

Date: 21.11.2024

Dear Sir or Madam,
Greetings from REFORM Association

Subject: Request for Quotation- Honorarium for Gender and Positive Masculinity (2)
Trainers

REFORM is planning to contract with a gender and positive masculinity trainer within the framework of REFORM's project. We would like to ask for your quotation regarding the trainer mentioned above, please submit your offer latest by **Sunday, 01.12.2024, before 15:00 pm.**

Needed Background:

- Master's degree in gender studies, social science, or related field (sociology, anthropology, psychology, etc.)
- At least 5 years of relevant experience in implementing gender-focused trainings, conducting research, and analyzing data using qualitative methodologies.
- Knowledge of REFORM's Transforming Masculine Behaviors manual.
- Expertise in topics such as "positive masculinities, gender equality, gender roles, gender-based violence, and power relations in society."
- Ability to identify key players/main actors for the research topic, including formal and informal institutions and relevant stakeholders.
- Experience in analyzing data and converting it into actionable results.
- Strong communication skills with sensitivity to gender issues and gender-based violence terminology.
- Ability to engage effectively with focus groups and various stakeholders.
- Skill in writing research that is clear, understandable, and smoothly presented.
- Effective communication and prompt follow-up with the work team to incorporate required observations and amendments.

Scope of work:

- Number of Trainers are 2 which will divide the 5 groups on both.
- Equip 150 participants with increased skills and capacities in understanding gender equality, inclusion, and its impact on their communities.
- Enhance municipal councils' awareness of cultural and structural violence and encourage the implementation of more gender-inclusive policies.
- Formulate gender equality results within program results-based frameworks.
- Enhance the level of trust between councils and elected members, both men and women.
- Develop a detailed training curriculum and schedule.
- Transform masculine behaviors and apply gender analysis to program planning using gender tools.

- Utilize analytical tools to examine the impact of masculinity on women's participation in decision-making processes.
- Produce a final technical report summarizing the training program's outcomes, challenges, and recommendations in English.
- Identify collective and social conceptions about gender stereotypes and the role of women in society.
- Conduct pre and post-assessment of participants to evaluate progress and impact.
- Provide a final report summarizing the training program's outcomes, challenges, and recommendations, including an assessment of participants' progress and skill development.
- Develop a detailed training curriculum and schedule.
- the training will target a diverse range of participants, including female members of local authorities, local authority staff, as well as civil society representatives, specifically young women and men aged 19-29. Given the varied demographic groups that will be involved, the training content must be tailored to accommodate these differences effectively.

The expected outcomes of the training are as follows:

- Transforming Gendered Attitudes: Addressing and shifting traditional, patriarchal views towards women in decision-making roles, with the aim of fostering a more inclusive and supportive environment for female leadership.
- Enhancing Women's Participation in Local Governance: Strengthening the role of women in local decision-making processes, particularly within local authorities.
- Promoting Social Acceptance: Increasing societal acceptance of women's roles in local governance.
- These objectives are essential for ensuring that the training program meets its goals and achieves lasting, impactful results.
- It is essential for the trainer to review reports and feedback from previous training sessions in order to understand participant trends and concerns. This will help the trainer adapt the content and delivery methods to better align with the needs of the participants and ensure the program's continuous improvement.

General Framework:

- REFORM will select 150 members from the 15 municipality:
- 50% female and 50% male participants.
- High motivation and interest in the initiative.
- Number of Training Days: 3 training days for each group, across 15 Targeted Areas* 5 Groups which will be divided between 2 chosen trainers.
- Total Participants are 150, each group 30 persons.
- The training will be conducted in 3 areas in the west bank which are: Ramallah, Bethlehem and Nablus.

Submission Criteria:

- ✚ Individuals who meet the needed background and are interested in implementing the training. Kindly see the below mentioned requirements for applying.

1. Technical offer must include:

- Resume should be sent in English. (Resumes with a personal picture will not be considered).

Specifications	Score
Technical Offer (Resume must reflect the following)	70%
1. Resume including education and knowledge.	15
2. At least 5 years of relevant experience in implementing gender-focused trainings, conducting research, and analyzing data using qualitative methodologies. Related Experience (preferably using REFORM methodology).	20%
3. Pre and post Evaluation Sample.	15%
4. One detailed agenda (explain the main objectives, Expected Outcome, Method used in the training for all 5 groups).	20%
Financial Offer	
The financial offer in ILS per day including income tax (8 hours).	30%

2. Price offer should be drafted in English and submitted in **ILS** per day (8 hours) including transportation. All taxes must be included in the final price.

- Financial and technical offer must be submitted in English and signed/or stamped in **the offer should be in separate sealed envelopes by** hand to the following address:

- ✚ *The Palestinian Association for Empowerment and Local Development- REFORM, Tirawi Building, 2nd floor in Al Masyoun, Ramallah **Sunday, 01.12.2024, before 15:00 pm.***

Notes:

- REFORM is not obliged to choose the lowest price.
- Individuals can submit a valid deduction on source certificate or else 10% the total payment will be deducted as income tax.
- REFORM has the right to cancel the RFQ at any time.
- REFORM has the right to contract with more than one candidate.
- We will be evaluating each applicant based on the following weights:

For more information, please do not hesitate to contact us on the following contact details:
Telefax: 02-2966645, Email: Info@reform.ps

Thank you for your kind cooperation,

Sincerely yours,

Procurement Unit

