

**Annex A-Terms of Reference**

**PR\_00159547**

**Consultancy on Modelisation for Replicability of tested and successful models of Youth Entrepreneurship Support from Estonia to Georgia**

1. **Introduction to DRC**

The Danish Refugee Council assists refugees and internally displaced persons across the globe: we provide emergency aid, fight for their rights, and strengthen their opportunity for a brighter future. We work in conflict-affected areas, along the displacement routes, and in the countries where refugees settle. In cooperation with local communities, we strive for responsible and sustainable solutions. We work toward successful integration and – whenever possible – for the fulfilment of the wish to return home.

The Danish Refugee Council was founded in Denmark in 1956 and has since grown to become an international humanitarian organization with more than 7,000 staff and 8,000 volunteers. Our vision is a dignified life for all displaced.

All our efforts are based on our value compass: humanity, respect, independence and neutrality, participation, and honesty and transparency.

Since 1998, programmes in Georgia are designed through a “protection lens”, ensuring that all activities integrate protection principles. As such, we will continue to work on expanding our knowledge and ensure durable solutions are provided to IDPs, returnees and host communities, and as well as make IDPs, returnees, host communities and persons in a refugee-like situation aware of and actively claim their rights, through legal assistance and awareness raising.

The main DRC donors in Georgia in 2021 are the KfW, GIZ, UNHCR, UNDP and the European Union while fundraising efforts have been undertaken with other donors which could potentially effect priorities, the scope of work and tasks related to this particular assignment.

In Georgia, the programmes focus on the following core sectors of intervention in line with DRC mandate to provide durable solutions to displaced populations of concern:

* Livelihoods (self-reliance, small-business and SME development, VET, work placement etc.)
* Shelter and small-scale infrastructure (construction and rehabilitations work)
* Access to education and community services
* Access to rights and basic freedoms/protection (legal aid assistance)
* Technical assistance to the Government in support of IDP integration in all its dimensions

1. **Background**

The Danish Refugee Council currently has been implementing since December 2018 one EU-funded project “EU4Youth- Enhancing Youth Education, Employment and Participation in Conflict-affected Areas in Georgia and Ukraine” in support of IDP socio-economic integration.. This project focuses on economic recovery with a special emphasis on youth empowerment through the promotion of entrepreneurship and skills development in pursue durable solutions, with IDPs as a main target group. Matching market needs through effective interventions in the field of Vocational and Educational Training is central to DRC work in Georgia. DRC constantly empowers unemployed IDP and conflict-affected youth and other vulnerable groups to build up a stronger resilience and access employment.

In 2019 DRC conducted the study to identify the best practices of youth employment and entrepreneurship in three European Union member countries – Estonia, Poland and the UK (the EU member at that time), the countries that employ the support schemes with patterns that are relevant and applicable for replication in Georgia and Ukraine. Based on the analysis of the findings, the research provided comprehensive recommendations for Georgia and Ukraine for the development of mechanisms that will support the improvement of youth entrepreneurship and employment schemes. The findings and recommendations of the study were presented to the respective government representatives of Georgia with the purpose to contribute to the development of a more favorable eco-system and support in the elaboration of evidence-based youth support programs for employment and entrepreneurship. After the consultations with the state representatives, Estonia was selected as the target country for the replication of some best models on youth programmes to Georgia.

In April – June 2021, DRC with the support of Estonian organization has developed one analytical report on thorough analysis and review of the Estonian most successful programmes and schemes supporting youth employment and entrepreneurship. Furthermore, in May-July 2021, DRC sub-contracted another national consultant who has overviewed and analyzed the current core programmes implemented by 4 state entities, providing uninterrupted support to Georgian startups and existing businesses throughout Georgia, as well as to collect evidence on mainstreaming of youth dimension into the above-mentioned programmes and detect possible challenges and gaps and provide recommendations for further enhancement of youth engagement into these programmes.

**Overall Objective:**

The present consultancy seeks for the development of one concrete modelized intervention for replicability in Georgia on the basis of above-mentioned two analytical reports in the form of project proposals, including cost estimations, full indicators and respective tools based on the Estonian programmes in close partnership with LEPL Youth Agency under the Ministry of Culture, Sport and Youth Affairs of Georgia.

The ultimate goal is to ensure this concrete model in the form of a full proposal is reflected to some degree under the lead of DRC in the National Action Plan to the Youth Strategy of Georgia which is currently under development through engagement with different local and international stakeholders.

**Specific Objectives:**

1) To get familiar with produced report on Best Estonian practises and models for possible replication in Georgia;

2) To Review the analytical report produced on youth mainstreaming in existing state Entrepreneurship programmes of Georgia and provided recommendations for further enhancement of youth engagement;

3) To support the development new programmes/updating existing ones based on tested and successful Estonian models in the form of concrete programme description- proposal, budget, LFA and respective tools.

**Duration and proposed timeframe:** The duration of the assignment is 1 month

**Consultancy fee:** Bidder shall indicate the expected fee for the consultancy service in GEL (VAT excluded), including all costs related to the assignment through the filled and signed RFQ form (attached). Payment will be done upon the submission of a final deliverable.

1. **Required Deliverables and timelines**

The selected consultant is required to provide 1 programme-proposal full package for review and approval to DRC and its partner LEPL Youth Agency.

All deliverables to be submitted in English and Georgian via email to DRC. All deliverables are subject to DRC review and comments.

The Final products will be the sole property of DRC, which will retain the right to use it for internal and external purposes.

1. **Required Qualifications and Experience**

DRC is seeking applications from individual consultant/expert. The successful expert should have a minimum of the following qualifications and experience:

* An advanced degree in economy, entrepreneurship, youth work or other related field;
* Minimum of 5 years of demonstrated experience in the sector of Youth affairs, economy or working with entrepreneurship field;
* Demonstrated experience in carrying out research and analysis independently;
* Significant practical experience in proposal full package development;
* Strong analytical skills;
* Fluency in English is a mandatory.

1. **Procedure for submission of quotation**

Interested individual consultant/expert is expected to submit the following materials in English in response to this ToR:

* Detailed Curriculum Vitae indicating at least two references with the contact information;
* Technical Proposal/methodology including the detailed timetable for suggested activities;
* Filled and signed Request for Quotation Form (please see attached)
* Completed and signed DRC supplier profile registration form (please see attached)
* Signed Code of conduct (please see attached).

**Deadline:** The interested applicants should submit the application to the following email address: rfq.geo.tbs@drc.ngo by 24:00 PM local time, July 27, 2021. Please indicate the following assignment title in the subject line of the email: “*PR\_00159547 -Consultancy on Modelisation for Replicability of tested and successful models of Youth Entpreneruship Support from Estonia to Georgia*”.

Applications submitted after the deadline will not be considered for selection.

1. **Proposal Evaluation and Selection**

The evaluation is made on a technical and financial basis. The proposed technical offer by bidders will be evaluated using the following criteria, and points will be allocated on a scale from 1 – 10 for each of the criteria stipulated below, whereas the weighting is as follows:

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| --- | --- |
| **Relevant Qualifications (60%)** | * Documented experience working in requested sector (economy, social protection) (20%) |
| * Demonstrated experience on analytical review and surveys (40%) |
| * Demonstrated experience in conducting research and report writing (20%) |
| **Proposed services (40%)** | * The proposed methodology is relevant to the DRC requirement (20%) |
| **Total** | **100%** |

All bidders must obtain **an average score of at least five** for the total technical scoring in order to proceed to the financial evaluation. The financial offer will then be weighed against the technical offer.

**Nota Bene:** The total cost of the financial offer should be mentioned in the DRC Bid Form (RFQ). The total price offered should be a lump sum price, including all costs relevant for the assignment.