**Annex F-Statement of Works**

**Provision of the trainings and workshops to pre-school education institutions in 7 municipalities of Georgia**

The ***Danish Refugee Council (DRC)***is inviting all legally registered companies/organizations in Georgia to participate in tendering for Supply of the Services: Provision of the Trainings and workshops to pre-school education institutions on identified topics in 7 targeted Municipalities of Georgia in support of the efforts made by the Government of Georgia since 2016 to upgrade standards in this field in line with recently adopted legislation in 2 phases. Duration of Services should not exceed 10 months starting preferable in August 2020 and ending in April 2021.

The Present Invitation to Bid (ITB) falls under the project ***“Economic Participation, Housing and Social Infrastructure for IDPs and Host Communities”*** executed by DRC as an Implementing Agency with funds from the German Bank KfW (Kreditanstalt für Wiederaufbau) in the framework of the German financial cooperation with the Republic of Georgia. The whole project is implemented under the auspices of the Georgian Ministry of IDPs from the Occupied Territories, Health, Labor and Social Affairs, through its LEPL ‘IDPs, Eco-Migrants and Livelihoods Agency’.

Specifically, the present Call complements the construction and rehabilitation works which is currently being performed by DRC in the 7 targeted Municipalities of Georgia, in successive phases till the end of June 2021.

**Introduction**

The Danish Refugee Council (DRC), founded in Denmark in 1956, is Denmark’s largest and one world’s leading non-profit, independent, rights-based refugee organization.

Our vision is to assist refugees, internally displaced people and their host communities to a dignified life. We protect lives and human rights and empower beneficiaries throughout conflict displacement by providing shelter, food, and hope in terms of work, education and integration towards a sustainable future.

Since 1998, programs in Georgia are designed through a “protection lens”, ensuring that all activities integrate protection principles. As such, we will continue to work on expanding our knowledge and ensure durable solutions are provided to IDPs, returnees and host communities, and as well as make IDPs, returnees, host communities and persons in a refugee-like situation aware of and actively claim their rights, through legal assistance and awareness raising.

The main DRC donors in Georgia in 2020 are the German bank of Reconstruction and Development KfW (Kreditanstalt für Wiederaufbau), GIZ and the European Union.

The programs mainly focus on the following core sectors of intervention in line with DRC mandate to provide durable solutions to displaced populations of concern:

* Livelihoods (self-reliance, small-business and SME development, Social enterprise development, work placement etc)
* Shelter and small-scale infrastructure (construction and rehabilitations work)
* Access to pre-school education and community services
* Access to rights and basic freedoms/protection (legal aid assistance)
* Capacity-building and technical assistance to the duty bearers at central and regional level.

**Project:** Economic participation, housing and social infrastructure for IDPs and host communities

Donor: KfW (Kreditanstalt für Wiederaufbau)

**Subject****:** Delivery of trainings to pre-school education institution’s staff in targeted kindergartens and the representatives of pre-school education management agencies in respective municipalities in two phases

**Targeted institutions**:

* ***Phase 1:*** KG #1 in Zugdidi municipality, KG #2 in Khoni Municipality and KG # 5 in Poti municipality and the respective pre-school education management agencies.
* ***Phase 2:*** 5 newly constructed KGs in Tskaltubo, Kutaisi, Qareli, Zugdidi and Marneuli Municipalities and respective pre-school education management agencies.

**Timeframe:** Duration of the Services is expected to last 10 months (August 2020-May 2021) with possibility of extension

**Objective of the Assignment:**

The objective is to improve quality of teaching methodology and general learning environment in the sector of pre-school education which is regarded as foundations for lifelong learning and development in targeted locations of Georgia with a high concentration of IDPs in a general contribution to IDP integration in country. Considering importance of Early childhood education and care for the future society development, the training program should address the current gaps in the sector and provide new skills that makes the pre-school education staff more competent.

* **Specific objective 1**

To analyse and evaluate the outcomes and practices of the work performed by local stakeholder in the sector of pre-school education in all targeted institutions and share the achievements and challenges, difficulties encountered and their solutions, while elaborating recommendations for further actions and creation the network for future cooperation of pre-school education institutions.

* **Specific objective 2**

To promote the child's personal development and preparation for school and future life, through capacity building of the pre-school education personnel for better understanding of the child's individuality and psychological peculiarities including key aspects of inclusive education.

**Methodology to be applied**

The selected service provider will be responsible to rationalize and set the appropriate framework and the training methodology in order to meet the given objectives. The content should describe the ways or the actual methods to get the work accomplished including gap analyses of the sector, interviews with the stakeholders, pre-school education experts or pre-school education staff to obtain required, comprehensive information for designing a tailor-made training program.

**Required Deliverables:**

1. To design and conduct a relevant training program for pre-school education institutions including 8 kindergartens in 7 targeted Municipalities and corresponding 7 pre-school education management agencies in Georgia (directors, teachers, educators, caregivers and the representatives from the respective municipal pre-school education management agencies);
2. To design and organize workshops on defined topics in accordance with the Georgian law for KG directors, teachers, educators, caregivers, parents and representatives from the pre-school management agencies;
3. To provide psychological consultations to the kindergarten personnel based on the identified needs;
4. To organize inter-vision or professional inter-consultation sessions between the counterparts from targeted pre-school education institutions;
5. To include in the training program the main aspects of inclusive education considering the individual necessities of children regardless of their physical, cognitive, sensory, social, emotional or other particularities;
6. To summarize key recommendations and share with municipal pre-school education agencies for further replication;
7. To develop and share a manual for kindergarten personnel for further use;
8. To develop and share memorabilia for parents for the involvement of the both parents in child development process;
9. To develop final report on delivered services.

**Required Qualifications and Experience**

The successful training service provider would have high academic qualifications and extensive experience in the design and delivery of the trainings in the field of early childhood development, particularly focused on the capacity building of pre-school education institutions’ personal.

* At least 10 years of practical experience in designing and delivering the trainings/psychological workshops/inter-vision sessions/consultations or other relevant activities in the field of early childhood education;
* Strong familiarity with Georgian early and pre-school education legislative framework and systems and experience of cooperation with pre-school education institutions including the Ministry of Education, Science, Culture of Sport of Georgia, Municipal Pre-school Education Management Agencies or Kindergartens;
* Experience in developing the methodology, manuals or guidelines in the field of pre-school education;
* Excellent inter-personal communication skills including experience of facilitation of trainings/workshops and presentations in the sector of early childhood development;
* Experience in working with IDPs, marginalized communities and a clear understanding of the dynamics of displacement in Georgia;
* Ability to travel to numerous municipalities in Georgia including Zugdidi, Poti, Kutaisi, Khoni, Tskaltubo, Marneuli and Qareli.