

## Request for Offers

### *Social and Behavioural Change Communication Toolkit for Explosive Ordnance Risk Education*

The GICHD is committed to creating an inclusive working environment, providing equal opportunities and ensuring that no prospective consultant feels discriminated against on the basis of their origin, race, gender identity or expression, age, language, social position, way of life, religious, ideological or political convictions, disability status, sexual orientation, marital status, pregnancy, familial status, or nationality.

If you require the content of this request for offers in an alternative format, please contact [consultants@gichd.org](mailto:consultants@gichd.org) and we will do our best to arrange it for you.

## Introduction

The Geneva International Centre for Humanitarian Demining (GICHD) is pleased to invite consultants to submit a quotation for the provision of the description of the goods or the services described below as per requirements set out in this request for offers.

**Reference number:** RFO/2022/LAR/01

**Project number:** 97006

**Posting date:** 3 June 2022

**Deadline for submission of the Request for Quotation form:** 29 June 2022, 00:00 Geneva Time.

**Country of deployment:** Switzerland

**Currency:** The quotation shall be presented in Swiss Francs (CHF)

**Language:** The quotation shall be submitted in English

**Submit to:** [consultants@gichd.org](mailto:consultants@gichd.org)

## Scope of work

Explosive ordnance risk education (EORE) is a vital component of risk reduction approaches for the protection of lives during and after conflict. Behaviour change approaches to EORE seek to achieve a deeper impact by focusing on addressing and leveraging social norms, clearly defining and understanding the target audience through participatory processes and implementing a multi-faceted communication strategy. While such a process can take time to

develop and scale up, behaviour change approaches have strong potential to improve the effectiveness and efficiency of EORE.

The GICHD is seeking to engage an expert(s) in behaviour change and training to develop a Social and Behavioural Change Communication (SBCC) Toolkit for EORE. In particular, the consultant will be responsible for:

- Designing a multi-day **training curriculum** on SBCC and EORE for risk education practitioners, including developing training content, methodologies and exercises and drafting facilitation instructions and handouts (see examples from other sectors [here](#) and [here](#));
- Identifying at least 12 **practical exercises** for participatively engaging affected communities throughout the EORE project cycle, and drafting short summaries of the exercises including facilitation instructions and tips;
- Identifying and drafting at least 5 relevant **case studies**, from both the mine action and wider humanitarian/protection sectors;
- Providing regular updates to the GICHD and adapting content based on GICHD internal feedback; and
- Engaging external stakeholders in a meaningful way throughout the process to ensure the toolkit is representative of good practice in SBCC and EORE.

Overall, the toolkit must be practical and straightforward for EORE practitioners to put into action, as well as in line with international standards.

At the project inception, the GICHD EORE team will provide the consultant(s) with a package of materials that can be drawn on. While the selected consultant(s) will be able to draw on the GICHD's internal EORE expertise for guidance and technical inputs, s/he will be expected to operate autonomously and drive the project forward, meeting agreed milestones.

The prospective bidder(s) will be required to have the following qualifications and skills:

- Demonstrated experience with training design and participatory methodologies;
- Successful proven track record designing SBCC strategies, training, approaches and/or methodologies;
- Fluency in English with strong writing skills, including an ability to convey complex subject matter in easy-to-understand language;
- Familiarity with EORE is desirable;
- Excellent interpersonal communication skills.

## Delivery dates of the services

The final deliverables for this project shall be delivered by 1<sup>st</sup> December 2022. The exact timeline, including interim milestones, will be agreed in consultation with the GICHD but will roughly span from the 3<sup>rd</sup> to 4<sup>th</sup> quarters of 2022.

## Estimated work days to deliver the services

50-60 days
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**The consultant shall provide a coherent, organised and clear proposal in response to the request.**

## **Project resources**

**Name of the company:** ADD NAME

**Name of individual:** ADD NAME OF INDIVIDUAL

**Address:** ADD ADDRESS

## **Proposals**

Consultant: ADD QUALITATIVE NARRATIVE ON HOW TO UNDERTAKE THE WORK OR DELIVER THE SPECIFIED GOODS OR SERVICES

## **Availability**

Consultant: ADD TEXT TO CONFIRM CAPACITY TO DELIVER THE SPECIFIC GOODS AND SERVICES WITHIN THE REQUIRED TIME LINE

## **Pricing**

Equipment such as laptops with word processing software are not covered by the GICHD and should be included in the consultant services at no extra cost.

<b>Services</b>	<b>Days/Units</b>	<b>Rate in CHF</b>	<b>Total</b>
<b>Fees</b>			
Daily fees			
<b>Professional costs (estimates)</b>			
Transportation costs			
Accommodation			
<b>Other costs (estimates)</b>			
Purchase of equipment, VAT, etc.			
<b>Total</b>			