

1. Introduction

Amel Association International (Amel) was created in 1979, in Lebanon. Amel works through 32 centers, 6 mobile medical units, 2 mobile education units and 1 protection unit since more than 4 decades in the poorest regions of Lebanon, from Beirut and its South Suburbs to Mount Lebanon, Bekaa and South Lebanon.

Amel is offering accessible services for all in following fields: education, medical, psychosocial, professional training, rural development, child protection and human rights promotion.

2. Background

For more than one year, Lebanon has been experiencing compounded crises, resulting in increasing the vulnerability of the residents. Indeed, around 55% of the Lebanese population is living below the poverty line (World Bank, 2021) and since July 2020, the rate of the Lebanese Pound is highly unstable, considering the black-market rate, and the Lebanese Lira faced over 450% devaluation in one year (UNICEF, 2020). In addition, the COVID 19 pandemic has affected the livelihood conditions of refugees and Lebanese host communities.

This project aims to address the dire socio-economic situation faced by vulnerable youths in Lebanon. In addition to the current economic, financial and humanitarian crisis the country is facing since 2019, the limited number of jobs created by the Lebanese economy has several rooted causes: the lack of relevant skills among the youths, a training and university curricula offer not adapted to the needs of the local labor market.

The main objective of this project is to increase the employability of vulnerable youths in BML and South Lebanon.

The two outcomes of the project are:

- Vulnerable youth in BML and South Lebanon are better equipped to access higher education
- Vulnerable youth in BML and South Lebanon have increased employability skills

The TORs for this assignment will focus on the second outcome.

3. Scope of Work

The assignment's goal is to assist nine groups of around ten youths in developing a business and marketing plan. The consultant will conduct quarterly workshops for the youths (two to three groups) starting November 2022.

Deliverables and timeline

Business and marketing plan for **9 initiatives** suggested by the youths

- Develop a curriculum and support youths in developing a business and marketing plan
- Identify business development initiatives for the 9 groups of youths

Timeline: 2 months (November 2022, December 2022 as per below Terms of Reference

4. RFQ submission

We would appreciate receiving your complete bids on or before **04/11/2022** strictly to procurement department via email: procurementdpt@amel.org.

5. Request for clarification

Only for clarifications, bidders are required to submit any request for clarification in respect of this RFQ by to Hoda Khatoun via email: livelihoodyouth@amel.org. The deadline for receipt of question is **03/11/2022**

The questions from all the suppliers would be consolidated by **Hoda Khatoun** and answered collectively. To ensure that the same level of information is conveyed equally to all participating suppliers, response to a question raised by one supplier can be shared with all the other suppliers.

6. Commercial requirements

- Please provide your detailed Commercial and Technical offers along with your execution methodology.
- Currency: Please submit your offer in USD ONLY

7. Period of validity

Your quotations should be valid and binding for at least for 30 days from the date of submission of the RFQ.

8. Qualifications of consultant

- Good understanding of the livelihood sector in Lebanon from a humanitarian and local development perspective
- Good understanding of the economic value chain trends, and interactions with the private sector
- Experience in addressing poverty alleviation for youth
- Experience in enterprise development and business plans
- Experience in training and coaching youths
- Excellent writing skills

9. Documents required

- A detailed CV, with 3 references
- Technical proposal, with the proposed approach to conduct the assessment and support to youths
- Financial offer, with the number of working days and consultant fees per day

10. Subcontracting

Under no circumstances is the service provider allowed to sub-contract any of the services quoted above without informing Amel, failure to abide by this results in immediate contract termination.

11. Confidentiality

All information shared by Amel including patient name, age, differential diagnosis and patient ID are confidential and shall not be shared with any external parties. Failure to respect patient privacy would result in immediate contract termination.

12. Terms of payment

Upon the receipt of an invoice including list of purchased supplies, description and prices, Amel would within 10 days pay the requested amounts after the validation by the finance officer and project coordinator.