

---

## Contents

|   |                                     |
|---|-------------------------------------|
| 1. General information .....  | <b>Error! Bookmark not defined.</b> |
| 2. Tender requirements .....  | 2                                   |
| 3. Qualifications of proposed staff .....   | 3                                   |
| 3.1 Expert 1: .....   | 3                                   |
| 3.1.1 General qualifications Education: for example, university qualification (first degree/master's) in Professional experience: years' experience in..... | 3                                   |
| 3.1.2 Experience in the region/knowledge of the country Iraq: at least 5 years.....   | 3                                   |
| 3.1.3 Language skills: business fluency in English, Arabic and Kurdish (Badini) .....   | 3                                   |
| 4. Appropriateness of proposed concept.....   | <b>Error! Bookmark not defined.</b> |
| 5. Specification of inputs .....  | <b>Error! Bookmark not defined.</b> |
| 6. Fixed lump sum price – contract for work.....  | 5                                   |

## 1. General information

### a. Brief information on the project

The Programme “Exchange, Education and Conflict Transformation through Sport for development (S4D)”, commissioned on behalf of the German Federal Ministry of Economic Cooperation and Development (BMZ), is demanding services for the **conduction of workshops, material development and field visit following a sport and life skills approach.**

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a public-benefit federal enterprise that on behalf of the German Government supports many public and private sector clients in around 120 countries in achieving their objectives in international cooperation. With this aim, GIZ works together with its partners to develop effective solutions that offer people better prospects and sustainably improve their living conditions.

### b. Context

The objective of the project is to offer children and young adults in refugee camps, camps for IDPs and host communities in KRI “Sport for Development” activities as a means of psychosocial support, violence prevention and conflict transformation as well as to qualify teachers and trainers according to the concept of “Sport for Development”. The project will work in KRI in camps and host communities the governorates Erbil, Dohuk and Sulemaniyah. The lead executing agency is the Ministry of Planning, while the Ministry of Education and the Ministry of Culture and Youth act as consulting and directive institutions. The Department for Physical Education at the University of Dohuk assists in a scientific way. The project will develop sport and exchange programs mainly in the area of non-formal education and will support a practice-orientated qualification of teachers, coaches and multipliers so that sufficient offering can be made available in the participating camps and host communities. Special training materials will be developed and the teachers, trainers and multipliers will be trained in their usage. The cooperation with the German Football Association (DFB) will be used for the licensing of the trainers so that the qualification can be embedded in an already existing and proven trainer education. The DFB possess extensive experience in the trainer education which the project can make use for the qualification of multipliers in the field of “Sport for Development”.

On institutional level the project will advise the involved institutions (schools, ministries, education authorities, community centers in refugee camps and camps for IDP's, youth centers) in order to support them integrating "Sport for Development" activities in existing formal and informal sport offerings. The project pays special attention to qualify a sufficiently high number of female trainers, multipliers and teachers to enthuse girls and young female adults for sport activities. Moreover, the project is designed inclusively which means that people with disabilities can join the sport and physical activities. The sport activities will be implemented jointly with children and young adults from domestic, refugee and families of IDP's. The trainer teams will be as well mixed teams.

**c. GIZ shall hire the contractor for the anticipated contract term, from 01.08.2021 to 31.12.2023.**

**d. The contractor /Expert shall provide the following work/service**

In close cooperation with partner organizations GIZ wants to improve the quality and quantity of sport for development activities as an educational tool in Iraq. The aim is to enable female and male trainers, PE teachers, and multipliers to use sport pedagogical methods to promote individual development, life-skills, physical and mental well-being for children and youth of different origin, living in camps and hosting communities. Every person trained in the Sport for Development methodology is supposed to regularly coach a team of children or youth at his/her place of implementation. To do so, several Coach Clinics including individual coaching and Follow Up workshops will be held by workshop instructors in camps and host communities and are a major task in the demanded service.

#### General tasks

- Give organizational and administrative support to the GIZ regional sport programme KRI
- Takeover knowledge management tasks
- Make use of his/her own vehicle to conduct field visits, workshops and partner visits
- Monitoring of the development and implementation of project plans and activities in close consultation with counterparts
- Developing, organizing and implementing quality assurance measures
- Cooperation and dialogue with partner institutions and maintain good working relationships
- Supporting project documentation
- Supporting material development (manuals, designing training sessions, curricula development )
- Conducting Focus group discussions, interviews with coaches and participants
- Participation in an international instructor conference/workshop in either Germany or Jordan

#### Workshops

- Organization and facilitation of up to **18**ToT's (workshops consist of 2-4 days +preparation and wrap up) according to the "Sport for Development" methodology. (workshops either targets PE teachers, sport teachers, community workers or instructors that are supposed to lead SFD coach clinics for teachers themselves). In addition, workshops might be implemented online / through virtual meetings if needed. Suitable and participate methods must be used accordingly
- Liaises with partners, owners of venues, governmental institutions etc.
- Organize and implement up to **50** field visits to the implementation areas of trained coaches according to GIZ's field visit and monitoring strategy
- Make use of GIZ's M&E system
- Take an active role in reviewing and developing training contents, including online contents if needed

#### Events

- Organization and facilitation of Sport for Development events and tournaments in Camps and/or Host Communities
- Liaise with partners (NGO's, Camps Management, Directorates, Youth Centers etc

Most activities will take place in KRI activities. The expert must also be applicable in Mosul, Baghdad, Diyala and Basra Governorates.

## 2. Tender requirements

## 3. Qualifications of proposed staff (CV to be attached)

### 3.1 Expert 1:

- **3.1.1 General qualifications**  
University degree: **Sport sciences, social sciences** or other related fields.
- Practical experience in planning and conducting ToTs using participative and inclusive methods (up to 2 years)
- Practical and theoretical working experience (up to 2 years) in using sport as a tool to develop children's and Youth's life skills
- Knowledge of and experience applying concepts of gender equality and prevention of gender based violence. (up to 1 year)
- Practical and theoretical working experience in using sport as a tool to enhance gender equality and to prevent GBV (up to 1 year)
- Practical experiences in working in the context of IDPs (up to 2 years)
- Having advanced practical and theoretical experience in coaching football.
- Basic knowledge of either Ultimate Frisbee, Handball or Basketball.

### 3.1.2 Experience in the region

#### Knowledge of the country Iraq

KRI up to 5 years.

### 3.1.3 Language skills:

- Business fluency in Kurdish and Arabic. Good (written and spoken) English skills

## 4. Appropriateness of proposed concept

## 5. Specification of inputs

| Fee days  | Number of experts | Number of days per expert         | Comments  |
|---|-------------------|-----------------------------------|---|
| <ul style="list-style-type: none"> <li>Preparation/debriefing</li> </ul>  | 1                 | 50                                | Preparation and debriefing of ToT's/workshops & events, preparation of workshop contents, reports etc.  |
| <ul style="list-style-type: none"> <li>Implementation</li> </ul>  | 1                 | 100                               | Implementation of ToT's/workshops, events and field visits, conduction of interviews  |
| Travel expenses   | Number of experts | Number of days/nights per experts | Comments  |
| <ul style="list-style-type: none"> <li>Per-diem allowance in country of assignment</li> </ul>   |                   |                                   |   |
| <ul style="list-style-type: none"> <li>Overnight allowance in country of assignment and abroad (Jordan and/or Germany or other relevant Country)</li> </ul> | 1                 | 25                                |   |
| <ul style="list-style-type: none"> <li>Travel costs (train, private vehicle)</li> </ul>   | 1                 | 60                                | Use of private vehicle, based on 0.3 EUR/km, calculation based on an average estimation of 100km/trip. Only actual driven km (proof via timesheet) will be reimbursed |
| Flights   | Number of experts | Number of flights per experts     | Comments  |
| <ul style="list-style-type: none"> <li>International flights</li> </ul>   | 1                 | 1                                 |   |
| <ul style="list-style-type: none"> <li>Domestic flights</li> </ul>  | 1                 | 3                                 |   |
| Other costs   | Number of experts | Amount per experts                | Comments  |
| Communications/phone cards  | 1                 |                                   |   |
| Ancillary travel expenses (e.g. visa, airport transfers)  | 1                 |                                   |   |
|   |                   |                                   |   |
|   |                   |                                   |   |

Calculate your financial bid exactly in line with the quantitative requirements of the specification of inputs above. There is no contractual right to use up the full days/travel or workshops or budgets. The number of days/travel/workshops and the budgets will be contractually agreed as **maximum amounts**. The regulations on pricing are contained in the price sheet.

**Note:**

If restrictions are introduced to combat coronavirus/COVID-19 (restrictions on air travel and travel in general, entry restrictions, quarantine measures, etc.), GIZ and the contractor are obliged to make adjustments to their contractual services to reflect the changed circumstances on the basis of good faith; this may involve changes to the service delivery period, the services to be delivered and, if necessary, to the remuneration.

## **6. Fixed lump sum price – contract for work**

Since the contract to be concluded is a contract for work, we would ask you to offer your services at a fixed lump sum price, which covers all relevant costs (fees, travel costs, etc.). The assessment of the financial bid is based on the lump sum price tendered. For the purposes of our internal calculations and any subsequent contracts, we would also ask you to state the daily rate used for the tender. A breakdown of the days is not necessary.

### **Note:**

If restrictions are introduced to combat coronavirus/COVID-19 (restrictions on air travel and travel in general, entry restrictions, quarantine measures, etc.), GIZ and the contractor are obliged to make adjustments to their contractual services to reflect the changed circumstances on the basis of good faith; this may involve changes to the service delivery period, the services to be delivered and, if necessary, to the remuneration.