Request for Proposal (RfP)

The current Request for Proposal (RfP) is developed for the identification and selection of a local consultant or company to conduct a detailed analysis and **mapping of the existing knowledge centres, knowledge hubs, or other relevant organizations or set-ups** that provide transfer of knowledge, learning as well as space for collaboration, exchange, and innovation among different stakeholders. Furthermore, the consultant or company should provide a **mapping of relevant actors engaging in the aforementioned networks.** This mapping exercise is within the frame of the RECONOMY program (hereinafter RECONOMY) – a regional inclusive, digital, and green economic development program in the Eastern Partnership (EaP) and the Western Balkans (WB) countries.

1. About the RECONOMY Program

The Swedish International Development Cooperation Agency (Sida) has a long-standing commitment to the growth and prosperity of the Eastern Partnership and the Western Balkans. As part of this commitment, Sida has partnered with HELVETAS Swiss Intercooperation for implementing RECONOMY program.

The overarching objective of the RECONOMY program is to enable women and young men, including the most disadvantaged and excluded groups, to benefit from economic opportunities by increasing their income and taking up decent employment/self-employment. The RECONOMY program has a four-year-long Main Phase, which started in January 2023 and will last till the end of December 2026.

The impact hypothesis of the RECONOMY program is the **generation of better income and decent/green jobs for women and young men, including disadvantaged and excluded groups, inclusively and sustainably** as a result of:

- **Improved competencies of the workforce**, either to join private sector enterprises (employment) or start their economic initiatives (self-employment);
- **Relevant and quality business and technology services** for increased investment and growth of private sector enterprises; and
- **Enhanced industry or a firm-specific enabling environment for private sector enterprises**, to do business in a better way and increase their efficiency by utilizing the opportunities of green and digital transformation.

The market systems development (MSD) approach guides the implementation of the RECONOMY program. Central to the application of the MSD approach will be working through a variety of market actors (both public and private) and supporting behavioral changes which will lead to long-term improvements in their performance, ultimately benefitting the target groups. The program plays a facilitative role in this process, acting as an agent stimulating improvements in the way in which market actors within the system perform their functions.

2. OBJECTIVE

The objective of this assignment is:

- To conduct the Mapping of existing and potential Knowledge Centres/Hubs in the following EaP countries: Armenia, Azerbaijan, Georgia, Moldova, and Ukraine. These knowledge Centres/Hubs that provide information for the following sectors:
  - Textile and Apparel
  - Energy Efficiency
  - Information and Communication Technologies/ Digitalisation
- To identify potential members/participants of these Knowledge Centres/Hubs that will show interest in being engaged and contributing to the future of the network.

3. OUTPUTS

The expected outputs from the assignment are:

1. Develop a detailed research methodology and relevant questions to be asked during research

2. Report on the regional mapping research on existing structures that act as knowledge centres/hubs and potential actors, and detailed recommendations based the findings, and the ways forward.

4. SCOPE AND METHOD OF WORK

The Mapping exercise should use mixed methods research, such as desk reviews, key informant in-depth qualitative interviews, observation, online meeting with stakeholders, market actors, beneficiaries, etc. The consultant, in collaboration with the PFU, is expected to select the best feasible model for the collection of data and analysis.

Questionnaires will follow a set of questions defined in consultation with the PFU and based on the Theory of Change of RECONOMY (clarification on the ToC will be provided to the successful candidate). Questionnaires should also include some selected questions to understand the "Current" situation and setup. Where applicable, the RECONOMY team may use surveyed information as a baseline for the work. In cases where information can not be obtained through direct methods

The scope of work for this project will include the following:

a) Desk Research (information collection and analysis).
b) Interviews: the consultant will have a briefing with the PFU at the beginning of the Mapping Research. The prime point of contact will be the KML Manager. The consultant, as deemed necessary, will conduct semi-structured interviews with the identified interviewees.
c) Analysis: Analysing the data collected to identify trends and patterns, and to develop a comprehensive report on the knowledge centres/hubs in the five EaP countries.
d) Reporting: Producing a comprehensive report on the mapping exercise, including an executive summary, detailed findings, and recommendations for future actions.

The above list of steps is not exhaustive, and the consultant may suggest other activities as deemed important for accomplishing the Mapping Research.

5. FINANCIAL PROPOSAL

The estimated budget for the assignment is a maximum of 5,000 CHF and the duration for the assignment is from 1 May 2023 to 19 May 2023. Potential travels and other logistical expenses will be an addition to the above-mentioned amount and will be discussed as (and if) they occur.

6. TIMELINE

- RfP publishing date: **20-Mar-23**
- Application submission deadline: **21-Apr-23**
- Submission: Application should be submitted to Helvetas Eastern Europe easterneurope@helvetas.org
- Submission requirements:
  - Short assignment proposal (no standard template)
  - CV and proof of previous experience of consultant(s)
  - Financial proposal – budget not to exceed 5000 CHF (no standard template)
- Applications will be evaluated by the RECONOMY's procurement committee and the applicant can expect to receive a decision on their proposal by **27-Apr-23**. RECONOMY reserves the right to include an exchange or test of capabilities as part of the evaluation if needed to conclude this RfP.