

YOUNG RESEARCHERS OF SERBIA OPENS CALL FOR SUBMITTING OFFERS for gender mainstreaming - building capacities of environmental CSOs

In the period from **10/07/2020 to 28/07/2020** Young Researchers of Serbia (YRS) will be collecting offers for gender mainstreaming - building capacities of environmental CSOs during the implementation of the project: "*ECO SYSTEM - Environmental reforms supporting programme*" which is financed by Sweden.

Programme Background

Programme implementation period: 2020 – 2022

The programme objective is to enforce the reforms in the environmental sector in Serbia through more active involvement of civil society organisations (CSOs) in the implementation of EU acquis and constant cooperation of stakeholders.

- ✓ A strong focus on gender-sensitive environmental planning
- ✓ Environmental civil society organizations are main target group
- ✓ Three years of a national environmental campaign

One of the strongest components of ECO SYSTEM programme is mapping current state of gender sensitivity in environmental sector and needs assessment among environmental CSOs, build their capacities in sense of gender-sensitive environmental planning, as well as promoting contribution and role of women in environmental sector.

During 2021 and 2022 grants will be given to environmental CSOs.

TERMS OF REFERENCES (TOR)

Open positions: Team of 2 gender experts

Location: Republic of Serbia

Language and work mode: Serbian language for the material, seminars, communication with YRS team and representatives of CSOs, English and Serbian language for the reporting.

Duration: August 2020 – December 2022

Context: Project will include several phases of implementation of gender mainstreaming through its three-year course:

- Phase 1: Mapping of the current state of gender situation and needs assessment;
- Phase 2: Educational programme for the representatives of the networks of environmental organizations in Serbia;
- Phase 3: Development of the award criteria for gender mainstreaming and indicators of success;
- Phase 4: Mentoring and monitoring of the grantees;
- Phase 5: Evaluation and impact assessment of the implemented programmes.

Phase 1: Mapping of the current state of gender situation and needs assessment – I year

Task: Assessment and analysis of gender equality in organizations of environmental networks in Serbia and proposal for measures to improve gender equality and women's empowerment in the environmental sector.

- ✓ The team of two experts is expected to conduct research on needs assessment and current situation on gender equality in organizations and networks who will cooperate with YRS on implementing programme activities;
- ✓ Identify key gender issues and concerns organization and networks are facing in their daily work;
- ✓ Prepare the summary of good practices for dealing with gender issues, which are to be used in development of training sessions which are to be implemented in second phase of the program for 2020;
- ✓ Prepare publication on the current state of gender issues in the environmental movement called "Gender mainstreaming in Environmental Movement in Serbia".

DELIVERABLE	WORKING DAYS/DEADLINE	LANGUAGE
<u>Gender analysis that includes:</u> summary of the conduct research identified key gender issues and concerns, good practices for dealing with gender issues.	7 working days (until 30/09/2020)	Serbian and English
<u>Draft for publication on current state on</u> gender issues in the environmental movement called "Gender mainstreaming in the Environmental Movement in Serbia".	8 working days (until 30/11/2020)	Serbian
<u>Final version for publication</u> on the current state of gender issues in the environmental movement called "Gender mainstreaming in the Environmental Movement in Serbia".	4 working days (until 30/12/2020)	Serbian

Note: Gender Analysis (up to 15 pages in both languages)

Additional info: Development of the publication "Gender mainstreaming in Environmental Movement in Serbia" should include following:

- ✓ Supporting framing of the whole material into the educational/promotional brochure to be used by the implementation partners in the second and third year of the project;
- ✓ Presenting the overview of the current situation of gender mainstreaming and drawing the picture of the problems environmental movement is facing in Serbia;
- ✓ Collecting stories and sharing good practices implemented by the partners so far;
- ✓ Presenting examples of good practices of gender mainstreaming conducted in EU countries.

Phase 2: Educational programme of the representatives of the networks of environmental organizations in Serbia – 1 year

Task: Preparation and conduction of training sessions for implementation partners and recommendation of further capacity building activities:

- ✓ Develop program for 4 training sessions for implementation partners and conduct them in cooperation with YRS;
- ✓ Conduct 4 training sessions*. One training session lasts 3 days;
- ✓ Support framing of the whole material into user friendly guidebook containing good practices and activities supporting implementation of gender mainstreaming into partner's activities;
- ✓ Further advice to implementation partners on how to address gender gap in the programs they would develop for the second and third year of the project;
- ✓ Further advice to implementation partners how to mainstream gender equality in their projects and day-to-day activities.

****Note: in case of extension of current epidemic situation experts should be ready to adapt their module for online sessions***

DELIVERABLE	WORKING DAYS/DEADLINE	LANGUAGE
<u>Educational module for 3 days long training sessions – draft.</u>	4 working days (until 30/08/2020)	Serbian
<u>Educational module for 3 days long training sessions – final.</u>	1 working day (until 10/09/2020)	Serbian
<u>Conducted 4 training sessions (live or online).</u>	14 working days (until 01/12/2020)	Serbian

Phase 3: Development of the award criteria for gender mainstreaming and indicators of success – 1 year

Task: Developing guidelines for gender mainstreaming in grant forwarding methodology.

- ✓ Create joint gender mainstreaming strategy based on local experiences of the environmental CSOs;
- ✓ Consultations with YRS regarding gender mainstreaming in grant forwarding methodology.

DELIVERABLE	WORKING DAYS/DEADLINE	LANGUAGE
<u>Gender mainstreaming strategy for CSOs.</u>	3 working days (until 31/12/2020)	Serbian
<u>Draft version of award criteria for gender mainstreaming and indicators of success</u>	2 working days (until 20/10/2020)	Serbian and English

Final version of award criteria for gender mainstreaming and indicators of success	1 working day (until 30/10/2020)	Serbian and English
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Phase 4: Mentoring and monitoring of the grantees – II and III year

Task: Mentoring and consulting CSO grants in second and third year of the project implementation.

- ✓ Support of the implementation partners through mentoring and consulting sessions;
- ✓ Monitoring implementation of gender related activities.

DELIVERABLE	WORKING DAYS/DEADLINE	LANGUAGE
Monitoring report of the grantees	10 working days per year	Serbian

Phase 5: Evaluation and impact assessment of the implemented programmes – II and III year

Task: Evaluation and impact assessment of the implemented activities on gender mainstreaming

- ✓ Prepare evaluation and impact assessment of the implemented programmes;
- ✓ Develop and conduct 4 evaluation meetings* with CSO grants. One meeting is 1 day;
- ✓ Present results to the YRS team;
- ✓ Prepare report regarding work done.

DELIVERABLE	WORKING DAYS/DEADLINE	LANGUAGE
<u>Module for 4 days evaluation meetings – draft.</u>	1 working day per year	Serbian
<u>Module for 4 days evaluation meetings – final.</u>	1 working day per year	Serbian
<u>Conducted 4 evaluation meetings (live or online).</u>	4 working days per year	Serbian
<u>Delivered report on work done.</u>	3 working days per year	Serbian and English

****Note: in case of extension of current epidemic situation experts should be ready to adapt their module for online sessions***

Profile of the experts:

1. Both candidates should have at least 5 years of experience in non-formal education and implementation of training sessions for groups of 20+ participants;
2. Both candidates should have previous experience with social science research, and gender analysis;
3. Both candidates should have professional contacts with local, national and international feminist and women's organizations, especially ecofeminist organizations and networks;
4. At least one of the candidates should have formal education in gender studies and social sciences, preferably political sciences, law, sociology or anthropology;
5. Both candidates should have previous experience in developing intersectional educational approach combining gender and environmental protection;
6. Both candidates should be fluent in English and Serbian;
7. Preference will be given to the candidates who are applying as a team of two and who have been working together before.

APPLYING PROCEDURE

The offer must contain the following elements:

- Biography
- Distribution of the engagement of experts by tasks and expression of price offer per pay per expert. Templates for experts are part of this call.

Note: Price offer per working day is expressed in EUR (including taxes). For the purpose of payments set amount will be calculated in RSD at exchange rate defined by the commercial bank on the day of the foreign currency sale. In case the bidder is an agency, the offer must be signed by the bidder and be on memorandum. In case the bidder is a natural person, the offer must be signed.

Submission of the offer and deadline:

- The bidder is responsible for providing a complete offer, in accordance with all requirements stated in this call;
- The bidder may submit only one offer;
- The offer and following documentation shall be submitted in writing, by post, with the note "Offer for procurement within the project Eco system" and "Do not open before the official opening by the Committee for the selection of bidders" on the front of the envelope;
- On the back of the envelope it is necessary to indicate: name, address and contact of the bidder;
- The contact person regarding this procurement is Tijana Ljubenović, tijana@mis.org.rs, all questions regarding the procurement can be asked only in writing.

Deadline for receiving tender's documentation is 28 July 2020 till 4:00 PM to the following address:

Mladi istraživači Srbije (Tijana Ljubenović)
Bulevar umetnosti 27
11150 Beograd

Payment procedure and budget:

Payment dynamics will be defined in the contract made with the chosen bidder.

The maximum amount for this procurement is following: I year - 14.080,00 EUR equivalent to RSD, II year – 6.080,00 EUR equivalent to RSD, II year - 6.080,00 EUR equivalent to RSD

Evaluation of received offers:

The evaluation will be conducted in accordance with the procurement rules prescribed by the donor in the document "Procurement provisions for use by Non-Governmental Organizations (NGOs) in the context of the Sida-financed Project / Core Activities (Sida's Procurement Provisions)".

The offer will be evaluated by the committee for the selection of bidders.

The Committee will determine in advance whether the offer meets all the conditions described in the call. Incomplete and untimely offers will not be considered.

Only offer which contains all the required information and asked documentation, can be evaluated.

After collecting all the received offers, the most favourable bidder will be selected according to the criteria “**best price-quality ratio**” with the fulfilment of all the stated conditions from the invitation.

The offer will be evaluated with points ranging from 0 to 100 (where 100 represent the highest possible number of points) according to the criteria in the table below.

Criteria	Points
<ul style="list-style-type: none"> • Price – lowest price <u>30 points</u>, • 5 years of experience in non-formal education and implementation of training sessions for groups of 20+ participants per experts - <u>20 points</u> • Social science research, and gender analysis - <u>10 points</u> • Professional contacts with local, national and international feminist and women`s organizations, especially ecofeminist organizations and networks - <u>10 points</u> Formal education in gender studies and social sciences, preferably political sciences, law, sociology or anthropology – <u>20 points</u> • Experience in developing intersectional educational approach combining gender and environmental protection - <u>10 points</u> 	100

After the final decision on the chosen service provider, all bidders will be informed about the decision by e-mail, in period of 3 days after the decision has been made.

In Belgrade,

10 July 2020

Tijana Ljubenočić

Eco system programme coordinator

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