



Terms of References

For procurement of consulting services for Activity A 5.2 Youngsters debate "Toxic vs. Positive Masculinity"

under the project:

“Equity in food, rights and participation for a sustainable rural development”

Funded by We Effect, Sweden

I. Background

“Unë, Gruaja” is a non-profit organization, registered in 2003 by Tirana First Instant Court. The mission of the organization is to empower women and youth in the Pogradec - Korça area. UG has worked in institutional level to establish and build the capacities of the Technical Working Groups in each of the Administrative Units, part of the Coordinated Referral Mechanism of Domestic Violence in the Municipality of Pogradec. The organization has consistently been actively supported by the community. The community of Pogradec has witnessed a high level of motivation, commitment, professionalism and readiness in service delivery by offering services with high quality to the community members. “Unë, Gruaja” is member of AWEN (Albanian Women Empowerment Network).

The Association "Unë, Gruaja" Pogradec (UG) is implementing the project “Equity in food, rights and participation for a sustainable rural development”, which has the main purpose to empower rural communities in Pogradeci Municipality, especially women and youth, through education, services, access to resources and active involvement in sustainable development.

During the implementation of the project, 20 people, women and men from the association and main actors in the project are trained on gender equality, gender stereotypes and positive masculinity. The participants are now able to organize debates on the topic "Toxic vs. Positive" Masculinity.

The debates are planned to be held annually with participation of around 20 youngsters (girls and boys) resulting in an around 300 young people involved. The purpose of the debating sessions is to raise awareness, foster understanding, and promote discussion about the concepts of toxic masculinity and positive masculinity. In addition, the debating sessions will result on the creation of posters, paintings, awareness building messages to change the mentality regarding gender stereotypes, traditional harmful social norms, etc.

In this respect 1-5 experts are required to deliver in total 5 debate sessions with subject: "Toxic vs. Positive Masculinity".

II. Objective of the assignment

UG is looking for 1-5 qualified experts who can deliver in total 5 youngsters debate sessions with subject: "Toxic vs. Positive Masculinity".

In this context, the expert will be responsible to:

- **Prepare all the written materials (power point presentation, agenda, and handouts, for the debates and circulate them with UG staff for comments and suggestions.**
- **Conduct the youngsters’ debate sessions creating an open atmosphere for questions and answers so the audience should be free to discuss and seek information.**
- **Mentor young participants to create posters, paintings, awareness building messages to change the mentality regarding gender stereotypes, traditional harmful social norms, etc.**
- **Prepare a report for the activity, including recommendations for the future.**

III. Duty travel & accommodation

The assignment considers travels to the city of Pogradec for delivery of debate sessions.

All travels and accommodations should be organized by the consultant and all assignment-related travel/accommodation expenses should be arranged, calculated and reimbursed as per UG’s financial rules.

Reference: Consultancy services will be provided in the frame of the **Activity A.5.2 Youngsters debate "Toxic vs. Positive Masculinity"**.

IV. Coordination & reporting

The selected experts will work under direct supervision of the UG’s project manager. The project manager will be responsible for sharing the available assignment-related documents to the consultants and reply to the questions that selected consultant might have.

Logistical support to the expert is expected to be delivered by UG’s project team members coordinated by the project manager. Stationary will be provided by UG. The staff members of UG are also going to provide contacts of the stakeholders if there is a need for some detailed bilateral communication.

Consultant will be reporting directly to UG’s project manager.

| Deliverables: | Timelines |
|--|--------------------------------------|
| 1. Prepare all the written materials (power point presentation, agenda, and handouts, for the debates and circulate them with UG staff for comments and suggestions. | By 16 th November 2023 |
| 2. Conduct the youngsters’ debate sessions. Mentor young participants to create posters, paintings, awareness building messages etc. | By 10 th December 2023 |
| 3. Submit a report for the activity, including recommendations for the future. | By 15 th December 2023 |
| 4. UG’s approval provided, and payment implemented | By 20 th December |

Table 1. Timeline for delivery of the expected products

V. Qualification requirements

The expert shall hold the following skills and experience:

- Theoretical and practical knowledge about gender issues, gender equality, gender stereotypes and positive masculinity.
- Prior work experience in gender studies, psychology, sociology or related fields, with a deep understanding of the subject matter and expertise in creating inclusive learning environments.
- Have a solid experience working on the area of behavioral change/ mentality change and gender stereotypes by using different methodology.
- Active involvement in advocacy and workshops on gender equality and positive masculinity is an asset.
- Collaboration with NGOs and youth organizations to promote healthy masculinity is appreciated.
- Strong/good knowledge about Guy talk methodology, is appreciated.
- The expert must be able to communicate with the audience effectively. Communication skills include the ability to explain complex concepts in a clear and understandable manner.

The contracted expert will be obliged to perform the following competences:

- Demonstrates integrity and fairness by modeling “Unë, Gruaja” values and ethical principles.
- Demonstrate professional competence and conscientious and efficient in meeting commitments.
- Have participant-centered approached, ensuring that young participants feel comfortable, respected, and heard during the debate.
- Observing deadlines and achieving results.
- Demonstrate ability to work independently and in the team.
- Display cultural, gender, ethnic, religious and age sensitivity, and adaptability.

Selected consultant will be requested to communicate with the project manager for any unclear situation or challenge that the consultant might face during the implementation of the tasks, especially the challenges in practicing the above-mentioned competences.

VI. Application procedure:

- Offers should be submitted by 9th November 2023 **deadline until 5 p.m.**

- Interested candidates should submit their CV, a cover letter detailing their qualifications and commitment to the subject of Gender Equality, Positive Masculinity, a short description for each debate, including, theme, target groups and stationaries needed.
- The financial offer should be given for each debate, should be presented in ALL, and should be inclusive of any other costs (such as health and travel insurance) and taxes.
- The contact person who should be contacted in case of any questions related to the ToR.
- The signed Declaration of Relationships.

All the above-mentioned documents should be attached to one email sent to une_gruaja@yahoo.com and Cc to afrovitig@yahoo.com

VII. Evaluation of the offers

The incomplete applications or applications received after the deadline for submission will not be taken into consideration.

The evaluation of offers will be based on the “best value for money principle” by using a weighted scoring method to evaluate the combination of the applicants’ qualification (70%) and financial proposal (30%).

The most responsive/compliant/acceptable proposal, having received the highest combined score out of a weighted technical and financial evaluation specific to the solicitation, will be selected. The offers will be evaluated based on the technical criteria and financial criteria.

1. Technical evaluation (70%): [1+2+3/30% + 30% + 10% = 70%]

- a) Evaluation of professional experience (relevance, 30%). Expertise and experience: Number of years of experience in the fields relating to Terms of Reference; Similar assignments; Proven track-record of delivering consultancy services.
- b) Evaluation of the topics/issues the module contains (30%):
- c) Evaluation of communication, teamwork, and reporting skills (10%)

Only the candidates which will reach the threshold of 60% of the technical qualification will be considered for the financial evaluation.

2. Financial evaluation (30%)

Based on the formula: $30 * (\text{Lowest Price} / \text{Proposed Price})$.

VIII. Cost of the mandate & Terms of payment

This assignment consists of moderation from 1(one) to 5 (five) debates to a maximum budget of 17000 ALL per debate.

Due to the expected value and duration of the contract, this assignment considers payment to be realized in one (final) installment upon approval of the deliverables described with this TOR.

The payment will be realized based on the email sent to une_gruaja@yahoo.com and afrovitig@yahoo.com. The email should contain the following components:

- Email Body Text (preferably in English language):

- Official request for payment.
- Link for downloading the pictures and video materials if applicable.
- Email Attachments:
 - A brief summary report (maximum 2-3 pages) on the process and results of the assignments as well as any recommendations coming out of the assignments.
 - Copies of the educational/support materials used during the training workshop.

IX. Declaration of relationships

The Applicant shall describe if their organization/employees have any business or personal relationships with closely associated party from UG, We Effect, its Regional Office in Skopje, its governing bodies and employees or with similar bodies/persons of the Client.

Closely associated party (persons, physical or legal) as per We Effect's definition is considered person who has the possibility to exert control over, or significant influence on, the other person when it comes to financial and operative decision-making concerning an activity. The purpose of the Declaration is to disclose such information which makes the application and evaluation process more transparent and supports the bids in its relevance according to conditions on the open market