

## **Call for Letter of Expression of Interest for Service request**

### **“Provide 6-Month Coaching for 100 Iraqi Companies“**

The Private Sector Development & Employment Promotion (PSD) Project in Iraq is a multi-donor action commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ), co-funded by the European Union (EU) and implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

The PSD Project supports governmental efforts of creating conditions for a growth-oriented business and investment climate in central and south Iraq as well as Kurdistan Region Iraq. In addition, the PSD Project supports the creation of employment prospects in the private sector for young Iraqis, especially women and returnees, following an integrated approach that combines labour market-driven skills development and job placement measures as well as entrepreneurship development, and advisory services for MSMEs.

#### **Summary of the requested service:**

Due to different factors, such as the current effects of the COVID-19 pandemic to the Iraqi economy, limited access to finance and a lack of access to technical training many young companies were unable to scale or launch their business in 2020.

In order to support companies that were affected by the COVID-19 regulations the PSD project of GIZ is looking for a company that can provide support measures to the 100 companies. The main task would be to provide individual coaching, including network building to help the companies become stable in 2021. In addition, the contractor shall provide online trainings on needs basis for different topics such as:

- I. Sales and marketing
- II. Financial, administrative and HR management
- III. Strategic development and planning

As the companies are from different sectors, different regions, with different skill sets and different needs the contractor would need to conduct a profound needs assessment with the companies in consultation with the different parties involved to develop an individual support plan for each company.

In order to reduce the skill gaps of the entrepreneurs the contractor is expected to design online trainings that cover the main needs identified by the assessment. Some of the companies participated already in several trainings (bootcamps, incubators, accelerators) before and might not be interested in all topics provided within the trainings or in the online training sessions at all and only need the coaching support. Therefore, a modular approach to provide the trainings is required. Also, the trainings need to be designed in a way that engages the participants to increase the effect of training. In total, it is expected to deliver 40h of online training sessions. The number of participants for each training carried out is the decision of the contractor. Most of the companies are lacking English skills and the dominant languages of the trainings has to be Arabic and Kurdish.

Interested companies, consultancy firms, are kindly requested to express their interest for the above-mentioned agreement, to send a Letter of Interest with following documents:

1. Introduction of the Company.

The company's profile should contain the following:

- a. **The business details** (the company, established date, Location addresses, phone numbers and email addresses).
- b. **Description of business and the range of services implemented by the company (Reference of similar services).**
- c. **Core team details (CVs of the consultants).**
- d. **Related training manual (if available)**
- e. **Certificates, awards, media/ news recognition, partnership (if any).**

2. Provide the copies of original Iraqi legal registration documents, all documents should be updated.
3. Bank data with all details from a local bank (Bank Name, Account Holder, IBAN).
4. Provide Affidavit that the firm has been neither blacklisted by any Government, semi-governmental institute or private institute nor involved in any litigation in the current or during the last two (2) years or a **(self-disclosure)**.
5. Provide a letter directed to GIZ exploring:
  - Your company is interested and will participate in the tender.
  - Full names of owner and representatives, with their signatures' samples.
  - The stamp sample.

This expression of interest is a market search for qualified companies and GIZ keeps the right for appropriate selection of the best qualified companies after this expression of interest the companies might be asked for more detailed information and the criteria of selection will be shared with all selected companies for future demand under this **"PSD – Coaching 100 companies"**.

Interested companies must submit above requirements and the full contact details of their company via email to [procurement.iraq@giz.de](mailto:procurement.iraq@giz.de) with the **email subject name**

## **PSD – Coaching 100 companies**

The deadline for submission is:

**Sunday 04.04.2021**

**Before 5:00 PM local time.**

Yours Sincerely,

Procurement and Contracting Unit

Deutsche Gesellschaft für

Internationale Zusammenarbeit (GIZ) GmbH

E [procurement.iraq@giz.de](mailto:procurement.iraq@giz.de)

I [www.giz.de](http://www.giz.de)