

مشروع تنمية الشباب  
**Youth Grow Activity (YGA)**  
 طلب تقديم العروض " خدمات استشارية "  
**Request for Proposals "Remote Work/Freelancing and/or Artificial Intelligence Applications."**

<b>TO: Prospective Offerors</b>	إلى: مقدي العروض المحتملين
<b>DATE: 22/04/2024</b>	<b>التاريخ: 2024/04/22</b>
The Youth Grow Activity (YGA) is a USAID funded project implemented by Q2 Impact and partners. The project is seeking a highly qualified firm/Organization to provide capacity building and training activities on Remote Work/Freelancing and/or Artificial Intelligence Applications to youth in Jordan in collaboration with the Ministry of youth's Youth Centre's. Please, before you apply make sure to read the below scope of work carefully.	يرغب مشروع تنمية الشباب (YGA) الممول من الوكالة الأمريكية للتنمية الدولية (USAID)، والمنفذ من قبل شركة Q2 Impact وشركائها بالتعاقد مع شركة/منظمة مؤهلة تأهيلاً عالياً لتقديم خدمات التدريب وبناء القدرات في مجال العمل عن بُعد/العمل الحر و/أو تطبيقات الذكاء الاصطناعي لمجموعة من الشباب في الأردن بالتنسيق مع مراكز الشباب التابعة لوزارة الشباب. من فضلك، قبل التقديم، تأكد من قراءة نطاق العمل أدناه بعناية.
<b>RFP No.: FY24-050</b>  (This RFP contains <b>16</b> pages).	<b>رقم طلب تقديم العروض: FY24-050</b>  (يحتوي طلب تقديم العروض هذا على 16 صفحات).
The Youth Grow Activity (YGA) is an innovative five-year project funded by the United States Agency for International Development (USAID) and implemented by Q2 Impact and partners.  The project was launched in the context of empowering youth in Jordan; it emphasizes the need for positive youth development, not only for youth themselves but for the society at large, to Increase their meaningful participation within their local communities and the economy. The YGA focuses on three core objectives:  1. Enhance youth readiness for economic opportunities, through providing access to career counselling information and entrepreneurship.  2. Strengthening youth leadership and civic engagement through targeted support to the Youth-Serving, and Youth-Led Organizations.  3. Strengthening Government of Jordan (GOJ) system emphasizing youth participation and create enabling environment.	مشروع تنمية الشباب، هو مشروع ممول من الوكالة الأمريكية للتنمية الدولية (USAID)، وتنفذه شركة Q2 Impact وشركائها، ومدته خمس سنوات (آب 2023 – آب 2028). تم إطلاق المشروع في سياق تمكين الشباب في الأردن؛ والتأكيد على الحاجة إلى تنمية إيجابية للشباب من خلال تعزيز مشاركتهم الهادفة في المجتمع المحلي ومشاركتهم الاقتصادية، بما يحقق التنمية الشاملة للشباب أنفسهم وللمجتمع ككل. يركز المشروع على ثلاثة أهداف أساسية:  1. دعم جاهزية الشباب للحصول على الفرص الاقتصادية من خلال تسهيل الوصول إلى معلومات الإرشاد الوظيفي، وريادة الأعمال.  2. تعزيز القيادة الشبابية، والمشاركة المدنية من خلال دعم المؤسسات التي تخدم الشباب، والتي يقودها الشباب.  3. تعزيز الأنظمة الحكومية، خاصة وزارة الشباب، بما يدعم مشاركة الشباب وإيجاد بيئة حاضنة وداعمة لفرص القيادة.

<p>Entiqal for Training doing business as a "Partners for Good" (PfG), is a Jordanian non-profit organization that is the local partner of Q2 Impact in the implementation of YGA project</p>	<p>(شركة انتقال للتدريب وتمارس أعمالها باسم منظمة "شركاء للأفضل")، وهي منظمة أردنية غير ربحية وهي الشريك المحلي لشركة Q2 Impact ضمن مشروع تنمية الشباب YGA</p>
<p><b>This Request for proposal contains the following:</b>  <b>Part 1:</b> General instructions to bidders.  <b>Part 2:</b> Deadline for receiving offers.  <b>Part 3:</b> Background about the project.  <b>Part 4:</b> Requirements and Scope of Work.  <b>Part 5:</b> Evaluation Factors for Submitted Offers.  <b>Part 6:</b> Terms of Agreement.</p>	<p>يتضمن طلب تقديم العروض هذه الأقسام:  الجزء الأول: تعليمات عامة لمقدمي العروض.  الجزء الثاني: الموعد النهائي لتقديم العروض.  الجزء الثالث: المعلومات الأساسية عن المشروع.  الجزء الرابع: المطلوب ونطاق العمل.  الجزء الخامس: عوامل التقييم للعروض المقدمة.  الجزء السادس: مدة الاتفاقية.</p>
<p><b>Part 1: General Instructions to Bidders</b></p>	<p><b>الجزء الأول: تعليمات عامة لمقدمي العروض</b></p>
<p><b>A.</b> Interested Offerors should submit their proposals, in hard copy or electronic format in accordance with the language of the solicitation to the address specified "7<sup>th</sup> Circle area- Mas`oud Bin Naser St.- Al-Hashim Complex – 1<sup>st</sup> Floor - Office 103 - P.O. Box: 850080, Postal Code: 11185, Phone: +962 (6) 5824 641, Fax: +962 (6) 5824 651".</p> <p><b>The proposal should be addressed via email to:</b>  <a href="mailto:yga_procurement@pfg-jo.org">yga_procurement@pfg-jo.org</a></p>	<p>أ. على الشركات/المنظمات المهتمين أن تقدم العروض الخاصة بها، في شكل مطبوع أو إلكتروني وفقاً لصيغة اللتماس المعتمدة إلى العنوان الخاص بالشركة "منطقة الدوار السابع - شارع مسعود بن ناصر - مجمع الهاشم - الطابق الأول - مكتب 103 - ص ب: 850080، الرمز البريدي: 11185، هاتف رقم: (6) +962 5824 641، فاكس: (6) 5824 651 +962".</p> <p>يتم إرسال العروض على البريد الإلكتروني:  <a href="mailto:yga_procurement@pfg-jo.org">yga_procurement@pfg-jo.org</a></p>
<p><b>B.</b> Entiqal for Training doing business as a "Partners for Good" is not obligated to make an award or to pay for any costs it would have cost the offer incurred by the offeror in preparation of a proposal in response hereto.</p>	<p>ب. لا تلتزم شركة انتقال للتدريب وتمارس أعمالها باسم منظمة "شركاء للأفضل" بتقديم منحة أو دفع أي تكاليف مستحقة كان قد تكلفها مقدم العرض عند إعداده العرض لشركة انتقال للتدريب "شركاء للأفضل" رداً على ما ورد في هذه الوثيقة.</p>
<p><b>C.</b> Any information given to one prospective offeror concerning this solicitation will be furnished to all such offerors as an amendment or reply of any questions or requests for information, it was submitted by any of the prospective of the solicitation.</p>	<p>ت. سيتم تزويد جميع مقدمي العروض بأي معلومات سيتم تقديمها إلى أحد مقدمي العروض المحتملين بشأن هذا اللتماس كتعديل أو رد على استفسار كان قد تقدم به أحدهم.</p>
<p><b>D.</b> Any proposal received in response to this solicitation will be reviewed strictly as submitted and in accordance with the evaluation criteria specified in <b>Part 5</b>.</p>	<p>ث. سيخضع أي عرض تسلّم استجابةً لهذا اللتماس إلى مراجعة صارمة كما تم تقديمه ووفقاً لمعايير التقييم المنصوص عليها في <b>الجزء الخامس</b>.</p>
<p><b>E.</b> The offeror should submit its best proposal initially as Entiqal for Training doing business as a "Partners for Good" intends to evaluate proposals and make an award without discussions. However, Entiqal for Training "Partners for Good" reserves the right to conduct discussions should Entiqal for Training doing business as a "Partners for Good" deem it necessary.</p>	<p>ج. مبدئياً يجب أن يقوم مقدم العرض بتقديم أفضل عروضه لأن شركة انتقال للتدريب والتي تمارس أعمالها باسم منظمة "شركاء للأفضل" تعتزم تقييم العروض وإصدار قرار دون إجراء مناقشات. ومع ذلك، تحتفظ شركة انتقال للتدريب بالحق في إجراء المناقشات إذا ما رأّت ضرورة لذلك.</p>

<p><b>F.</b> The proposal should be written clearly, concisely and in compliance with the requirements, the offer should clearly address each of the evaluation factors set out in Part 5.</p> <p>Each proposal shall consist of two (2) physically separated parts: Technical Proposal and Financial Proposal. Technical Proposals shall not refer to pricing.</p>	<p>ح. يجب كتابة العروض بوضوح وإيجاز وامتناله للمتطلبات، ينبغي أن يتناول العرض بوضوح كل من عوامل التقييم المنصوص عليها في الجزء الخامس.</p> <p>كل عرض يجب أن يتكون من جزئين منفصلين: العرض الفني والعرض المالي.</p>
<p><b>G.</b> This RFP is open to interested Offerors registered for businesses/organizations in Jordan. All key staff involved must be fluent in Arabic and English, as well as be able to provide advisory services in Arabic.</p> <p>Organizations might be Youth Serving Organizations (YSOs) or Youth-led Organizations (YSOs).</p>	<p>خ. يعتبر طلب تقديم العروض هذا مفتوحاً لمقدمي العروض المهتمين من الأردن. يجب أن يجيد جميع أفراد فريق العمل اللغة العربية والانجليزية، كما يجب أن يقدموا خدمات التدريب باللغة العربية. تستطيع المنظمات التي تخدم الشباب والتي يقودها الشباب أن ترسل عرضها الفني والمالي.</p>
<p><b>H.</b> Type of contract: a <b>Service Provider Agreement</b>.</p>	<p>د. نوع العقد: عقد تقديم خدمات.</p>
<p><b>I.</b> Unnecessarily brochures or other presentations beyond those sufficient to present a complete and effective response to this solicitation are not desired and may be construed as an indication of the Offeror's lack of cost consciousness. Elaborate artwork, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor desired.</p>	<p>ذ. تعتبر الوثائق الإضافية غير الضرورية التي تتجاوز القدر الكافي لتقديم عرض كاملاً على هذا العطاء، غير مطلوبة، وقد تفسر على أنها إشارة لانتقار مقدم العرض إلى الوعي بالتكلفة. كما أن الأعمال الفنية التفصيلية والمجلدات والأوراق باهظة الثمن والوسائل البصرية وأدوات العرض المكلفة غير ضرورية وغير مطلوبة.</p>
<p><b>J.</b> The Offeror must furnish adequate and specific information in its proposal. A proposal may be eliminated from further consideration before a detailed evaluation is performed if the proposal is considered obviously deficient as to be totally unacceptable on its face or which prices are inordinately high or unrealistically low.</p>	<p>ر. يجب أن يقدم مقدم العرض معلومات كافية ومحددة في العرض الخاص به. يمكن عدم خضوع العرض لمزيد من الدراسة قبل إجراء تقييم مفصل إذا كان العرض غير كافٍ بشكلٍ واضح بحيث يكون غير مقبول على الإطلاق في ظاهره أو كانت الأسعار مرتفعة للغاية أو منخفضة إلى حد غير واقعي.</p>
<p><b>K.</b> Offerors are allowed to submit <b>one proposal</b> for each type of service i.e., <b>one for Remote work and freelancing and a separate proposal for Artificial Intelligence</b>. If an Offeror participates in more than one proposal, all proposals involving the Offeror will be rejected.</p>	<p>ز. يُسمح للشركة/المنظمة بتقديم اقتراح واحد لكل نوع من أنواع الخدمة، أي اقتراح للعمل عن بعد والعمل الحر واقتراح منفصل للذكاء الاصطناعي. إذا شارك مقدم العرض في أكثر من اقتراح واحد، فسيتم رفض جميع المقترحات المتعلقة بالمقدم.</p>
<p><b>L.</b> Alternative proposals will not be considered. Proposals not conforming to this solicitation may be categorized as unacceptable and eliminated from further consideration.</p>	<p>س. لن يتم النظر في المقترحات البديلة. قد يتم تصنيف المقترحات التي لا تتوافق مع هذا الطلب على أنها غير مقبولة وإقصاؤها من المراجعة اللاحقة.</p>
<p><b>M.</b> Proposals shall be written in English or Arabic. Financial proposals shall be presented in Jordan Dinar.</p>	<p>ش. يجب كتابة العروض باللغة الإنجليزية أو العربية. العرض المالي يجب أن يكون بالدينار الأردني.</p>

<p><b>N.</b> Proposals must remain valid for a minimum of <b>ninety (90) days</b>.</p>	<p>ص. يجب أن تكون مدة صلاحية العروض المقدمة <b>90 يومًا على الأقل</b>.</p>
<p><b>O.</b> The person signing the Offeror's proposal must have the authority to commit the Offeror to all the provisions of the Offeror's proposal</p>	<p>ض. الشخص الذي يوقع على العرض الفني والمالي يجب أن يكون لديه السلطة للالتزام بجميع أحكام مقترح العارض.</p>
<p><b>P.</b> Any communications via phone calls or whatever to YGA will disqualify your proposals from evaluation.</p>	<p>ط. أي تواصل من خلال المكالمات الهاتفية أو غيره مع فريق مشروع تنمية الشباب سيؤدي إلى استبعاد المقترح المقدم.</p>
<p><b>Q.</b> For actions valued at USD 25,000 or more, the contractor is required to obtain a Unique Entity Identifier (UEI). A UEI is an identifier used by the U.S. Government to identify the contractor and track how federal money is allocated. The process to obtain a UEI number can usually be completed in a few minutes and is free of charge. UEIs are obtained through <a href="http://www.sam.gov">www.sam.gov</a></p>	<p>ظ. للمشتريات والتعاقدات التي تزيد قيمتها عن 25,000 خمسة وعشرون ألف دولار أمريكي, يجب على المتعاقد الحصول على رقم تعريف المنشأة المميز (UEI), وهو رقم يستخدم من قبل الحكومة الأمريكية لتتبع عملية صرف الاموال الاتحادية. تستغرق عملية الحصول على الرقم التعريفي بضعة دقائق وبشكل مجاني من خلال الموقع التالي: <a href="http://www.sam.gov">www.sam.gov</a></p>
<p><b>R. Technical Proposal</b></p> <p>Technical proposal shall be limited to 22 pages in total. (Font type (Times New Roman), font size (12)). And pages more than 22 pages will not be read or evaluated. Items such as graphs, charts, tables may be used as appropriate but will be considered part of the page limitation. However, dividers, organizational information, Key personnel CVs, bio-data sheets, and past performance report forms are not included in the page limitation and should be submitted as an Annex. On the following order:</p> <p><b>1. Organizational Information (Not part of the page limit)</b></p> <ol style="list-style-type: none"> <li>Organization's legal name</li> <li>Contact name.</li> <li>Contact person's position.</li> <li>Email address.</li> <li>Telephone number.</li> <li>Evidence of Responsibility and Independent Price Certification Form (<b>Attachment A</b>)</li> <li>Copy of legal registration and valid license to do business in the country of registration.</li> </ol> <p><b>2. Technical Approach and Methodology - A narrative not to exceed twelve (12) pages.</b></p> <p>The Offeror shall demonstrate its understanding, ability, and technical approach to performing the requirements described in the Scope of Work within a logical methodology, including its approach to all services envisioned in the activity implementation and producing the key deliverables. The Offeror should clearly explain how</p>	<p><b>ع. العرض الفني</b></p> <p>يجب ألا يتجاوز العرض الفني <b>22 صفحة</b> في المجموع (<b>نوع الخط Times New Roman</b>) و<b>حجم الخط (12)</b>. ولن يتم قراءة أو تقييم الصفحات التي تزيد عن 22 صفحة. يمكن استخدام عناصر مثل الرسوم البيانية والجداول حسب الضرورة. ولكن سيتم اعتبارها جزءًا من قيود عدد الصفحات. ومع ذلك، لا تُحتسب أقسام معلومات الشركة/المنظمة، والسير الشخصية والمعلومات عن الخبرات السابقة ضمن حد الصفحات ويجب تقديمها كمرفات. بالتسلسل التالي:</p> <p><b>1. معلومات الشركة/المنظمة (غير مشمول بالحد المقرر لعدد الصفحات)</b></p> <ol style="list-style-type: none"> <li>اسم الشركة/المنظمة الرسمي</li> <li>ضابط الارتباط</li> <li>المسمى الوظيفي لضابط الارتباط</li> <li>البريد الإلكتروني</li> <li>رقم الهاتف</li> <li>نموذج إثبات الكفاءة وشهادة تسعير مستقلة (<b>مرفق A</b>)</li> <li>صورة عن شهادة التسجيل ورخصة المهن سارية المفعول.</li> </ol> <p><b>2. النهج العام ومنهجية التنفيذ (عدد الصفحات 12 صفحة بحد أقصى)</b></p> <p>يجب على الشركة/المنظمة أن تظهر فهمها، وقدرتها، ونهجها العام ومنهجيتها لأداء المتطلبات الموجودة في نطاق العمل بطريقة منطقية، بما في ذلك نهجها لجميع الخدمات المتصورة في تنفيذ المطلوب وإنتاج المطلوبات الرئيسية. يجب على الشركة/المنظمة إبراز</p>

<p>they propose to undertake and complete the technical deliverables in each phase of the project life cycle. The Technical Approach should include a Gantt chart of the deliverables required and the level of intervention.</p> <p><b>3. Past Performance – A narrative not to exceed five (5) pages.</b></p> <p>The Offeror shall provide at least three (3) examples of past performance of similar work in Jordan, or the region as being requested in this RFP. The past performance examples must be within the last five (5) years and should be similar in terms of the scope and objectives of this activity and in a similar context. The Offeror must provide references through the attached Past Performance Report (PPR) sheets in <b>Attachment C</b>, which are separate from the narrative and not included in the page limit.</p> <p><b>4. Personnel/Staffing – A narrative not to exceed five (5) pages.</b></p> <p>The offer shall identify, in summary format of 2-3 sentences each, the names and anticipated positions and role of the team leaders and key staff proposed to perform the requirements of this scope of work. The narrative in this section should address for the key team members their qualifications, experience, technical certifications or expertise, examples of similar work in the past, and their role in this specific project. <b>A Project Manager must be identified that will serve as the primary Point of Contact with YGA and will manage logistics, staffing, invoicing, and other administrative functions to ensure the activity is well managed.</b></p> <p>The Offeror shall include the CVs of key staff members involved in the Project, including the Project Manager and up to 3 Team Leaders in an Annex that is not considered part of the Technical Proposal and does not fall within the page limitations. Each CV should not exceed three (3) pages. <b>Note: proposed salaries for staff shall be supported by the salary history certified in the biodata forms Attachment B. YGA reserves the right to verify salary history and rates.</b></p>	<p>طريقتهم للقيام بتسليم المطلوب في كل مرحلة من مراحل دورة حياة المشروع.</p> <p>يجب أن يشمل النهج التقني رسم Gantt للأنشطة المطلوبة.</p> <p><b>3. الخبرات والمشاريع السابقة (عدد الصفحات 5 صفحات بحد أقصى)</b></p> <p>يجب على الشركة/المنظمة تقديم ثلاثة (3) أمثلة على مشاريع مماثلة قامت بتنفيذها في الأردن، أو المنطقة كما هو مطلوب في هذا الطلب. يجب أن تكون أمثلة الأداء السابق خلال الخمس سنوات الأخيرة ويجب أن تكون مماثلة من حيث نطاق العمل، والأهداف، وذلك ضمن نفس السياق والعمل المطلوب. يجب على الشركة/المنظمة تقديم مراجع من خلال نموذج تقرير الأداء السابق المرفقة في المرفق C، والتي تكون منفصلة ولا تُضمَّن في حد الصفحات.</p> <p><b>4. فريق العمل/المشروع (عدد الصفحات 5 صفحة بحد أقصى)</b></p> <p>يجب أن يقوم العرض بتحديد، في شكل ملخص من 2-3 جمل لكل منهم، أسماء ومراكز العمل المتوقعة ودور قادة الفرق والموظفين الرئيسيين المقترحين لأداء متطلبات هذا نطاق العمل. يجب أن يتناول السرد في هذا القسم للأعضاء الرئيسيين في الفريق مؤهلاتهم، وخبراتهم، والشهادات العلمية أو الخبرة، وأمثلة على الأعمال المماثلة في الماضي، ودورهم في هذا المشروع الخاص. يجب تحديد مدير المشروع الذي سيكون الشخص الذي سيكون نقطة اتصال رئيسية مع مشروع تنمية الشباب وسيدير اللوجستيات والتوظيف والفوترة وغيرها من الوظائف الإدارية لضمان إدارة ناجحة للنشاط.</p> <p>يجب أن يتضمن العرض سير ذاتية لأعضاء الفريق الرئيسيين المشاركين في المشروع، بما في ذلك مدير المشروع وحتى 3 قادة فرق في مرفق لا يعتبر جزءاً من العرض التقني ولا يدخل في حدود الصفحات. يجب ألا تتجاوز كل سيرة ذاتية ثلاث (3) صفحات. ملاحظة: يجب أن تتم دعم الرواتب المقترحة للموظفين بالسجل الوظيفي المعتمد في نماذج السيرة الذاتية المرفق B. يحتفظ مشروع تنمية الشباب بالحق في التحقق من سجل الرواتب والأسعار.</p>
<p><b>S.</b> In conducting its evaluation of proposals, Entiqal for Training doing business as a “Partners for Good” may seek information from any source it deems appropriate to obtain or validate information regarding an Offeror’s proposal.</p>	<p>غ. عند إجراء تقييم شركة انتقال للتدريب وتمارس أعمالها باسم منظمة "شركاء للأفضل" للعروض، قد تسعى للحصول على معلومات بشأن العرض المقدم من مقدم العرض من أي مصدر تراه مناسباً أو التحقق من صحتها.</p>
<p><b>T.</b> Entiqal for Training doing business as “Partners for Good” reserves the right to award one or more contracts under this RFP based on initial offers without discussions or without establishing a competitive range.</p>	<p>ف. تحتفظ شركة انتقال للتدريب وتمارس أعمالها باسم منظمة "شركاء للأفضل" بحق منح عقد واحد أو أكثر بموجب طلب تقديم العروض هذا على أساس العروض الأولية دون إجراء مناقشات أو إنشاء نطاق تنافسي.</p>

<p><b>U.</b>Entiqal for Training doing business as a “Partners for Good” is not obliged to award a contract based on lowest proposed cost or highest technical evaluation score. Although for this procurement technical proposal merits are considered more important than cost relative to deciding who might best perform the work, considering both technical and cost factors</p>	<p>ق. أن شركة انتقال للتدريب وتمارس أعمالها باسم منظمة "شركاء للأفضل" غير ملزمة بالتعاقد مع أقل تكلفة مقترحة أو على أساس أعلى نقاط التقييم الفنية. على الرغم من أن المزايا الفنية لدعوة تقديم الطلبات هذه تعتبر أكثر أهمية من التكلفة المتصلة بتحديد من قد ينجز العمل على نحو أفضل، بعد التقييم النهائي للطلبات، ستقدم شركة انتقال للتدريب (شركاء للأفضل) الموافقة لمقدم العرض الذي يقدم عرض أفضل، مع مراعاة العوامل الفنية والمالية.</p>
<p><b>Part 2: Deadline for receiving offers</b></p>	<p><b>الجزء الثاني: الموعد النهائي لتقديم العروض</b></p>
<p>Should you have any questions or inquiries, Entiqal for Training doing business as a “Partners for Good” will receive and reply your questions via:  <a href="mailto:yga_procurement@pfg-jo.org">yga_procurement@pfg-jo.org</a> no later than <b>Sunday April 28<sup>th</sup>, 2024 till 12:00 PM.</b></p> <p>The proposal must be received no later than <b>Sunday May 12<sup>th</sup>, 2024, at 4:00 PM.</b></p> <p><b>Provide us with two separate technical &amp; financial offers.</b></p>	<p>في حال وجود أية استفسارات او طلبات، ستقوم شركة انتقال للتدريب وتمارس أعمالها باسم منظمة "شركاء للأفضل" باستلام و الرد استفساراتكم عن طريق البريد الإلكتروني: <a href="mailto:yga_procurement@pfg-jo.org">yga_procurement@pfg-jo.org</a> خلال موعد أقصاه يوم الأحد الموافق الثامن والعشرون من نيسان لعام 2024 الساعة 12 ظهرا.</p> <p>آخر موعد لاستلام العروض هو يوم الأحد الموافق الثاني عشر من أيار للعام 2024 الساعة 4:00 عصرا.</p> <p>يجب تزويدنا بعرضين منفصلين للتقييم الفني/التقني والمالي.</p>
<p><b>Part 3: Background about the project.</b></p>	<p><b>الجزء الثالث: المعلومات الأساسية عن المشروع.</b></p>
<p><b>The Youth Grow Activity (YGA)</b> is an innovative five-year (2023-2028) project funded by the United States Agency for International Development (USAID) and is implemented by Q2 Impact and its partners. YGA aims to empower youth in Jordan by emphasizing the need for a positive youth development (PYD), not only for youth themselves but for society at large. The YGA focuses on three core objectives: (1) preparing youth for economic opportunities through providing access to a high-quality online career counseling and entrepreneurship information; (2) strengthening youth leadership through targeted support of local youth-led organizations (YLO) and youth-serving organizations (YSO) and (3) strengthening Government of Jordan (GoJ) systems to guarantee effective youth participation, create youth-inclusive and enabling environment, and enhance the accessibility and quality of government systems and services to better cater for youth social and economic empowerment.</p> <p>The development and activation of Ministry of Youth (MoY) Youth Centers (YC) in the Hashemite Kingdom of Jordan will be crucial to achieve all three objectives: therefore. The YGA’s target population includes youth between 10 and 29, with an emphasis on girls/women and communities who often feel left-behind or lack economic opportunity. The purpose of a pro-active Youth Center, integrated in the communities, is to reach, attract and encourage youth to take charge of their own development and provide access to information, networks and peer-support to realize their aspirations.</p> <p>The YGA will support the integration of the <b>Youth Empowerment Services (YES) model</b> at MoY’s YCs to turn them into a dynamic space where youth can access information that supports their development and linkages to social and economic opportunities. YGA envisions integrating seven new services within the youth centers to transform them into the YES Model. These services include: (1) Career counseling information (My Future portal); (2) Entrepreneurship readiness (i2z Platform); (3) Links to GoJ and private sector employment platforms; (4) Linkages with psychosocial support service providers; (5) Connections to volunteering and mentoring platforms and service</p>	

providers; (6) Connection to global freelance self-employment and remote job opportunities; and (7) Connections to Youth Serving Organizations (YSOs) programs and initiatives.

YGA envisions the conceptual framework of YES adoption within the YCs as an intersectional and interactive model, constituting a nationwide initiative comprised of three elements: (a) adoption of seven services as described as the YES Model above, (b) an interactive, adaptive, and functional structure, and (c) facilitation of community linkages. The term "YES", often interchangeably used for Youth Empowerment Services or Youth Employment Services, embodies a holistic approach to fostering the development of young individuals. The core objective of YES programs is to augment the skills, capacities, and opportunities available to the youth. These multifaceted services cover a spectrum of essential components, including education, vocational training, career guidance, mentorship, health services, and active community engagement.

At its essence, the YES model operates as a dynamic framework that emphasizes community engagement, underscores the importance of fostering a sense of social responsibility and active participation among young individuals, and recognizes the diverse needs and aspirations of young people. YES endeavors to equip the youth not only with academic knowledge but also with practical skills essential for their personal and professional growth. It provides invaluable support, helping youth navigate their career paths and make informed decisions. In summary, the YES model stands as a comprehensive and inclusive initiative designed to empower and uplift the youth by addressing various facets of their development, ultimately paving the way for a more resilient, skilled, and engaged generation .

This RFP relates specifically to support (6) Connection to global freelance self-employment and remote job opportunities.

#### Part 4: Requirements and Scope of Work.

الجزء الرابع: المطلوب ونطاق العمل.

#### Purpose and Objectives

Youth Grow Activity is looking to engage an organization on the provision of supplying comprehensive capacity building activities regarding the Remote work/freelancing and Artificial Intelligence (AI) tools and applications for the staff of Ministry of Youth and Youth Centers' members aged between (18-29) years old. The organization will be responsible for developing the training material and execution of the capacity building activities. The objective of the trainings is to strengthen employability and/or promotion of young people in the districts. The training is a pilot and can, if successful, be expanded.

**The specific objectives of this SoW are as of below:**

#### **Remote Work and freelancing:**

- **Familiarize participants with the remote work and freelancing industry** to understand the marketplace dynamics, trends, and opportunities.
- **Guide participants on how to effectively search for remote work and freelance opportunities** by using different online platforms and search techniques.
- **Introduce participants to reputable remote work and freelancing platforms** so they can identify and select suitable ones for their skillset and career goals.
- **Demonstrate the process of setting up professional accounts on chosen platforms** to ensure the participants can effectively present their skills and engage with potential clients.
- **Develop key skills and competencies required for successful engagement in remote work and freelancing** by providing knowledge on best practices, time management, communication, and technical skills pertinent to their fields.

#### **Artificial Intelligence (AI):**

- **Introduction to Artificial Intelligence:** A module dedicated to the basics of AI, prominent researchers, and why AI literacy has become crucial.
- **Understanding Data:** Comprehensive training on the importance of data in AI, including workshops on collecting and utilizing data responsibly.

- **Machine Learning Fundamentals:** Hands-on activities and learning sessions focused on machine learning models and their applications.
- **AI in Practice:** Case studies and guest lectures from industry leaders to illustrate AI's role in real-world scenarios.
- **Ethical Considerations in AI:** Debates and discussions on the ethical implications of AI technology.
- **Professional Development in AI:** Career guidance webinars and interactive sessions by AI professionals.
- **AI for Entrepreneurs:** Workshops on leveraging AI for business innovation, startups, and market analysis.

### **Remote work/ freelancing and Artificial Intelligence (AI)**

Remote work and outsourcing are major trends that have developed in the 21st century and are continuing to grow exponentially. The COVID-19 pandemic has accelerated existing trends significantly; while the ability to work from outside the office has been feasible for a few decades, working remotely is only now becoming mainstream, as many workers were forced to stay home as mass lockdowns swept the globe in 2020. The covid-19 pandemic has broken through cultural and technological barriers that prevented remote work in the past, setting in motion a structural shift in where work takes place, at least for some people. The rising popularity of remote work offers a great opportunity where individuals can bypass small local markets, employers, and work remotely for regional and international clients. Remote work can play a significant role in the reduction of unemployment and empower individuals to increase their income and manage and adjust to change and challenges.

The term remote work refers to the broad concept of an arrangement where work is fully or partly carried out at an alternative worksite other than the default place of work. Many phrases are used to refer to remote work including telework, e-Work, mobile work, smart working, telecommuting, flexible working, hub-work, location less work, co-working, home office, virtual office, and platform work. These concepts are all related and share a degree of overlap with remote working being the broadest concept encompassing all these terms.

Learning about remote work is crucial in today's job market due to its flexibility, increased demand, and cost-saving potential. Key areas to focus on include mastering remote communication tools, honing time management skills, cultivating self-motivation and discipline, online team collaboration practices, establishing clear work-life boundaries, understanding remote security best practices, and if in a leadership role, learning how to effectively lead remote teams. By developing these skills, individuals can adapt to remote work setups, maximize productivity, and seize opportunities in the evolving work landscape.

The world of Artificial Intelligence (AI) is rapidly expanding, and its influence on different facets of life is undeniable. It's a driving force behind technological innovation and is shaping future job markets. Preparing youth for a future intertwined with AI isn't just practical; it's necessary. Hence, the importance of building the capacity of youth in the context of AI cannot be overstated.

YGA aims to equip young people with the knowledge and skills to use Remote work/ Freelancing and AI tools and applications, ensuring they're not only consumers of technology but active participants in its development and deployment.

### **DETAILED RESPONSIBILITIES**

#### **TARGETED GROUPS**

**Youth Centers' Staff Participants in each training cohort.**

<b>Organization</b>	<b>Governorate</b>	<b>Expected No. of Participants</b>
AlQatraneh Female Youth Center	Kerak	2
Ein AlBeida Female Youth Center	Tafilah	2
AlShobak Male and Female Youth Center	Maan	4
Petra Female Youth Center	Maan	2
Aqaba Female Youth Center	Aqaba	2

Naour Male and Female Youth Center	Amman	4
Dhiban Female Youth Center	Madaba	2
Dhlail Male and Female Youth Center	Zarqa	2
Fuheis Male and Female Youth Center	Balqa	2
Kafr Khal Male Youth Center	Jerash	2
Deir Abi Saeed Male Youth Center	Irbid	2
Anjara Male Youth Center	Ajloun	2
Umm Aljimal Male and Female Youth Center	Mafraq	2
<b>Total</b>		<b>30</b>

### Youth Training,

The Offeror is expected to provide two cohorts of the **AI training**, and two cohorts of the **Remote work training**.

Organization	Governorate	Cohort 1- No. of Participants	Cohort II - No. of Participants
Al Qatraneh Female Youth Center	Kerak	25	25
Ein Al Beida Female Youth Center	Tafilah	25	25
Al Shobak Male and Female Youth Center	Maan	25	25
Petra Female Youth Center	Maan	25	25
Aqaba Female Youth Center	Aqaba	25	25
Naour Male and Female Youth Center	Amman	25	25
Dhiban Female Youth Center	Madaba	25	25
Dhlail Male and Female Youth Center	Zarqa	25	25
Fuheis Male and Female Youth Center	Balqa	25	25
Kafr Khal Male Youth Center	Jerash	25	25
Deir Abi Saeed Male Youth Center	Irbid	25	25
Anjara Male Youth Center	Ajloun	25	25
Umm Aljimal Male and Female Youth Center	Mafraq	25	25
<b>Total</b>		<b>325</b>	<b>325</b>

### DELIVERABLES AND TASKS

For Youth Grow Activity to achieve its objectives, the Offeror will use their education, considerable experience, and resources to perform the below tasks .

The organization is required to specify the type of Remote work/freelancing and Artificial Intelligence (AI) tools and applications intents to provide in its technical proposal. The Offeror must consider the current context, infrastructure, and resources available at the youth centers.

Close collaboration with Youth Centers and the YGA team is essential for the effective execution of the assigned tasks. The organization should prioritize ongoing communication and coordination throughout the implementation process.

#### Deliverable I: Material Development

The following is required when developing the training manuals for both Remote work/freelancing and Artificial Intelligence.

## **Task I: Training Manuals and Content**

This task includes developing the trainer manual to guide the trainer delivering the training.

**The Offeror is expected to perform the following task. As follows:**

### **Trainer Manual**

The development of the manual should cover – but not limited to - the following:

1. Training admission requirement: develop an admission form containing the minimum qualification and skills needed for participants to attend the training.
2. Content development (trainer manual): this entails creating comprehensive content for the training manual, covering various aspects of **Remote work/ freelancing or AI**.
3. Manual Structure: organize the manual in a logical and user-friendly structure. Additionally, include sections such as introduction, background, objectives, key concepts, practical exercises, case studies, and resources.
4. For each training topic, the Offeror must include training topic's objectives, learning outcomes, delivery approach and method, needed resources and tools, expected outcomes, and duration.
5. Theoretical Framework: this includes providing a clear theoretical framework for understanding **Remote work/ freelancing or AI** and its impact on the target audience.
6. Skills Development: skill-building modules that focus on personal branding, communication, proposal writing, and job negotiation, as well as practical exercises and assignments that help reinforce the learned skills for utilizing **Remote work/ freelancing or AI**.
7. Practical exercises: develop practical exercises and activities that trainers can use to engage participants during the training sessions.
8. Case studies: Include relevant case studies to illustrate real-world applications of **Remote work/ freelancing or AI**.
9. Ethical sensitivity: emphasize the importance of ethical sensitivity in delivering **Remote work/ freelancing or AI** and provide guidelines for ethically appropriate practices.
10. Resource Materials: compile a list of additional resources, references, and reading materials that trainers can refer to for further understanding.
11. Evaluation Tools: integrate evaluation tools and assessment methods to measure the effectiveness of the training.
12. Interactive Element: incorporate interactive elements such as quizzes, discussions, and group activities to enhance engagement and knowledge retention.
13. Role of Trainers: clearly define the role of trainers and their responsibilities in delivering **Remote work/ freelancing or AI**.
14. Accessibility Consideration: ensure that the manual is accessible to diverse audiences, considering literacy levels, language preferences, and any potential accessibility challenges.
15. Gender Equality and Social Inclusion: ensure that the manual considers the gender lens and social inclusion in all its content, examples, exercises, case studies, etc .

### **Youth/Trainee workbook**

The development of the trainee material should cover – but not limited to - the following:

1. Introduction: provide an introductory section outlining the purpose and objectives of the training for trainees.
2. Program overview: offer a comprehensive overview of the **Remote work/ freelancing or AI** programs, including its goals, target audience, and expected outcomes.
3. Key concepts: define and explain key concepts related to **Remote work/ freelancing or AI**.
4. Interactive Activities: develop interactive activities and exercises that engage trainees in applying **Remote work/ freelancing or AI** applications.
5. Case Studies: present relevant case studies to help trainees understand the practical implications of **Remote work/ freelancing or AI**.
6. Skills Development: skill-building modules that focus on personal branding, communication, proposal writing, and job negotiation, as well as practical exercises and assignments that help reinforce the learned skills for utilizing **Remote work/ freelancing or AI**.
7. Ethical sensitivity: Emphasize the importance of ethical sensitivity in delivering **Remote work/ freelancing or AI** and provide guidelines for ethically appropriate practices.
8. Resource Materials: compile a list of additional resources to access remote and freelance opportunities, references, and reading materials for trainees to deepen their understanding.

9. Evaluation and Feedback: establish a framework for evaluating trainee performance and gathering feedback for continuous improvement.
10. Graphic Design: consider the layout and design of the manual to make it visually appealing, engaging, and easy to navigate.
11. Accessibility Consideration: ensure that the manual is accessible to diverse audiences, considering literacy levels, language preferences, and any potential accessibility challenges.
12. Gender Equality and Social Inclusion: ensure that the manual considers the gender lens and social inclusion in all its content, examples, exercises, case studies, etc.

### **Deliverable II: Training Delivery**

The Offeror is expected to perform the following task:

#### **Task II: Direct delivery of the Trainings to a total of 650 youth per training topic (Direct Delivery)**

During this the Offeror and its team will directly deliver the **Remote work/ freelancing and/or the AI applications** training to the youth as per the table of beneficiaries (Youth Training) illustrated above, whereas the YC's staff will be attend the training as observers. The training will be at or around the YC facility.

1. Develop a clear youth (aged between 18 – 29) eligibility and selection criteria.
2. In coordination with the related youth centers, the Offeror is expected to set and execute an outreach plan to define eligible youth around the YCs who are eligible to get the training.
3. Coordinate with YGA and YC regarding the outreach, training schedule, locations, logistics, etc.
4. Develop the training schedule and timeline.
5. Conduct the training sessions (group sessions) for the targeted groups mentioned above (Cohort I) and (Cohort II)
6. Address specific queries and concerns raised by the participants regarding the adaptation of similar models in other contexts during the training session(s), if applicable.
7. Evaluation and feedback: collect feedback from the participants.
8. Reporting: Develop a final training report.

#### **Monitoring, Evaluation and Learning responsibilities:**

The selected contractor is required to propose a Monitoring, Evaluation, and Learning (MEL) plan to track and assess the progress and achievement of the Remote Work/Freelancing and/or AI. The MEL plan should be designed to measure the outputs, outcomes, and overall contribution of the YGA objectives. It should demonstrate the logical connection between the implemented activities and their intended outcomes and impacts. The MEL activities should be designed to inform the YGA and other indicators directly related to provided Remote Work/Freelancing and/or AI training.

The contractor should consider and use the standard MEL tools developed by the YGA within the forms, including but not limited to, attendance sheets, registration forms, service provision surveys, and training evaluations.

The contractor should execute the MEL activities throughout the implementation of the training and suggest tools and approaches to measure the long-term impact.

The YGA MEL team will collaborate with the contractor and review, refine, finalize, and approve the MEL activities .

#### **USAID Marking and Branding Requirements**

The contractor must adhere to USAID Marking and Branding requirements throughout the implementation of this Task. All materials, publications, and communications produced under this agreement must properly display the USAID logo, Q2 Impact and partners, and must consult with YGA before producing or publishing. The offeror must adhere to the branding and marking requirements as specified in the USAID branding and marking guidelines.

The Offeror is responsible for ensuring that all training content, outreach materials, and any other deliverables meet the branding standards set forth by USAID. Compliance with these requirements is crucial for maintaining the integrity and visibility of USAID-funded initiatives. For social media or advertisements, the offeror should consult case-by-case with YGA before posting or sharing any information .

The Offeror shall coordinate with the Youth Grow Activity team to obtain the necessary guidance, logos, and branding guidelines to ensure consistent and accurate application of USAID branding and marking throughout the duration of this task.

Failure to comply with USAID Marking and Branding requirements may result in the rejection of deliverables and may impact the overall success of the project.

### Deliverables

The following deliverables are subject to modifications or changes by YGA upon signing the contract.:

#	Task	Deliverables	Format	Language	Due Date
D1	T-I	<ul style="list-style-type: none"> <li>• Training admission requirement Report</li> <li>• Trainer Manual</li> <li>• Trainee Manual</li> </ul>	MS Word/ And ppt format	English/ Arabic	One month after signing
D2	T-II	<ul style="list-style-type: none"> <li>• Documentation of youth eligibility criteria and screening process</li> </ul>	MS Word/ And ppt format	English/ Arabic	Two months after signing
		<ul style="list-style-type: none"> <li>• Youth training schedule and logistics arrangements (Cohort I)</li> </ul>	MS Word/ And ppt format	English/ Arabic	Two months after signing
	T-III	<ul style="list-style-type: none"> <li>• Youth Training Report (Cohort I)</li> <li>• MEL Forms filled (raw data and analyzed)</li> </ul>	MS Word/ And ppt format	English/ Arabic	Three months after signing
		<ul style="list-style-type: none"> <li>• Youth training schedule and logistics arrangements (Cohort II)</li> </ul>	MS Word/ And ppt format	English/ Arabic	Three months after signing
	T-IV	<ul style="list-style-type: none"> <li>• Youth Training Report (Cohort II)</li> <li>• MEL Forms filled (raw data and analyzed)</li> </ul>	MS Word/ And ppt format	English/ Arabic	Four months after signing
<ul style="list-style-type: none"> <li>• Develop Final report summarizing all deliverables using YGA report template.</li> </ul>		MS Word/ And ppt format	English/ Arabic	Five months after signing	
	T-V	<ul style="list-style-type: none"> <li>• MEL plan include relevant data collection tools to monitor and evaluate the implementation, such as but are not limited to pre-post assessment, long term evaluation tools.</li> </ul>	MS Word/ And ppt format	English/ Arabic	One month after signing

### LOCATION OF ASSIGNMENT

The Contractor shall conduct this assignment implementation and consultation activities must be physically in Jordan.

### REPORTING

The Contractor shall directly report to the Systems Strengthening Component Lead .

### ORGANIZATION'S QUALIFICATIONS

The Offeror shall have the following minimum qualifications to be considered for this consultancy:

1. The consultant should have experience in effectively communicating complex concepts to diverse audiences. This includes the ability to convey technical information in an accessible manner to stakeholders with varying levels of expertise.
2. Familiarity with the socio-economic and political context of Jordan, specifically related to youth employment challenges and opportunities, is highly beneficial.
3. Strong experience in **Remote work/ freelancing and/or AI**. This includes demonstrated experience in implementing **Remote work/ freelancing and/or AI** programs, especially for youth populations and proven record of successfully delivering **Remote work/ freelancing and/or AI** trainings in diverse cultural and socio-economic contexts.
4. Youth-Focused Experience: Specific experience working with youth and understanding their unique needs and challenges in different governorates in Jordan.

5. Collaboration and Coordination: Ability to collaborate effectively with other stakeholders, including MoY and youth centers, NGOs, and community organizations.
6. Cultural Competence: Cultural competence and sensitivity to address the diverse cultural backgrounds of the target youth population.
7. Training and Capacity Building: Experience in developing and delivering training programs, particularly for building the capacity of trainers or service providers in **Remote work/ freelancing and/or AI**.
8. Outcome Measurement and Evaluation: Proficiency in designing and implementing tools for measuring the outcomes and impact of **Remote work/ freelancing and/or AI**.
9. Innovative Approaches: Capacity to introduce innovative and evidence-based approaches in **Remote work/ freelancing and/or AI**.
10. Adaptability: Ability to adapt interventions based on the evolving needs of the youth and the community.
11. Resource Mobilization: Experience in resource mobilization, including securing funding for **Remote work/ freelancing and/or AI**.
12. Evidence of Past Success: Provide evidence of past successful projects, case studies, or testimonials related to **Remote work/ freelancing and/or AI**.
13. Ethical Standards: Adherence to ethical standards in the provision of **Remote work/ freelancing and/or AI**.
14. Staff Qualifications: Qualifications and experience of key staff members who will be directly involved in delivering **Remote work/ freelancing and/or AI**.
15. Strong verbal and written communication skills are essential. The consultant should be able to clearly articulate ideas and present findings in a compelling manner.
16. Available to travel and conduct required analysis within the agreed timelines.

Part 5: Evaluation Factors for Submitted Offers	الجزء الخامس: عوامل التقييم للعروض المقدمة																		
<b>Evaluation Criteria</b>	أسس التقييم																		
<p><b>Entiqal for Training “Partners for Good” will evaluate each offer on three phases as described below:</b></p> <p><b>If the bidders do not submit the three evaluation criteria below, they will receive a zero mark in the missing part.</b></p>	<p>ستقوم شركة انتقال للتدريب "شركاء للأفضل" بتقييم كل عرض من العروض المقدمة على ثلاثة مراحل كما هو موضح ادناه:</p> <p>إذا لم يقدم مقدمي العروض معايير التقييم الثلاثة ادناه، فسوف يحصل على علامة صفر في الجزء غير المكتمل.</p>																		
<p><b>Phase I: Initial Evaluation Criteria</b></p> <p>All bidders should pass the minimum requirement checklist in phase I in order to proceed to phase 2. Entiqal for Training “Partners for Good” will evaluate each offer as per the below table:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Initial Evaluation Criteria</th> <th style="text-align: center;">A</th> <th style="text-align: center;">N/A*</th> </tr> </thead> <tbody> <tr> <td>Attachments (A, B, C and D) are duly filled and signed</td> <td style="width: 30px;"></td> <td style="width: 30px;"></td> </tr> <tr> <td>Copy of legal registration and valid License</td> <td style="width: 30px;"></td> <td style="width: 30px;"></td> </tr> </tbody> </table>	Initial Evaluation Criteria	A	N/A*	Attachments (A, B, C and D) are duly filled and signed			Copy of legal registration and valid License			<p><b>المرحلة الأولى: التقييم الأولي / المبدئي:</b></p> <p>يجب على جميع مقدمي العروض اجتياز معايير التقييم الأولي/المبدئي في المرحلة الأولى من أجل المضي قدما الى المرحلة الثانية. ستقوم شركة انتقال للتدريب "شركاء للأفضل" بتقييم كل عرض على أساس الجدول التالي:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">معايير التقييم الأولي/المبدئي</th> <th style="text-align: center;">موجود</th> <th style="text-align: center;">غير موجود</th> </tr> </thead> <tbody> <tr> <td>المرفقات (A, B, C, D) معبئة بشكل صحيح وموقعة</td> <td style="width: 30px;"></td> <td style="width: 30px;"></td> </tr> <tr> <td>صورة عن شهادة التسجيل ورخصة المهن سارية المفعول</td> <td style="width: 30px;"></td> <td style="width: 30px;"></td> </tr> </tbody> </table>	معايير التقييم الأولي/المبدئي	موجود	غير موجود	المرفقات (A, B, C, D) معبئة بشكل صحيح وموقعة			صورة عن شهادة التسجيل ورخصة المهن سارية المفعول		
Initial Evaluation Criteria	A	N/A*																	
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معايير التقييم الأولي/المبدئي	موجود	غير موجود																	
المرفقات (A, B, C, D) معبئة بشكل صحيح وموقعة																			
صورة عن شهادة التسجيل ورخصة المهن سارية المفعول																			

Availability of all services required in the part 4 of the RFP that meet the required specifications.			توافر جميع الخدمات المطلوبة في الجزء الرابع في طلب تقديم العروض التي تلي المواصفات المطلوبة.
The proposal submitted before the deadline.			العروض مقدمة قبل الموعد المحدد.
The proposal includes technical offer			العروض تشمل العرض الفني/التقني.
The proposal includes financial offer.			العروض تشمل العرض المالي.
<p><b>*N/A: Not Available</b></p> <p>Any missing of the requested information will not be taken into consideration in the offer that is submitted.</p> <p><b>Phase 2: Technical Evaluation (80% of total mark):</b></p> <p>The bidders must obtain a technical evaluation result of not less than 65% of the total 80%, to qualify for phase 3.</p> <p>Entiqal for Training doing business as a “Partners for Good” will evaluate each offer quantitatively based on the following criteria:</p>			<p>أي نقص في المعلومات المطلوبة لن يتم النظر في العرض المقدم.</p> <p><b>المرحلة الثانية: التقييم الفني / التقني (80% من العلامة الكلية):</b></p> <p>يجب على مقدمي العروض الحصول على نتيجة في التقييم الفني / التقني لا تقل عن 65 % من إجمالي 80% , حتى يتأهل الى المرحلة الثالثة.</p> <p>ستقوم شركة انتقال للتدريب وتمارس أعمالها باسم منظمة “شركاء للأفضل” بتقييم كل عرض على أساس المعايير التالية:</p>
<p><b>A. Understanding of SOW and the Jordanian context (10 points).</b> The offeror demonstrated good understanding of the required work and tasks within the Jordanian context related the Youth Centers.</p> <p><b>B. Proposed Approach and Methodology (40 points),</b> the technical approach, implementation plan and methodology of how the Scope of Work will be conducted:</p> <p>i. Ability of applicant to demonstrate experience in creating creative, innovative, and value-added proposal (15 points).</p> <p>ii. Ability to create linkages between outcomes to have sustainable results. (15 points)</p> <p>iii. Risk and Mitigation plan (10 points)</p> <p><b>C. Relevant experience and qualifications related to tender (15 points).</b> Does the offeror have a good track record and necessary experience to conduct work similar in Jordan in terms of complexity, scope, depth, and magnitude. The offeror has the required qualifications to implement safely and with recognition the work required.</p> <p><b>D. Key Staff Qualification (15 Points):</b> Description of the Offeror’s staff assigned to the project. The proposal should describe the role the team members have and</p>			<p>أ. فهم نطاق العمل والسياق الأردني (10 علامة): أن يظهر المتقدم فهماً جيداً للمهام المطلوبة ضمن سياق التعامل مع المراكز الشبابية والسياق الأردني.</p> <p>ب. النهج العام والمنهجية المقترحة (40 علامة): يتضمن هذا الجزء النهج العام والمنهجية وخطة التنفيذ للقيام بالمهام المطلوبة حسب التالي:</p> <p>i. القدرة على تقديم منهجية تنفيذ إبداعية ومبتكرة وذات قيمة مضافة (15 علامة)</p> <p>ii. القدرة على إنشاء روابط بين نتائج المهام المطلوبة لتحقيق تكامل يضمن الوصول إلى نتائج عامة مستدامة (15 علامة)</p> <p>iii. تحليل المخاطر وخطة التخفيف/التكيف معها (10 علامات)</p> <p>ج. الخبرات والمؤهلات ذات الصلة (15 علامة): أن يكون لدى المتقدم (ين) الخبرات والكفاءات اللازمة والضرورية للقيام بالمهام المطلوبة مع مراعاة التجارب السابقة المماثلة للواقع الأردني، ونطاق ومهام العمل المطلوبة. أن يتمتع المتقدم (ين) بالمؤهلات اللازمة لتنفيذ المهام المطلوبة بشكل فعال.</p> <p>د. فريق العمل (15 علامة): وصف لفريق المشروع المعينين. يجب أن يقدم وصف دقيق للدور الذي سيقوم به كل عضو من أعضاء الفريق وطبيعة دورهم ووظيفتهم داخل الفريق وخلال</p>

<p>what their role and function will be within the team and throughout the implementation. The experience of staff members on similar projects should be articulated.</p>	<p>فترة التنفيذ. يجب توضيح خبرة أعضاء الفريق في مشاريع مماثلة.</p>
<p><b>Phase :3 Financial Evaluation (20% of the total mark):</b></p> <p>Only the bidders who have passed phase 1, will go directly to phase 2, and the financial offer will not be considered if the bidder does not pass the previous phase.</p> <p>Financial proposals shall be presented in Jordan Dinar using the enclosed <b>budget template (Attachment D)</b>.</p> <p>The offeror must exclude any applicable taxes such as VAT, as YGA is tax exempt.</p> <p>The organization has the right not to accept any of the offers submitted if it does not comply with the terms and instructions and the lack of funding sources if the value exceeds the expected estimates. The organization has the right to cancel any of the items to reach the estimated budget if possible.</p> <p>Entiqal for Training doing business as a “Partners for Good” will evaluate each offer quantitatively based on the following criteria:</p> <ol style="list-style-type: none"> <li><b>1. Realistic financial offer compared to items (5%):</b> We will consider the submitted financial offer and compare it to the market price. In addition to comparing the price with the existing allocated budget for this item.</li> <li><b>2. Credit facility (5%):</b> The company pays outstanding amounts within 30 days of receiving the invoice if technically approved. The time required to make payments is flexible and depends on the credit situation of the company (please inform us in the financial offer about the availability of credit facility services).</li> <li><b>3. The lowest Financial Offer (10%):</b> The lowest daily rate will be given 10%. The lowest financial offer is the basis of comparison, and based on that, the rest of the results will be given. Shortlisted "Consultant must submit a Contractor Employee Biographical Data Sheet."</li> </ol>	<p><b>المرحلة الثالثة: التقييم المالي (20% من العلامة الكلية):</b></p> <p>فقط مقدمي العروض الذين اجتازوا المرحلة الأولى، سينتقلون مباشرة إلى المرحلة الثانية، ولن يتم النظر إلى العرض المالي في حال لم يجتاز مقدم العرض المرحلة السابقة.</p> <p>يجب تقديم العروض المالية بالدينار الأردني. باستخدام نموذج الموازنة المرفق (مرفق D).</p> <p>يجب على مقدم العرض استبعاد أي ضرائب سارية مثل ضريبة القيمة المضافة، حيث أن مشروع تنمية الشباب معفى من الضرائب</p> <p>للمنظمة الحق بعدم قبول أي من العروض المقدمة في حال لم تلتزم بالشروط والتعليمات ولعدم توفر مصادر التمويل في حال كانت القيمة تفوق التقديرات المتوقعة. للمنظمة الحق في الغاء أي من البنود للوصول للميزانية المقدرة ان أمكن ذلك</p> <p>ستقوم شركة انتقال للتدريب وتمارس أعمالها باسم منظمة "شركاء للأفضل" بتقييم كل عرض على أساس المعايير التالية:</p> <ol style="list-style-type: none"> <li><b>1. واقعية العرض المالي مقارنة بالعناصر المقدمة (5%):</b> سيتم النظر إلى العرض المالي المقدم ومقارنته بسعر السوق بالإضافة إلى مقارنة السعر بالميزانية الموجودة والموافقة عليها لهذا البند.</li> <li><b>2. التسهيلات الائتمانية (5%):</b> تدفع الشركة المبالغ المستحقة خلال 30 يوم من استلام الفاتورة المقبولة فنياً. الوقت لتسديد الدفعات مرّن ويعتمد على الوضع الائتماني للشركة (يرجى اعلامنا في العرض المالي حول توافر خدمة التسهيلات الائتمانية).</li> <li><b>3. العرض المالي الأقل (10%):</b> العرض المالي الأقل سيتم منحه 10%، الأجر اليومي الاقل سيكون معيار المقارنة، وبناءً عليه تمنح باقي النتائج. "على المستشار تعبئة نموذج بيانات السيرة الذاتية"</li> </ol>

<b>Part6 : Terms of Agreement.</b>	الجزء السادس: مدة الاتفاقية.
The type of contract will be a short-term service provider agreement.	عقد تقديم خدمات قصير الأجل

**Attachments:**

**Attachment A – Evidence of Responsibility and Independent Price Determination Form**

**Attachment B – Biodata Form**

**Attachment C – Past Performance Reference Form**

**Attachment D – Budget Template**