

REQUEST FOR CONSULTANCY SERVICES
Service Contract (SC)

“Research on job-multipliers for agribusiness, tourism and ICT/BPO sectors in Albania”

Project Unit: RisiAlbania – Partner for Growth
Funded by: Swiss Agency for Development and Cooperation SDC
Implemented by: HELVETAS Swiss Intercooperation and Partners Albania
Location: Home based
Estimated duration: 20 August – 27 October, 2017

Deadline to submit Application: 13 August 2017

Interested candidate / team of candidates should send their CV and a copy of the documents required in the following e-mail address: astefanllari@risialbania.al

1. Background

The **RisiAlbania** Project is the Swiss Agency for Development and Cooperation SDC funded project and implemented by the consortium consisting of HELVETAS Swiss Inter-cooperation and Partners Albania (PA). After an inception phase, starting in March 2013, the programme commenced with the implementation phase in November 2013 with duration of 4 years. A second 4-year phase is expected to start in November 2017. The overall goal of the project during phase I is to improve access to employment opportunities for young Albanian men and women aged 15-29. Using a Market Systems Development (MSD) approach, this is done through two main outcomes: 1) job creation by the private sector through business growth and 2) improved labour market information and intermediation services.

The overall strategic framework which guides RisiAlbania in all its partnerships and actions is informed by development initiatives with principles and frameworks which support them in achieving large-scale and sustainable impact in targeted market systems. While RisiAlbania can catalyse change processes, it will utilize a facilitative approach (putting local partners in the lead) which emphasizes local ownership of change processes.

During Phase 1, Risi supported the sectors of agro-processing, tourism and ICT leading to creation of more than 1000 direct jobs. Risi worked in ICT sector has included two main subsectors: Software (programming, integration, applications), and Business Process Outsourcing (Call Centers, financial analysis, data entry, localization, human resources, etc.). While Risi has traced the number of direct jobs, there are no studies or data exist in Albania about jobs multiplier for indirect jobs, and it cannot report on the indirect jobs created as a result of its support.

2. Objective(s) of the consultancy

RisiAlbania intends to have an estimate on indirect jobs created in agribusiness, tourism and ICT sectors as a result of its work, as well as to be able to report on this indicator in the future during Phase 2 of the project. The objective of the consultancy is to develop a job multiplier for each of the three target sectors that are based on international research but also reflect the Albanian context to ensure that they are as realistic as possible and based on practice. RisiAlbania will use the job multiplier to estimate the impact in indirect jobs in these subsectors for its reporting purposes.

3. Expected Outputs

- Conduct a review of existing job multipliers applied in agribusiness, tourism and IT/BPO sectors in international research literature;
- Review methodologies for developing job multipliers for measuring impact of indirect jobs and income;
- Review secondary data on the target sectors in Albania;
- Interview local companies from target sectors to assess linkages to indirect jobs in all relevant sectors;
- Select adequate methodology for designing job multipliers in local context;
- Develop a job multiplier for indirect jobs for each of the three target sectors in Albania.

4. Deliverables

Following the research and consultation process, the Consultant /s will provide an analytic report elaborating the issues mentioned above within 27 October, 2017. The Consultant /s will be introduced to Risi activities and to stakeholders from the three target sectors, which will be included during the research and reporting process.

5. Consultancy profile

- In-depth knowledge of theories on economics and employment.
- Considerable experience in conducting economic research in Albania in areas of employment, private sector growth, SMEs, is an advantage.
- Excellent communication in English, both in speaking and writing.
- Strong analytical skills (qualitative and quantitative)
- Fully available during the timeframe of this research.
- Familiarity with RisiAlbania's strategy and methodologies.

6. Management and Reporting

- a. The responsible body representing RisiAlbania is the PM of the project but the Intervention Manager (IM) will be the managing partner.
- b. 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.
- c. Besides the expected reports mentioned in point 3 of these ToRs, the consultant is expected to

weekly communicate online with the IM informing, updating on timetable of next activities and when possible coordinating joint ones. IM decides and informs the consultants accordingly for activities that would like to join. In addition IM could also make unplanned visit to the consultants' agenda for monitoring purposes.

- d. Debriefing meeting about the findings in power point presentation.
- e. Consolidated version of the report ready for publication.

7. Documents to be included in the offer submission

a. Technical proposal

Describe briefly:	
The research methodology and research plan you would use to successfully fulfil the service or activities requested	Free format, up to 3 pages

b. Financial proposal (free format)

The proposed fee shall include all the taxes.

c. Latest CV of service provider, documentation of relevant previous experience (if possible) and contacts of the respective references.

8. Candidate /s assessment and selection

The selection of the service providers¹ will be evaluated based on a cumulative analysis of the fulfillment of the evaluation criteria. The contract will be awarded to the service provider providing the best technical and financial offer based on the evaluation criteria below:

Evaluation Criteria	Maximum score per requirement
In-depth knowledge of theories of economics and employment.	20%
Considerable experience in conducting economic research in Albania in areas of employment, private sector growth, SMEs.	20%
Quality of research methodology and research plan.	20%
Competitive pricing	20%
Expertise of the service provide team	10%
Familiarity with RisiAlbania's strategy and methodologies	10%
Total	100%

¹ Because the research is considered as highly demanding for a single consultant, we strongly encourage applications from a team (company or group of consultants) that together have the skills and experience needed for this task.