkbox"/>	<input type="checkbox"/>	
b.	Is your Annual Revenue MORE than Rs. 800 million? (including holding/subsidiary company & associated companies)	<input type="checkbox"/>	<input type="checkbox"/>	
c.	For business led by men, entity is registered and operational for less than one year	<input type="checkbox"/>	<input type="checkbox"/>	
d.	In case of woman / disabled person's owned, business is operational for less than six months	<input type="checkbox"/>	<input type="checkbox"/>	
e.	Are you a not-for-profit company or NGO	<input type="checkbox"/>	<input type="checkbox"/>	

B. BUSINESS DETAILS <i>(Check the relevant box with "✓" symbol. Select all that apply)</i>	
Focused sector(s)	<input type="checkbox"/> Hospitality <input type="checkbox"/> ICT <input type="checkbox"/> Textiles (Minus spinning) <input type="checkbox"/> Logistics <input type="checkbox"/> Agri-businesses & processing (off-farm) <input type="checkbox"/> Light-engineering <input type="checkbox"/> Women led businesses (from any sector)

C. OWNERSHIP DETAILS	
Name of Enterprise	
Do you have NTN?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Process
Business Operational for	<input type="checkbox"/> 6 months – 1 year <input type="checkbox"/> 1 year and more

D. CONTACT DETAILS			
Correspondence Address (If more than one, include addresses in the Additional Information box)			
Telephone (land line)		Mobile	
Website (if any)		Email	
Contact Person Name		Designation	
Business Address			

E. REQUIRED BUSINESS DEVELOPMENT SERVICES

Please select the business development service(s) which can help improve your business. The services mentioned in the section are indicative in nature and hence you may either choose one or multiple from the list

Technical assistance: skills development trainings, new product design and development, engineering solutions, productivity enhancement, lean manufacturing/management, technical and management trainings, short training courses, energy audits and conservation, or any other

Specify: _____

ICT services: website and mobile based application development, software, ERPs, e-marketing solutions, e-commerce, call center / BPO or any other

Specify: _____

Quality and Safety Certifications: ISO 9000, Food safety and compliance standards (HACCP, ISO 22000) SA 8000, OEKOTEX, WRAP or any other

Specify: _____

Marketing support and strategy: market intelligence / information, new markets and buyers' identification, product and brand development, marketing collaterals, packaging, or any other

Specify: _____

Digital marketing, export marketing or any other

Specify: _____

Accessing financial services: tax advisory, book keeping, financial management, digital payment solutions, Point of Sale (POS) software, credit worthiness assessment Support or any other

Specify: _____

F. I/We hereby confirm that the requested service(s) will help us to increase our business sales/exports and/or increase in Jobs.

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

G. DECLARATION & AGREEMENT

I/We certify that the information provided in this application form is correct to the best of my/our knowledge. I/We agree to the SMEA terms and conditions as outlined in the instructions to applicants and the draft agreement. I/We, grant permission to USAID Small and Medium Enterprise Activity (SMEA) to share only the contact details (including contact name, designation, name of organization, phone number, and email) with SMEA-contracted business development service providers (BDSPs), consultants, and trainers. This information will only be used for providing technical assistance to small and medium enterprises (SMEs) related to SMEA's program activities. I/We understand that all other information contained in this application will be treated confidentially by SMEA (only for internal use) and we agree that SMEA can ask any additional documents or to have access to the original documentation as required. Moreover, I/We are willing to share the cost of requested support.

I understand that SMEA reserves the right to reject the application without assigning any reason.

Signature		Company Seal
Name		
Job Title		
CNIC		
Date		