

REQUEST FOR CONSULTANCY SERVICES
Service Contract (SC)
Market assessment in Dibra Region

Project Unit: RisiAlbania – Partner for Growth
Sector: Agribusiness
Location: Dibra
Estimated duration: 1 month (July – August 2018)
Deadline to submit Application: 19th July 2018

1. Background of RisiAlbania project

The RisiAlbania Project is funded by the Swiss Agency for Development and Cooperation (SDC) and implemented by a consortium consisting of HELVETAS Swiss Intercooperation and Partners Albania. The overall goal of the project is to contribute to an increase in employment opportunities for young women and men (age 15-29) in Albania. This goal will be achieved through:

- (i) enhanced growth and job creation by the private sector in three selected subsectors agro business, tourism, and ICT (labor demand),
- (ii) improved access to job opportunities and labor market information and services (intermediation), and
- (iii) improved skills of young people by improving the offer of private training providers in the three selected sectors (labour supply).

In the **agribusiness** sector, Risi interventions aim to create jobs and increase investments in the fruits and vegetable sector, and on the Medicinal and Aromatic Plants (MAPs) sector. In the **tourism** sector, one of Risi's objectives is to increase the level of awareness and capacity of rural individuals and businesses for engaging in agro-tourism activities. In the **skills** sector, the project aims to stimulate the provision of non-formal skills training to ensure young people of skills they need for employment. One of the project's geographical sectors of focus is Dibra.

2. Objective of the assignment

RisiAlbania is looking to engage the services of an individual or a firm ("the Consultant") to perform a market assessment study in Dibra Region for Agribusiness. This study is intended to be a practical input for RisiAlbania for intervention design and implementation purposes. The focus of the study will be socio-economic situation and perspectives in Agribusiness.

3. Expected outputs

The consultant(s) is/are expected to deliver the following output by the end of their mission:

Provide a market assessment report which gives answer to the following research questions:

- i. What are professional perspectives of young women and men (15- 29) years in the primary agriculture sector in Dibra region?
- ii. What are comparative advantages of Dibra- based agricultural products and services on national and international (e.g. Macedonian) markets)
- iii. What institutions (state, private, national and international NGO's) are supporting the qualification young person, respectively the mediation between offer and demand?
- iv. Level of participation of women in the sector, quality of jobs and specific roles they perform within the value chain.

The Analysis should be disaggregated by gender, direct and indirect impact.

The Consultant will focus on potential areas with strong potential for employment generation for young women and men (aged 15-29 years).

4. Deliverables

- Desk research showing market trends and constraints to the agribusiness and agro tourism sectors in Dibra.
- Minutes from meetings with key actors from the sector and subsectors in Dibra region, following a list of potential actors to interview agreed with Risi.
- List of potential actors, (including their business capacities; employees (disaggregated by gender); their approach towards Gender & Social Inclusion seen from a business point of view.
- A final report outlining findings from the market research and analysis, in the format specified below.

The consultant will provide a report, that will not be longer than 30 pages (excluding annexes) and include the following:

- Background of the problem
- Literature review and conceptual framework
- A justification and explanations of the methodology used
- Findings from the research disaggregated by gender
- Conclusions and recommendations
- In annex: Questionnaire, list of businesses or individuals interviewed, information, contacts place and date of interview.

The Consultant will present the findings and recommendations in a de-briefing workshop with RisiAlbania.

5. Management and reporting

For the duration of the contract, the Consultant will report to Gramos Osmani, the Agribusiness Intervention Manager (IM). The IM may accompany the Consultant in several meetings with stakeholders and will be kept informed during the research process. The Consultant will work closely with the IM and periodically meet according to a monitoring and reporting plan which will be agreed upon during inception meeting.

The scope of the work of the Consultant does not foresee using the premises of the project, but does not exclude the possibility when the need arises. In addition to the expected reports, the Consultant should provide weekly notes to the IM with a progress report (to be further elaborated together) on the planned activities and a final debriefing power point presentation of the findings. Risi Albania will share with the Consultant all available reports and other secondary data on the agribusiness, tourism and skills sectors.

6. Submission of the proposals

We expect proposals to be submitted in English or Albanian (English preferred) in 1 hard copy and 1 electronic copy (on USB stick or CD) in closed and stamped envelope to the address given below, by **July 19th, 2018, at 17.00 o'clock**. Only proposals handed in within the indicated timeline will be considered.

RisiAlbania,

Rr. Ismail Qemali, P.18, H.3, Ap.15,

Tirana, Albania

Tel.: +355 4 2248527

For any questions you might have related the application, please, write by email: info@risialbania.al within **July 19th, 2018**.

7. Documents to be included in the offer submission

a) Technical proposal,

Describe briefly	
The reasons why you are the best candidate to successfully fulfil the service requested	Free format, up to 2 pages
The methodology you will follow to successfully fulfil the service or activities requested, specifying how your suggested team will complete all activities. The use of a work plan detailing activities is encouraged.	Free format, up to 3 pages

b) Financial proposal (free format)

The proposed fee shall include all the taxes.

c) Latest CV of the consultants that will deliver the assignment,

d) **Annexes:** proof of previous experience (if possible) and contacts of the respective references

8. Selection Process

The selection of the Consultant will be evaluated based on a cumulative analysis of the fulfilment of the evaluation criteria. The contract will be awarded to the Consultant getting the best technical-economic combination based on the evaluation criteria below:

Evaluation Criteria	Maximum points
Proven experience in researching similar areas would be an advantage	20
Financial Offer	30
Quality of planning, methodology and activities suggested for completing the service.	30
Previous work demonstrating the analytical skills (gender and social equity analytical skills are an added advantage)	20
Total	100%