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1. BACKGROUND INFORMATION

1.1. Partner country

Republic of Albania

1.2. Contracting authority

“Qendresa Qytetare” is a non-profit organization founded by a group of young professionals in 2016, who come with different experiences from civil society, uniting their knowledge and energy to contribute to the country and Albanian society. Our mission is to encourage and empower civic engagement and civil society in general through policy advocacy, raising awareness, and civic participation. Our vision is to develop a wider community of knowledgeable, motivated, and committed people who actively address societal concerns by monitoring and advocating public policies at the central and local levels.

1.3. Current situation in the sector

“Support Participation, Accountability and Civil Society Empowerment (SPACE)” project in Albania, was launched on 9 January 2023 and has a duration of 36 months, until January 2026. With the financed support of the European Union (EU). The action focused and assessed public participation in preparation, implementation and monitoring of legislative drafts, government strategies and budgeting aiming (policy cycle) to increase transparency and accountability in the public sector strengthening CSOs capacities, especially local grassroots CSOs from different regions in Albania. The project is implemented by the Together for Life (TFL) organization as coordinator partner and BIRN Albania, Qëndresa Qytetare and Destiny Center for Excellence as implementing partners.

1.4. Related programmes and other donor activities

NA

2. OBJECTIVES & EXPECTED OUTPUTS

2.1. Overall objective

- The overarching objective of SPACE is to strengthen the engagement of CSOs in public policy processes/cycle through evidence-based advocacy and monitoring of reforms.

2.2. Expected outputs to be achieved by the contractor

This action will provide the following results:

- Outcome 1: Civil society organizations will work better to demand improved accountability and budget transparency of public institutions (health and education sectors)
- Outcome 2. Increased public pressure on authorities to respond, change behavior and reduce corruption.
- Outcome 3: CSOs, media, youth, state/non-state stakeholders work together to improve the budget transparency and accountability, leading to the better quality of services for the Albanian citizens.

3. SCOPE OF THE WORK

3.1. General



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3.1.1. Description of the assignment

In the framework of SPACE project, Qendresa Qytetare is seeking to contract a service provider for the publication of the education strategy monitoring report.

3.2. Specific work

Specific Work for this Assignment:

- Quantity: 200 copies
- Number of Pages: 145 pages, full-color printing
- Specifications: 160g thickness cardboard paper
- Format: A4, 80g thickness

3.2.1. Responsible body

Qendresa Qytetare

3.2.2. Management structure

Decision-making process is regulated by Contracting Authority

3.2.3. Facilities to be provided by the contracting authority and/or other parties

N/A

4. LOGISTICS AND TIMING

4.1. Location

The Expert will be located in Tirana.

4.2. Start date & period of implementation of tasks

The assignment will last until 30/09/2024. Please see Articles 19.1 and 19.2 of the special conditions for the actual start date and period of implementation.

5. REQUIREMENTS

5.1. Staff

The interested parties must be independent and free from conflicts of interest in the responsibilities they take on.

5.1.1. Qualification

- Relevant Experience: Demonstrated experience in similar projects or fields.
- Previous Work with Company: Prior collaboration or contracts with your company.
- Team Qualifications: Appropriate academic and professional qualifications.
- Financial Capacity: Ability to support project costs and manage financial risks.
- References: Positive feedback and references from past clients.



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- Project Management: Ability to manage the project within deadlines and budget.
- Technical and Innovative Skills: Relevant technical capabilities or innovative solutions.

5.1.2. Proposal

Interested parties are expected to submit a proposal, including:

- Certificate of Registration
- Historical Extract of the Entity
- Financial offer which indicates the fee per unit for this duty (in Euro). The service provider should submit a Financial Offer as described in Annex A.
- ANNEX III: ORGANISATION & METHODOLOGY

5.1.3. Fee-based

This is a global price contract based in the number of copies in total.

5.1.4. Other experts, support staff & backstopping

N/A

6. REPORTS

6.1. Submission and approval of reports

The report referred to above must be submitted to the project manager identified in the contract. The project manager is responsible for approving the reports.