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General information

a. Brief information on the project

Lebanon is facing severe challenges such as an economic crisis, increasing poverty causing worsening food security, a financial crisis due to the constant depreciation of the Lebanese lira and all this exacerbated by the COVID-19 pandemic and the explosion in the Beirut port. Economic downturn, business closures, a deterioration in working conditions and lost livelihoods are consequences of this multi-layered crisis that the Lebanese population is going through. Due to the value loss of the Lebanese Lira, imports have become so expensive that importing necessary production inputs has become almost impossible putting food security at risk.

The project *Strengthening Agriculture, local Communities, and small and medium Enterprises (ACE)* aims to strengthen economic stabilization and improve social stability through targeted measures to promote cooperation and exchange in three areas of action:

1. Agriculture: Support of farmers to form agricultural associations and to produce in accordance with market needs, including training and sharing of good agricultural practices.
2. Support of small and medium enterprises (SME): Targeted promotion of income prospects with financial and capacity-building measures to promote entrepreneurial action and closing important gaps in the value chains.
3. Local communities & social stability: Joint planning & implementation of low-threshold community initiatives both within civil society and together with local governments to strengthen positive intergroup experiences as well as increasing confidence in local capacity to act.

The project is categorized as part of the transitional development assistance. The project will promote individual skills so that the parties responsible in agricultural businesses, food processing enterprises and other SMEs downstream of agriculture, as well as local authorities and civil society, will be able to understand changes and adapt their actions. In areas of action 1 and 2, this will involve the provision of knowledge for the development of new products or the adaptation of existing products. For Lebanese people interested in founding a business, the focus will primarily be on coaching, mentoring and technical advice. Start-up financing will additionally be provided. In area of action 3, the expert knowledge to be provided will depend on the priorities that civil society and local administrations define together. The focus will be on the provision and application of methodological knowledge of participatory planning processes.

b. Context

The project is about to collect baseline-data on the status quo of social stability in its selected partner municipalities to track changes in the communities' confidence in the local capacity to act throughout the duration of the project.

The baseline data will be collected as part of the project's *community survey*, a questionnaire that aims at identifying the current beliefs, attitudes, behaviours, and norms that are necessary to strengthen social stability in the project areas.

The objective of this assignment is to support the data collection for the community survey in cooperation with the research company commissioned by the project.

The community survey will be implemented in 15 selected municipalities in the areas of West Beqaa, Zahle, Upper Chouf, and Matn. For the data collection, the project is looking for experienced enumerators/data collectors who have a good understanding of and knowledge about at least one of these geographical areas.

Subject of this assignment: For the implementation of baseline data collection through the community survey, the project would like to work with a qualified national enumerator to support the ACE team in the data collection.

- c. GIZ shall hire the contractor for the anticipated contract term, from 01.01.2024 to 31.05.2024.
- d. The contractor shall provide the following services:
 1. Participate in training/briefing on the assignment.
 2. Coordinate with ACE team for the selection of suitable interviewees.
 3. Conduct interviews with municipal staff and people of the communities in selected municipalities.
 4. Fill in data during interview and write up the results in a comprehensible and concise manner for later use.

Certain milestones, as laid out in the table below, are to be achieved by certain dates during the contract term, and at particular locations:

The Contractor has received a briefing and a training on how to use tablets, and data collection tools for data collection.	Within Two weeks after contract start.
Enumerator has conducted the first assessment in selected pilot municipalities and discussed with ACE team if the survey needs adjustments.	Within Six weeks after contract start.
Contractor has conducted all the interviews and prepared the results in an understandable way.	20 weeks after contract start.

Requirements

1. Qualifications of proposed experts: Enumerators

1.1 General qualifications:

Education: university qualification (bachelor) in public administration, international development, law, peace and conflict studies or a related subject.

Professional experience: minimum 2 years' experience in field work, qualitative and quantitative data collection, interviewing processes, report writing and/or **community engagement**.

Specific professional experience: experience in data collection and data entry, as well as knowledge of information and communication technology tools, and data collection tools.

ICT Intelligence: knowledge of using tablets and information and communication technology equipment is mandatory.

1.2 Experience in Area or Implementation

Knowledge of at least one of Lebanon's particular Areas of either the Bekaa, Zahle, Chouf, and Matn region.

1.1.3 Language skills

Business fluency in Arabic and English

2. Appropriateness of proposed concept

The received offers will be objectively evaluated based on the five objective criteria specified below. The application should be through providing a detailed CV showing the relevance of the experience to the mentioned criteria along with reference works. The CVs should not exceed 5 pages.

- University degree
- Regional knowledge and experience of at least one of either Zahle, Bekaa, Chouf, and Matn areas.
- Level of English & Level of arabic
- Experience in data collection/as enumerator
- Reporting skills

3. Specification of inputs

Fee days	Number of experts	Number of days per expert	Comments
• Preparation/debriefing	15	15	1*15
• Implementation	15	450	30*15
• Reporting	15	60	4*15
Travel expenses	Number of experts	Number of days/nights per experts	Comments
• Per-diem allowance in country of assignment	N/A	-	
• Overnight allowance in country of assignment	N/A	-	
• Travel costs (train, private vehicle)	15	525	
Flights	Number of experts	Number of flights per experts	Comments
• International flights	N/A	-	
• Domestic flights	N/A	-	

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 schedule.