



ECHO/-ME/BUD/2011/01041

Psychosocial and nutritional support to preschool-age children and their siblings in Gaza Strip (Phase 2)

**Call for proposal to undertake an impact study under the action
“Psychosocial and nutritional support to preschool-age children and their siblings in Gaza Strip, Phase 2”
(ECHO/-ME/BUD/2010/01041), managed by Terre des homes Italia and funded by ECHO European
Commission Humanitarian Aid & Civil Protection Department**

First published on the 26th March- Modified on the 8th of April 2011 and on the 14th of April 2011

1. Background and Main Information

Terre des hommes Italia, in partnership with the Palestinian Medical Relief Society (PMRS) – Gaza Branch, is implementing an intervention funded by the European Commission Humanitarian Aid & Civil Protection Department (ECHO) titled: ***Psychosocial and nutritional support to preschool-age children and their siblings in Gaza Strip, Phase 2 (ECHO/-ME/BUD/2010/01041)***

The Area of intervention

Occupied Palestinian territory, Gaza Strip,

Eastern Areas of Khan Younis Governorate: Abassan Al Zanna, Abassan Al Kabira, Abassan Al Jadida, Bany Sohaila, Abu Taema, Al Khoza'a, Ka'a Al Grain, Al Aml Neighbourhood, Al Kateba Neighbourhood; Western Areas Of Rafah City: Al Gharbia, Mawasi Rafah, Tal El Sultan, Rafah Khairiya Swidiya, Canada, Al Brazil, Khirbt Al Ads, Rafah Al Gharbia, Al Tanoor.

Start – end date of the Action: 1st August 2010 – 30th June 2011

Duration of the Action: 11 months

The number of Beneficiaries 13,255

Principal Objective Support children overall wellbeing improving their psychosocial environment and containing the deterioration of the nutritional status in the Gaza Strip.

The Specific Objective: Enhance the overall wellbeing of children <5 in Southern Gaza Strip by improving the psychosocial abilities of their caregivers and children's nutritional status

Expected Results of the Operation:

1. Caregivers' caring skills and competencies are increased
2. Children in targeted KGs improved self-confidence and relations with peers and caregivers.
3. Children beneficiaries who received appropriate iron and vitamins supplementation improved their Hb value and their nutritional status
4. Families of children undergoing treatment improved nutritional habits thanks to home-based nutritional counselling and awareness sessions

2. Purpose of the Impact Study

The action intends to contribute to enhance the well being of vulnerable 6 to 59 months children in Rafah and Khan Younis Governorates (Southern Gaza Strip) through a combined and holistic approach which addresses both their psychosocial needs and the nutritional deficiencies they suffer from. The strategy adopted by the project involves equipping children's caregivers with resources and tools enabling them to identify and understand children's needs, while promoting positive behavioural changes through group awareness sessions and home visits. The action includes PSS-Nut awareness activities coupled with a nutritional component that includes micronutrients supplementation and the monitoring of the overall health status of the children.



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An additional component of the project consists in limited rehabilitations of the target Kindergartens in order to improve the environment where children have the first educational, developmental and social experience of their early life. Provision of KGs in need with adequate equipment is also envisaged.

The ongoing action is the second phase of a similar action implemented in 2009-2010 in the same area, built and developed on the basis of the lessons learnt during the previous phase; first among them being the need of strengthening the capacity of the partner in the PSS field in order to enhance the sustainability of the intervention.

The main purpose of the requested impact study is to assess the effectiveness and impact of the combined approach (nutritional and psychosocial) and its added value toward the beneficiaries' wellbeing with respect to the project's goal and specific objective. The Consultant's analysis shall encompass both phase 1 and 2 of the project in order to evaluate their impact towards the end of phase 2.

The requested impact study should include major remarks on:

- a. Effectiveness and impact of the multi-sector approach used during phase 1 and 2 of the project, including:
 - i. results obtained at the end of the ongoing project (phase 2) in comparison with those achieved in phase 1 of the project;
 - ii. impact of the activities on the beneficiaries supported during phase 1 and 2 of the action;¹
 - iii. added value of the combined approach during the two phases (considering that some beneficiaries participated into phase 1 and 2 of activities and some only into phase 2²).
- b. Evaluation of the progresses achieved by the project in respect to the Capacity Development of the local partner (Palestinian Medical Relief Society) also in light of the Phase 1 External evaluation's recommendation.
- c. Main reasons for success and failures.
- d. Conclusions (including lessons learnt and recommendations meant to contribute to the design of future similar actions).

Due to the short term nature of the intervention, the impact study is to take place at the end of the project and to be finalized in the second half of the month of June 2011.

3. Expected outputs of the consultancy

At the end of the assignment the Consultant is expected to produce an in depth study, in English language, where the value of the combined PSS-Nutritional approach adopted by the project is assessed.

The main paragraphs of the Study should include (*cf.* above paragraph 2):

- An executive summary
- Methodology used
- Major remarks on the effectiveness, impact of the project with special focus on the combined and holistic approach adopted (see above 2.a.)
- Main reasons for success and failures.
- Conclusions (including lessons learnt and recommendations meant to contribute to the design of future similar actions)

¹ During Phase 2 (ongoing) part of the beneficiaries targeted in the project phase 1 were followed up with a set of Psychosocial and Nutritional ad hoc activities.

² Data on different groups are duly explained and reported in the supporting documents that the invited Consultants will receive in order to elaborate the full proposal.

The Psychosocial and nutritional reports and databases analyses different control groups allowing extensive comparisons of different beneficiaries' categories.



Both the positive and, in case, negative effects of the project's implementation should be identified and highlighted with respect to:

- The project's beneficiaries (children enrolled in the target KGs, their siblings under 5 and their caregivers, the target KGs as educational institutions).
- The project's main institutional stakeholders (Ministry of Education, Ministry of Health) and NSA (Can'an Institute for New Pedagogy).
- The project's local implementing partner, the Palestinian Medical Relief Society.
- The communities neighbouring the target KGs.
- The larger NGOs and international Organizations community operating in the same sector (e.g. relevant Cluster organization members).

4. Eligible applicants:

- Consultants (single, team, society) with 3+ years of experience in external or impact evaluation or study of humanitarian actions.
- Experiences in similar field of activities (MHPSS or Health, Nutrition or both) are positively evaluated.
- Given the complex situation in oPt and especially in Gaza, previous experience in the area will be also positively evaluated by Tdh It for the pre-selection.

5. The consultancy's work plan and activities

Due to the short term nature of the intervention, the impact study is to take place at the end of the project and be finalized in the second half of June 2011. The field visit should take place at the beginning of the month of June 2011

The Consultant must consider that by the end of May 2011 the Kindergartens will be closed³ and the main field activities will be over. Nevertheless it will be possible to meet the beneficiaries (KG staff, families and children) within *ad hoc* meetings: e.g. focus groups⁴ organised upon request⁵ on the project areas and selected KGs.

The consultant's working plan should also include a meeting with ECHO dedicated staff either at field level (Gaza) or at Jerusalem. Tdh It will ensure coordination with ECHO in order to fix the date for this meeting.

The Consultant should submit a schedule of activities including:

- The review of the project documents
- A Field mission to the Occupied Palestinian Territories (including meetings with the main stakeholders, beneficiaries and ECHO representatives)
- Presentation of preliminary findings to the project partner: during field mission
- Submission of a Draft report for comments to the project partners on or before 30 June
- Comments by Tdh It and local partners will allow 10 calendar days.
- Submission of the final report: within 10 days from receipt of Tdh It comments

6. Honorarium And Expenses

The contracted Consultant is to provide the working plan with a detailed budget (exclusively in Euro⁶ currency), including the main headings, such as: Professional fee, per diem, material, and accommodation expenses (list not exhaustive).

Terre des hommes Italia may provide assistance or cover the Consultant's expenses - on request - for:

³ Kindergartens school year span from September to end of April/beginning of May (closing dates vary from Kindergarten to Kindergarten).

⁴ Or similar.

⁵ A calendar of meetings may be scheduled with the support of the project management once the Consultant(s) is(are) selected.

⁶ In case the Consultant wants to use other currencies the following resource might be useful for currency conversion into Euro: <http://ec.europa.eu/budget/inforeuro/>.



- return ticket to Tel Aviv;
- health and risks insurance.⁷

In this case the cost shall be deducted from the proposed financial offer. In case the Consultant will take upon such expenditures Tdh It will allow an advance payment to be agreed upon at the moment of the contract signature. Details on the above items' costs, including framework of payment, will be part of the contract to be signed with the selected consultant.

Further Tdh It will provide to the Consultant:

- transport within the Gaza Strip for the sake of implementing the tasks;
- use of the project office and available facilities to carry out the tasks.

The offer amount may not exceed a total gross amount of 15,000 Euro.

NB.

The Consultant shall take into consideration that:

- to avoid complications, it is preferable that the Consultant's(s') passport does not include visas or stamps of a number of countries; s/he (they) is (are) therefore asked to inform Tdh It about the countries' he/she (they) has (have) visited;
- entering Gaza is subject to some conditions (e.g. coordination with Israeli military Authority to be requested well in advance).

7. Accountability

The Consultant(s) will be accountable towards Terre des hommes Italia Desk Officer and, when on site, the immediate responsible will be Tdh It Country Representative, while he/she will strictly coordinate with the PM of the project.

8. The selection process:

The selection process shall include two phases:

8.1. Expression of Interest:

By the 18 of April 2011, eligible candidates (individual Consultants, teams or consultancy Firms) should express to Terre des hommes Italia their interest to participate in the selection.

Expression of interests should be sent by email to p.redaelli@tdhitaly.org; cc to palestina@tdhitaly.org, enabling reading confirmation, with the following object: Impact study project ECHO/-ME/BUD/2010/01041

Applicants should include in their email basic information and their CVs (or equivalent documents) and at least one supporting document proving they are qualified for the task; e.g. similar impact studies or reports performed in the last 3 years (full report or abstract).

The present invitation to submit proposals is published by Tdh It at least on the following websites:

- http://www.terredeshommes.it/english/english_index.php
- <http://www.reliefweb.int>
- <http://www.aidajerusalem.org>
- <http://www.volint.it/vis/english>

Tdh It may send invitation directly to qualified Consultants already registered into its Roster.⁸

⁷ Terre des hommes Italia will stipulate in this case an insurance with *Reale Mutua Assicurazioni*. The insurance, based on reimbursement, includes the following:

- Emergency Assistance and repatriation in cases of emergency
- Accidents (Death for a maximum of 300.000 Euro, Permanent invalidity for a maximum total of 400.000 Euro)
- Disease leading to permanent invalidity for a maximum of 250.000 Euro
- Reimbursement of health expenses for a maximum of 20.000 Euro
- Civil responsibility towards a third party for a maximum of Euro 1,500,000.



8.2. Submission of Full Proposals

Based on the expressions of interest received, TdH will proceed to a pre-selection and will invite short-listed Consultants to submit a full proposal to undertake the impact study.

Invitations will be sent by email by the 20th of April 2011 and will include the relevant annexes and key documents as listed and described in the below section 10.

1. The shortlisted Consultants shall submit the full proposal on or before the 30/04/2011, 0.00 hours (+1 GMT) via email to p.redaelli@tdhitaly.org cc to palestina@tdhitaly.org enabling reading confirmation.
2. The email's object must report the following: Full proposal for an impact study under the project ECHO/-ME/BUD/2010/01041
3. The proposal shall be submitted through email and should include all the due documents in annex. The documents should be prepared with word processors and spreadsheets; presentation software and Portable Document Format (PDF) formats might be used for supporting documents only.⁹
4. The full proposal may be submitted by Consultants including other supporting documents useful for the selection.

Privacy and Disclaimer

Data and information provided by the Consultants or that will be acquired during the expression of interests, submission of proposals, selection process and afterwards will be solely processed for the purpose of the evaluation of proposals, selection of the same and for the relative obligations pursuant, according to the principles of correctness, legality, transparency and protection of the Consultants' privacy and rights.

All information will not be transferred to any third parties with exception the project partner and in compliance of what established by the ECHO FPA Obligations. The Consultants should explicitly authorise the use of their personal details in accordance with the Italian personal data protection code, Legislative Decree no. 196 of 30 June 2003 issued by the Italian Republic.¹⁰

9. The Full Proposal: contents

The short listed Consultants will be invited¹¹, to submit a full proposal in a free format¹¹, based on the information herein included and the supporting documents annexed, including at least:

9.1. Introduction and the proposed methodology for the implementation of the study (max 4,000 characters)

9.2. List and description of the proposed activities including (max 6,000 characters)

- A brief description of the same,
- their link and relevance towards the requested criteria (see below),
- field/distance activities to be conducted
- highlight how of each activity will contribute towards evaluating each criteria and the final goal of the evaluation.

9.3. Work plan

The external Consultant should provide a brief description of each item and provide the diachronic graphic representation of them (e.g. Gantt Chart).

9.4. Cost of the study (1 page free format)

The Consultant should itemize the cost as follows:

- Consultancy on the field (daily fee rate x no. of days to be spent on the field);
- Distance consultancy/ home based (daily fee rate x no. of days to be spent to read documents, collect information, produce and editing the report, etc.);

⁸ This does not entail any pre-evaluation of the proposals received.

⁹ The Consultant is requested also to cite the source where the call was found.

¹⁰ Ref: <http://www.parlamento.it/parlam/leggi/deleghe/03196dl.htm>. English translation available at <http://www.privacy.it/privacycode-en.html>.

¹¹ Documents, reports, email exchange and related communications will be exclusively dealt in English language.



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- The requested per diem (only for the days spent on the field);
- The forecasted logistic cost.

Any item should comprise the unit and item cost, sub- total and total cost.

The total cost is meant as gross amount before duties.¹² The Consultant is responsible for the insurance and/or equivalent duties, and must consider that the final payment will be received from Terre des hommes head quarter in Milano (Italy) and therefore subject to Italian legislation and Echo rules.¹³

The Consultant will receive support by Tdh It to carry on the tasks as follows:

- will have access to Terre des hommes Italy office in Gaza and will be assisted in getting all the necessary information and documents;
- will be assisted in visiting and meeting the stakeholders and partners, the field of operation, staff and beneficiaries according to the needs;
- will have access to all the financial information needed to accomplish his/her/its tasks, though the study is not a financial audit.

The Desk officer and the Country Representative, in collaboration with Project Manager, will be the Consultant's direct counterpart and source of information either providing it or by facilitating its availability.

Through the Project Management the Consultant will have the possibility to contact the Project PSS and Nutritional Consultant via mail, teleconference or phone; s/he will have also the possibility of meeting them on the field should they be available in coincidence with the external Consultant presence at the time of his/her visit.

10. Documents available to Consultants:

10.1 Applicants shortlisted for the submission of a full proposal will have access to the following documents

- Phase 2 Single Form approved, including logical framework and monitoring tools.
- Phase 1 - Final Report of Echo Gaza Psychosocial and nutritional support to preschool-age children and their siblings in Gaza Strip, Phase 1 (ECHO/-ME/BUD/2009/01045) (Phase 1)
- Phase 1 – Tdh It-ECHO Final Evaluation Report _July 2010

10.2 The contracted Consultant will have access to:

- Phase 1 - Nutritional Report, Project impact on anaemia prevalence, mother's knowledge on nutrition and change of healthy life style (Final analyses) by Dr. Michele Magoni (including project data base: Child File and Home visit databases)
- Phase 1 - PSS impact evaluation report (with annexes)
- Phase 2 - PSS Expert's Impact Report¹⁴
- Phase 2 - Nutritional Expert's Impact Report¹⁵
- Phase 2 - Project's beneficiaries' databases¹⁶
- Phase 2 – Interim Report (with including updates up to 28th of February 2011)

11. Request of clarification or documents

- To Tdh It

Although the information and documents provided should be sufficient in order to prepare the full proposal, if any of the Consultants has questions, needs clarifications or additional documents, requests may addressed to Tdh It via email to p.redaelli@tdhitaly.org cc to palestina@tdhitaly.org.

¹² According to the Italian laws and regulations on the matter.

¹³ In case of different arrangements are needed, the Consultant should add the relevant information to facilitate Tdh it financial and legal department to take the necessary arrangements.

¹⁴ Draft version.

¹⁵ Do.

¹⁶ Do.



The decision on responses or provision of required information is up to Tdh It; in any case the feedback will be shared with all the short-listed Consultants.

- From Tdh It

Once received the proposals and prior to proceeding to the final selection, short-listed proposals (singularly or in group) may be requested:

- to provide further explanation or details;
- amend their proposals.¹⁷

12. Selection criteria and procedure

The proposals received will be evaluated based on the principles established within the ECHO FPA rules and procedures, applicable to property, supply, works and service contracts, awarded within the framework of humanitarian actions, financed by the, European Communities (Annex IV FPA 27/11/2007) and Terre des hommes Italy's procedures.

Given the complex situation in oPt and especially in Gaza, previous experience in the area will be positively evaluated by Tdh It for the selection

Final decision/selection will be communicated to either the awarded proposal and to the others on or before the 07/05/2011.

The contract will be drawn up according to and will abide to the Italian legislation on the matter, irrespective of the nationality of the selected Consultant(s) or society.

Milano, 26/03/2011

Modified on 8/04/2011

Modified on 14/04/2011

¹⁷ Request of integration or further information will be requested within reasonable time, which will be communicated at the moment of request and granting equitable conditions to all the Consultants in involved.