

## Design and implementation of a group of workshops to exchange knowledge between universities

<b>Project title:</b> “Promoting the role of youth as active change-makers in addressing climate change in Egypt through education” (UNIGREEN)	
<b>Service:</b>	Organize 12 two-day workshops (two workshops per region) to exchange knowledge between universities
<b>Location of the assignment</b>	The project targets 10 public universities all over Egypt
<b>Duration of the implementation:</b>	Two years
<b>Project Overall objective:</b> Uni-Green seeks to reinforce the role of youth as key actors in raising awareness, advocating, and directly addressing local climate change challenges in Egypt. Uni-Green promotes youth participation in climate change mitigation through an engaging multistake holder (universities, the private sector, community-based organizations, and government) process that enables collaboration among key stakeholders in the climate change space. Uni-Green aims to enlarge youth participation in addressing climate change by supporting youth led innovative entrepreneurial solutions with technical and financial support. The project enables interested youth to communicate alternatives and recommendations in a drafted policy paper on the role of youth in tackling climate change through community-based learning.	
<b>Project Specific objectives:</b> The overall objective of Uni-Green is to promote the role of Egyptian Universities as active civil society organizations to advance youth participation in climate change mitigation. Uni-Green aims to mobilize youth groups and empower civil society organizations (represented in this project by public and not-for-profit universities) to increase their participation in mitigating and adaptation efforts and helping to build capacity to mainstream climate change and environmental sustainability within the higher education system.	
<b>Tender objectives</b> This activity seeks to maintain a similar performance level among all ten participating universities through the regular exchange of knowledge and practices. One workshop will be conducted in each of the predetermined regions per semester (two semesters per academic year). (1 workshop x three locations x 2 semesters x 2 academic years).	
<b>The services provided by the service provider should include the following:</b> Each workshop will bring together both TAs and professors from the participating universities of the same region (approximately 20 participants) for a duration of two days. Adopting a participatory approach, the workshop aims to: <ul style="list-style-type: none"> <li>A) Promote consistency among the universities through the exchange of knowledge, best practices and lessons learned.</li> <li>B) Assess the progress of each university and provide additional support as needed.</li> </ul> The knowledge exchange workshops will be into two phases:  <b>Phase one (Pilot) 1<sup>st</sup> academic year (Q4 – Q8):</b> the workshops will facilitate regular reflection and the exchange of knowledge between the participating professors and TAs,	

the process will include support from the lead consultants on the process, discussion on the possibilities for enhancing the modules and exchange of experiences.

**Phase two (Expansion) 2<sup>nd</sup> academic year (Q8 -Q12):** the workshop will discuss the lessons learned from the first phase and empower the participating professors and TAs to expand the experience to a larger group of TAs in their departments. Successful professors will be recognized as key speakers in the closing event of the action (**Activity 3.1.2.2**) and will be awarded in the ceremony for best performance and contribution to the action success. During the closing event they will elaborate on their plan to carry further their initiatives in an attempt to mainstream the CBL modules across the universities.

### **Deliverables**

The below table outline the key objectives of the 4 workshops (4 workshops x 3 regions =12)

<b>Workshop</b>	<b>Key objective</b>
Workshop 1	- Reflection on the implementation of the CBL modules and exchange of knowledge among the participants
Workshop 2	- Reflections on the overall achievements during the academic years per university - Mapping best practices for the case study - Discussions on the expansion opportunities for the next academic year
Workshop 3	- may include new TAs based on previous agreement with the professors. - Discuss proposed plans for expansion of the CBL program in the faculty led by the professors. - Identify support required from the action to boost the activities on the ground (networking, partnership, additional technical support, etc.)
Workshop 4	- Reflect on the progress of the expansion plan and documentation of best practices

### **Experience / selection and award criteria**

1. At least 5 years of general professional experience in community development and capacity-building programs
2. At least 5 years of proven experience in designing and implementing training.
3. At least 3 years of experience with EU projects.
4. Proven experience in similar projects in Egypt
5. The consultant will need to demonstrate experience and expertise in climate change education, holding comprehension and experience about the complex problems faced, the approach to tackling the climate crisis, and the significant transformational changes required.
6. The consultant should also be aware of how to develop training for participants, emphasizing what learners are expected to learn and do and implementing the main learning outcomes, standards, and core competencies that students must demonstrate with the course.

**Contract management**

The Selected applicant will work closely with the project manager and the technical committee in a participatory working approach to achieve qualitative results

**Commencement date & Period of execution**

Assumed start of assignment December 2022

**Remuneration**

- The payment will be pegged on deliverables.
- The payment will be based on pre-finance and installments.
- The service provider should submit a payment request/invoice

**The technical offer should contain the following documents:**

- Profile and Past performance and proven track record professional experience.

**General requirements that should be followed /Application Process**

- The service provider shall comply with the terms and conditions of this tender which is an integral part of this tender, and all are complementary to each other.
- The offer should be sent with reference to the name of the project “Promoting the role of youth as active change-makers in addressing climate change in Egypt through education” (UNIGREEN)
- The documents of technical and financial offers should be signed.
- To the start of the contract within one day of approval of an offer
- The contracting authority has the right to reject any tender that doesn't contain the required data in mentioned in this tender.
- The validity period of the tender is 3 months from the date of opening of the technical offer and the contracting authority has the right to request an extension of tender if needed.
- All conditions are obligatory and in case of any violation of conditions the offer will be excluded.
- Communications are an integral part of the terms of the agreement.
- The offer should be submitted in two separate sealed envelopes (financial-technical) signed and the outer envelope must bear the Contract number and the title of the project, together with the full name and address of the applicant, and the words "Not to be opened before the opening session".
- Offers must be submitted in a sealed envelope by registered mail, private courier service, or by hand delivery (a signed and dated certificate of receipt will be given to the deliverer) at the address below:

**(Life Makers Foundation - Egypt) 3 Al -Mashtal Street, Nile Corniche. Maadi - Cairo. the second floor in the name of Mr. Sayed Abdullah  
Procurement management official**

استاذ سيد عبد الله - مسئول ادارة المشتريات - مؤسسة صناع الحياة مصر  
٣ شارع المشتل، تقسيم الشيشيني. كورنيش النيل. المعادي القاهرة. الدور الثاني

- Last date for submitting offers on 30 Nov 2022 at 12 pm. No offer will be accepted after the due date.
- All written communications for this tender procedure, offers and contract must be in English.