

Date: 25.04.2023

Dear Sir or Madam,

Greetings from REFORM Association

Subject: Request for Quotation- Political System Two Facilitators**Background:**

The Palestinian Association for Empowerment and Local Development – REFORM is a Palestinian NGO that works in the fields of empowerment, local development, and social transformation. Seeking to promote inclusion and social solidarity in Palestine through empowering marginalized hard-to-reach groups, and structural reform. REFORM aims to enhance the social and political participation of marginalized hard- to-reach groups and community activism, to facilitate equal access to public utilities through strengthening the capabilities of young and women, and to provide a reliable database for the political and administrative decision makers in Palestine.

We would like to ask for your quotation regarding the item mentioned above, please submit your offer latest by **Sunday, 30.04.2023, before 14:00 pm.**

Needed Background:

- A Master degree in social science, humanitarian studies, political science, public policy or relevant studies
- at least 3 years' experience in policy analysis
- Deep knowledge of the contexts of shaping the Palestinian political system.
- Understanding of policy making in Palestine and societal issues
- Good knowledge about Palestinian laws and societal issues.
- Deep knowledge of the Palestinian policy context.
- Communication skills.
- Ability to manage and facilitate the sessions.
- Assist in achieving project objectives
- Deep knowledge of the nature of the work of the Palestine Liberation Organization and the National and Central Councils
- Deep knowledge of the Palestinian National Charter and the Palestinian Declaration of Independence.
- Communication with the project team.

Purpose

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- Conduct a training 30 participants on the nature of the work of the Palestinian political system.
- Preparing a two-day training program on the components and nature of the work of the Palestinian political system.
- Raise the participants' awareness about the stages of development of the Palestinian political system.
- Raise participants' awareness about the institutions of the political system and their tasks.
- Raising participants' awareness about the social contract between the citizen and the state.
- Conducting a pre- and post-evaluation that reflects the participants' benefit from the educational path.
- Preparing a technical report that reflects the educational track outputs and includes pre and post evaluation

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 **(70%)** must include:

- Training plan and program 15%
- Resume should include Master Degree. (Resumes with a personal picture will not be considered) 5%
- At least 3 years' experience in coaching and facilitating trainings. 10%
- At least 3 years' experience in analyzing policies and laws. 15%
- Good knowledge about Palestinian laws and societal issues. 15%
- Deep knowledge of the contexts of shaping the Palestinian political system. And understanding of policy making in Palestine and societal issues 10%

2. Price offer should be drafted in English and submitted in **ILS** per day (8 hours). All taxes must be included in the final price. **30%**

- 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.*

Those wishing to participate in the preparation of the plan and who meet the above conditions should submit their financial and technical offers in the sealed envelope to the address of the Palestinian Association for Empowerment and Local Development REFORM-, located in Ramallah, Al-Masyoun, Al-Tirawi Building, second floor no later than Thursday 09.03.2023 until 02:00 in the afternoon, taking into account the following:

Notes:

- REFORM is not obliged to choose the lowest price.
- Individuals are only accepted.
- Individuals can submit a valid deduction on source certificate or else 10% the total payment will be deducted as income tax.
- 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

