

Economic Empowerment Programme Component

Call for Expert NGOs

Component title	Economic Empowerment Programme Component
Area of implementation	Lebanon -Beirut
Short description of the Component	Creating opportunities for students to find employment in their study area.
Target	Details in the main activities
Duration	3-5 months

1. Background

Foundation SPARK Van Diemenstraat 70 1013 CN Amsterdam, the Netherlands. SPARK develops higher education and entrepreneurship so that young ambitious people are empowered to lead their post-conflict societies into prosperity. In Lebanon, SPARK has been working to develop the capacity of Students and improve their access to higher education, economic empowerment, entrepreneurship and leadership development. Moreover, SPARK supports existing small and medium enterprises (SMEs) to grow and add jobs. SPARK is a not-for-profit, non-political NGO with headquarters in Amsterdam and field offices in South East Europe, Africa, and the MENA region.

2. Support entrepreneurship and employability among youth (HES) Program – Program Overview

Higher Education Services Programme (HES) is a multi-donated programme designed to support Refugees and host community students through placing them at the universities, providing them with build-up skills in economic empowerment and languages, and social cohesion activities. Through the economic empowerment component, students are receiving training related to skills of marketing, business planning and modeling, and coaching under support for startups, SMEs, and internships.

In recent years, alternative, technology-based skills have overtaken as a favorite for young graduates seeking to lay the foundation stone for their careers. Some essential skills if honed can help students compete for remote jobs that can be done with the use of a computer. Those skills include coding (for programmers or app developers), writing, translation, web development, graphic design and other skillsets.

Technology-based skills will need to be accompanied with the required 'soft skills'. Thus, SPARK have sought to connect both through special programmes that equip young participants and future job candidates with interpersonal skills as communication, creative thinking, work ethic, negotiation, networking, time management, and problem-solving.

Therefore, SPARK is currently looking for expert NGOs that will be able to design and deliver the following activities:

Work Package 1. Internships and Employment Opportunities

Internships are an area almost entirely uncovered by other youth employment initiatives. It also a very important segment of SPARK's work, and therefore to strength the skills of SPARK students and preparing its graduates to the labour market, SPARK propose the introduction of an internship component to our HES programme. Towards the end of their scholarships, traineeship and job placement services will be offered. Special effort will be made to place students at companies doing business in the target countries and planning to do business in post-conflict Syria.

SPARK will map potential internship and job opportunities to our students, based on their academic knowledge and the market needs. The next very important phase is matching the pre-selected students with companies. After the matching process and prior to starting the internship or job in the company, students are offered training. The training offers soft skills training that include time management, how to deal in a working place and overcome difficulties and communication skills training.

Students will retain their stipend during the internship/traineeship period and firms will be requested to contribute to any additional (travel) costs and retain a percentage of the best trainees as regular employees.

Work Package 2. Digital Skills Trainings

Additional to the soft skills training, SPARK is looking for a partner to deliver specialised trainings to our students. The goal of the trainings is to equip students for professional success after they graduate. Employers want to attract and retain well-qualified, ambitious professionals who not only work hard, but also help them win new projects and gain industry recognition. Therefore, the trainings should offer:

- Industry-recognized credential that helps prove students skill level and can get them hired.
- Develop student skills with sample projects and exercises that emphasize real-world applications.
- Accelerate students' professional development and help enhance their credibility and career success.

SPARK will map students' interests and partners will deliver trainings focusing on digital skills such as Microsoft Office, Social Media, Python, SAP, SPSS, Digital Marketing, Photoshop, Coding, and others.

3. Timeline, Target Groups and Area of implementation

The timeline below summarize the activities proposed by this component, as well the duration of one cycle of internships.

Work Package	Activity	Target					
			1	2	3	4	5
WP 1	Outreach to beneficiaries and companies						
	Application and selection process						
	Soft Skills Training and Career Day	150 students					
	Matching interns with companies						
	Internship and job activity	25 students					
WP 2	Digital Skills Trainings	150 students					

4. Proposal Checklist

1. Brief description of the expertise/portfolio of the applying partner and selected trainers in the field of training.
2. Detailing why the applicant is a good candidate for this partnership based on programme design as indicated in this call and qualifications of the trainer.
3. ANNEX I Detailed implementation plan;
4. ANNEX II Budget breakdown (a.o. covering activities)
5. Annex III Integrated reporting and communications plan

5. Proposal Data Sheet

Ref.	Data	Specific Instructions / Requirements
1	Language of the Bid	English
2	Submitting Bids for Parts or sub-parts of the Schedule of Requirements (partial bids)	Allowed
3	Bid Validity Period	3 months
4	Currency of Bid	United States Dollar
5	Deadline for submitting requests for clarifications/ questions	4 days before the submission deadline
6	Contact Details for submitting clarifications/questions	E-mail address: a.sleiman@spark-online.org
7	Manner of Disseminating Supplemental Information to the ITB and responses/clarifications to queries	Direct communication to prospective Proposers by email
8	Deadline for Submission	29/02/2020
9	Allowable Manner of Submitting Bids	Submit online by email to a.sleiman@spark-online.org Using Title: Economic Empowerment + the work package number. For instance: <i>Economic Empowerment WP1</i>
10	Bid Submission Address	Bchara el Khoury Berytech building, 4th floor Beirut, Lebanon

11	Date, time for the opening of bid	10 days after deadline submission
12	Evaluation Method for the Award of Contract	Technical responsiveness Qualification of partner and trainers. Lowest priced in relevance with the requirements
13	Expected date for commencement of Contract	01 April 2020
14	Maximum expected duration of contract	Based on activity
15	Spark will award the contract to:	two partners
16	Type of Contract	Partnership Agreement
17	Spark's Contract Terms and Conditions that will apply	Simplified tendering