

Date: 16.09.2018

Dear Sir or Madam,

Greetings from REFORM Association

Subject: Request for Quotation

REFORM is planning to contract with a LARP (Live Action Role-Playing) trainer to implement a total of 6 training days (a total of 48 training hours). For those interested, please submit your offer latest by **Wednesday 19.09.2018**, with respect to the below mentioned terms of reference:

Purpose of the training:

- Build a team of youth whom are capable of using LARP games to promote social harmony and active citizenship.
- Building knowledge about the use of LARP games in lobbying and advocacy.
- Introducing the participants to the methodology of improvisational role-playing games (LARP).

Training outcomes:

A group of youth whom are capable of using LARP methodology to promote social harmony and active citizenship.

Training place and duration:

Ramallah – Innovation Hub, **6 training days (a total of 48 training hours) ending October 6th.**

Duties of the LARP Trainer:

- Prepare the training Agenda for two groups (20 participants * 3 days/group) explaining the subject, outcome and the duration required for each training subject.
- Provide the needed tools and games required for the trainings.
- Follow up with the team.
- Prepare a detailed report on the progress of the training process in English.

Specifications of the LARP Trainer:

- Bachelor degree in the field of social or human science, or any other related fields.
- At least 3 years experience in the LARP methodology.
- Experience in designing, writing, and organizing LARP games.
- The applicant must have a record of training experience in applying theoretical and practical teaching LARP methodologies.
- Ability to write and prepare reports.
- Strong Knowledge of the Palestinian social and political context.



Notes:

- REFORM encourages individuals or companies to apply.
- For those interested, the following should be submitted by e-mail to the following address: info@reform.ps **no later than Wednesday, 19.09.2018:**
 - Training agenda in Arabic and English.
 - Resume in English without any photos or other distinguishing signs.
 - Price offer per day for a total of 6 training days (48 training hours) must be drafted in English and submitted in ILS, all taxes must be included in the final price.
- Deduction of source certificate should be submitted by companies or else 10% of the total amount will be deducted, as for individuals 5% of income tax will be deducted from the total payment.
- The selected service provider must provide a detailed LARP games guide.
- Offer validity: Your Price offer must be valid for 90 days.

The Palestinian Association for Empowerment and Local Development- REFORM, Tirawi Building, 2nd floor in Al Masyoun, Ramallah.

For more information, please do not hesitate to contact us on the following contact details:


Telfax: 02-2966645, Email: Info@reform.ps .

Thank you for your kind cooperation,

Sincerely yours,

Nadine Natour

Financial & Administrative Officer

 **REFORM**