



TERMS OF REFERENCE

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Table of Contents

1.	<i>BACKGROUND INFORMATION</i>	1
2.	<i>Research Objectives</i>	1
2.1	Overall Objective.....	1
2.2	Specific Objectives of This Contract.....	1
3.	<i>SCOPE OF THE WORK</i>	2
3.1	General project description	2
3.2	Specific activities.....	2
4.	<i>PROJECT MANAGEMENT, TIMING AND REPORTING</i>	3
4.1	Responsible body.....	3
4.2	Commencement date and period of execution	3
4.3	Reporting requirements.....	3
5.	<i>EVALUATION OF PROPOSALS</i>	3

1. BACKGROUND INFORMATION

Training and mentoring women in training to gain textile skill is one of the activities implemented under the "SpeakUp" project, by Iniciativa Kosovare per Stabilitet, funded by Solidar Suisse.

Employment is one of the main issues that must be invested in order to increase the well-being and create independence of citizens in a society. Its regulation by legal provisions should not only be covered from the theoretical aspect, but also on the implementation and ease of applicability. Kosovo regulates the labour relationship with the Labour Law, based on which the obligations and rights of the parties involved in this process are defined.

Although private sector continues to be very fragile, there are important branches in the industry of manufactures that are large in terms of potential, as well as the totality of products. As such, industry textile and its branches are pivotal for employment as one of the few industries that its exports are increasing, with clothing industry being spread all over Kosovo. Furthermore, the leather industry in Kosovo has its origins in the tradition of tanners for leather processing and shoe production and dates back to 1945. In 2019, Kosovo has exported 11.1 percent of textile production companies, with a total value of 7.87 million euros, mostly on CEFTA and EU countries.

While the labor relationship in Kosovo is regulated by the Labor Law, this is not reflected in its implementation, in particular to private sector. This applies to the textile sector as well. The problems are multiple, ranging from irregular contracts, breach of contract to lack of safety and health hazards in the workplace. The consequence remains directly in the quality and decent treatment of workers, making the activity of businesses many times more difficult. Work without a contract has made it challenging to follow developments in the market. Among other things, the consequences are directly related to the lack of addressing violations and discrimination in employment. Thus, in addition to being unprotected, workers in many cases do not even have the option of turning to the relevant authorities for injustices against them.

2. RESEARCH OBJECTIVES

2.1 Overall objective

Ensuring that social justice is guaranteed to all participants in the labor market, we aim to monitor the working conditions of the textile industry in Kosovo. By shedding light into the way workers in textile industry work, this action will strive to address the institutional framework shortcomings, hence, enabling relevant stakeholders to live up to their socially ascribed role and responsibility

This will be used by IKS as the basis for a policy/work strategy and a wider programme of support the textile industry and its working conditions in Kosovo.

2.2 Specific objectives of this contract

Through this activity, there are several steps that the company/expert/NGO needs to do:

1. Coaching and mentoring the groups to gain skills on cutting material, usin stitches, sewing and tailoring;
2. Support their development through the whole process;
3. Maintains contact with textile companies as potential employers;
4. Ensure that all burocreatic and administrative requirements are addressed;
5. Ensure that women workplace employment fits the working rights and decent job level;

The specific objectives of this contract are, therefore, to support IKS's efforts by the following means:



The contrator ensures all required materials for the training;



The contractor has the environment that offer pragmatic skills, such as equipment and other related issues;

3. SCOPE OF THE WORK

3.1 General project description

IKS intends to commission a local expert to support the identified potential women by coaching and mentoring them in textile skills such as cutting and sewing, as part of "SPEAKUP" project. IKS will coordinate this effort, but the expert would be responsible for organizing and communicating with the targeted audience. IKS reserves the right to review and approve the methodology and all instruments, guides, and or administrative procedures as necessary to comply with IKS procedures.

3.2 Specific activities

The contractor should have e detailed program of training, and prior experience in this is mandatory. Cooperation with donor funded organization is a priority.

The contractor should also take account of the 'SpeakUp' project's key target groups – and indeed should help the project team to define these better, both during the elaboration of the methodology of employment and, importantly, in the analysis of models. The aim is to provide a clear picture of the issue, by expressing and determining the training skills and employment.

The contractor will be responsible for developing an implementation plan for the research, which will cover, amongst other things:

- The modul's content
- geographical coverage;
- timing of implementation;
- instruments for delivering the training.

The draft methodology and implementation plan for this part of project, which should cover these and all other considerations important to the implementation of the training, including a module structure by

weeks, should form an important part of the proposal and will be a main feature in the adjudication process.

In the event, the successful Contractor will finalise all these details, including the make-up of sample, the geographic spread and any other related issue.

4. PROJECT MANAGEMENT, TIMING AND REPORTING

4.1 Responsible body

The Kosovar Stability Initiative as the organization implementing the project.

4.2 Commencement date and period of execution

The intended commencement period is 10th of April 2023 and the period of execution of the contract will be 60 days from this date. The training should be completed before the June 2023.

4.3 Reporting requirements

Within 5 days of signature of the contract the Contractor will submit a detailed implementation schedule, revised instruments, and sample in English detailing the methodology and implementation plans and timeframe for the project.

No longer than 10 days after completion of the training, the contractor will submit a concise report about the training module and the progress of participants. Contractor will then have 30 days following submission of report to question the findings and analysis and ask for any clarifications.

5. EVALUATION OF PROPOSALS

Consultant submitting proposals are invited to demonstrate their capability and credentials to offer these services (e.g. past experience in the field), set out their proposed methodological approach and quote a price for the services requested.

Evaluation factors will include: proposed cost of services, quality and detail of the proposal, integrity of the proposed methodology and integrity of the administration plan; the degree to which the proposals demonstrate knowledge and understanding of Kosovo's textile industry and challenges faced, and; the relevance and creativity of the proposed training content. IKS will select the proposal that demonstrates the best combination of price and proposed methodology/implementation plan.

The deadline for accepting offers is 1st of April 2023. All application should be sent at info@iksweb.org.