

Call for Expression of Interest



ANNEX

EOI Application Form – SMART Card / Prepaid Card

I. ADMINISTRATIVE COMPLIANCE

A. Know Your Customer (KYC)

Is your organization/company compliant with the country legislation on Know Your Customer (KYC)? Yes / No

What are the minimum documents required from individual clients to access the smart card/prepaid cards services you provide and other requirement? Do these requirements differ for (if so, please provide further detail):

- Nationals:
- Foreigners:
- Refugees:
- Internally Displaced Persons:.....
- Other Demographic Group:.....

What are the solutions you can provide for individual clients who do not comply with the minimum document requirements?

II. TECHNICAL INFORMATION

A. Technical solution, type(s) of cash and/or voucher delivery mechanisms/payment systems provided

- i. Does the use of the smart card /prepaid card require an **online or/and Offline** system? **Online** / **Offline**
- ii. Do you already have **the required network and technology** for ensuring efficient and effective use of the smart cards / prepaid cards for the transfers? **Yes** / **No**
- iii. Would you **need to develop new solutions** to implement the proposed type and amount of transfers or **adapt or rent another service** through third party **to be able to deliver the transfers**? **Yes** / **No**
- iv. If so, how long would it take for you to set up **the transfer delivery mechanism** in calendar days?**days**
- v. In order to deliver transfers through the smart card / prepaid cards, do you operate directly and/or indirectly through any intermediary organization(s)? **Directly** / **Indirectly**
- vi. In order to deliver transfers through the smart card / prepaid cards, is your system compatible with local sellers? **Yes** / **No**
- vii. What are the **smart cards / prepaid cards transfers services** you can provide?
 - Prepaid cards
 - Smart cards
 - e-cash
 - e-voucher
 - Other (please specify): _____

B. Network, presence and coverage across relevant geographical areas of operation for DRC's cash and voucher assistance

- i. Number of the cash out point or exchange points to operate smart card / prepaid cards transfers in DRC's Targeted areas are: (Please attach the list)

Areas	Number of cash out or exchange points
Mali	
Niger	
Nigeria	
Burkina Faso	
Central African Republic	
Cameroon	
Chad	

- ii. Any other additional information about your coverage / network/ outreach:

- iii. If you do not have any delivery points, outreach, networking in any of DRC’s targeted areas, how would you rapidly respond and distribute cash and/or vouchers?

C. Capacity to deliver the volume of assistance requested by DRC

- i. What are the minimum and maximum amounts of funds you can disburse in a day?

Minimum..... (amount) (currency)

Maximum..... (amount) (currency)

- ii. How much (in monetary value) cash and voucher assistance are you able to deliver in the programmatic areas targeted by DRC within 1 month (maximum amount)?

Areas	Value and Currency
Mali	
Niger	
Nigeria	
Burkina Faso	
Central African Republic	
Cameroon	
Chad	

- iii. How long does it take to distribute cash via mobile money to 100 / 500 / 2,000 / 5000 people in the areas targeted by DRC programming once all recipients are registered?”

Areas	Time in days / hours ?			
	100 people	500 people	2 000 people	5000 people
Mali				
Niger				
Nigeria				
Burkina Faso				
Central African Republic				
Cameroon				
Chad				

D. Existing experience and competency in supporting delivery of humanitarian cash and voucher assistance in the country of programming

i. Do you have experience in humanitarian smartcard / prepaid cards transfers? If yes, please provide a short description and list down the clients you have worked with and/or are working with smart card /prepaid cards transfers including payment methods.

Name of the client	Payment Method	Total amount distributed	Targeted areas	Comments

ii. Do you have any working experience with DRC? If yes, please describe this experience below (completed projects and / or ongoing projects):

Payment Method	Total amount distributed	Targeted areas	Comments

iii. If you have no experience in humanitarian cash and voucher assistance programming, would you be interested in possible future involvement? Please describe your interest.

iv. Please provide reference, including contact details, from at least one other NGO or international organisation proving experience and competency in supporting the delivery of humanitarian cash and voucher assistance.

Name of the NGO	Name of the contact	e-mail address	Telephone number	Period

E. Data protection and management

- i. Does your organization have a Data Protection Policy? Yes / No
- ii. Is your company compliant with the European Union's General Data Protection Regulation ("GDPR") (Regulation (EU) 2016/679)? Yes / No

III. ADDITIONAL INFORMATION

Please include any additional information you want to add in this EOI.