

TERMS OF REFERENCE (ToRs)
Publication of education strategy monitoring report

Name of the Project:	Support Participation, Accountability and Civil Society Empowerment (SPACE)
Reference number:	IPA III/2022/441-234
Job title:	Publication of education strategy monitoring report
Location:	Tirana

1. BACKGROUND INFORMATION

1.1 Contracting authority

Qëndresa 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.

1.2 Background of the Project

“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.

2. PROJECT OBJECTIVES, PURPOSE & EXPECTED RESULTS

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 Results to be achieved by the project

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 ASSIGNMENT

3.1 Objective of the consultancy

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 for this assignment

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

4. ASSIGNMENT MANAGEMENT

4.1 Responsible body

Qendresa Qytetare

4.2 Management structure

Decision-making process is regulated by Contracting Authority.

5. TIMING OF THE ASSIGNMENT

The assignment will last until 30/09/2024.

6. REQUIREMENTS FOR THE ASSIGNMENT

6.1 Qualifications and selection criteria for Interested parties

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

6.2 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 providers should submit a Financial Offer as described in Annex A.
- Annex Iii: Organisation & Methodology

6.3 Fee-based

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

6.4 Application Process

The deadline for submission of applications is **September 8, 2024**.

Applications must be submitted in English to the Contracting Authority in the email address: qendresaqytetare@gmail.com or in the postal address:

Ali Pashë Gucia St., Building No. 42, Ground Floor, Tirana, Albania