

Date: 02.05.2023

Dear Sir or Madam,
Greetings from REFORM Association

Subject: Request for Quotation- Social Transformation Facilitator

REFORM is planning to contract with a facilitator for Social Transformation training within the framework of REFORM's project to implement up to (160) facilitation hours during 2023-2024. We would like to ask for your quotation regarding the item mentioned above, please submit your offer latest by **Wednesday 10.05.2023, before 14:00 pm.**

Needed Background:

- BA Degree in Political Science, Social Studies, Human rights and law or any other related field.
- Advanced knowledge in social issues, and power relations between the different components of society.
- At least 4 years of knowledge in social transformation methodology.
- At least 4 years' experience in conducting training and facilitate community conversion sessions.
- Ability to provide a description of the training's phases and exploitation of the theoretical framework based on logical objectives and practical experience.
- Advanced knowledge in the Palestinian social context.
- Advanced communication skills.
- Proven skills in facilitating and managing dialogue and training sessions.
- Advance knowledge in report writing.
- Deep knowledge of the Palestinian political system.
- Knowledge in the reality of the work of Palestinian parties and their relationship with the political system, Palestinian context, specifically youth issues, refugee camps, Area C, and influencers on a governmental level, and gender concepts, women's participation and the reality of the Palestinian women.

Scope of work:

- REFORM has the ability to contract one or more facilitator/s during 2023-2024 to implement up to (160) training hours for each facilitator. These number of hours are subject to change, in which they can be increased up to 25% from the applicant's offer and decreased according to the budget's availability and REFORM's projects.

- REFORM's operation team will specify to the Co-facilitator/s the topic/ number of training hours to prepare a work plan that describes the training, its aims and the time period for the training days, which reflect the overall goal, expected outputs and timeframe, upon REFORM's Operations Unit request.
- Implement trainings in REFORM's targeted governorates in Gaza Strip, regarding the projects and will be determined later by the operation unit.
- Implement the trainings on time, as requested, including weekends.
- Help the main facilitator in prepare a detailed report to measure the changes on participants and the results of the assessment.
- Identify the training material.
- Follow up and coordinate with the project team.
- He will help in develop participants' ability to analyse using the social transformation methodology.
- Helping in developing the capacities of the participants in resolving conflict and promoting social cohesion.

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).

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 sealed envelope by hand to the following address:

✚ **In West Bank:** The Palestinian Association for Empowerment and Local Development- REFORM, Tirawi Building, 2nd floor in Al Masyoun, Ramallah.

✚ **In Gaza Strip:** Al-Rowad Association for Palestinian Youth, Gaza, Al- Samer intersection, Al- Madena Budling, 3rd Floor. Delivered to Mr. Mohammed Attalah phone number: 0592333047.

Notes:

- **The Applicants must register on our procurement system E-connect using this link: REFORM (econnect.ps), and attached copy of the registration form with the offer.**
- 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:

Specifications	Score
Technical Offer (Resume must reflect the following)	70%
<i>BA in Political Science, Social Studies, Human rights and law or any other related field</i>	10%
<i>At least 4 years-worth of knowledge in social transformation methodology/ conflict resolution is plus</i>	20%
<i>At least 4 years' experience in conducting training</i>	10%
<i>Deep Knowledge in the reality of the work of Palestinian parties and their relationship with the political system, Palestinian context, specifically youth issues, refugee camps, Area C, and influencers on a governmental level, and gender concepts, women's participation and the reality of the Palestinian women.</i>	10%
<i>Training program which includes the overall goal, the expected output, tools to be used in the training and timeframe 20%</i>	20%
Financial Offer	
<i>Price in ILS per day</i>	30%

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