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## **CALL FOR PROPOSALS**

**For Implementing Partner for implementation of**

**WIN for women and men – strengthening  
comprehensive security through innovating and  
networking for gender equality**

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**REFERENCE NUMBER: IP-SEC/03/2023**

**Date of Issuing: 7 February 2023**

**Date of closure: 28 February 2023**

## BACKGROUND

As the largest regional security organization in the world, the OSCE has an important role to play in addressing holistically the existing gaps and challenges in gender equality and linking them to comprehensive security. The 2004 Action Plan for the Promotion of Gender Equality (MC.DD/14/04) recognizes that equal rights of women and men and the protection of their human rights are essential to peace, sustainable democracy, economic development and therefore to security and stability in the OSCE region.

The OSCE's multi-year, comprehensive project "*WIN - Women and Men Innovating and Networking for Gender Equality*" is designed to promote gender equality as a necessary prerequisite for achieving and maintaining stable, prosperous and peaceful societies in the OSCE area. The project aims to accelerate the implementation of the OSCE 2004 Action Plan for the Promotion of Gender Equality and the Women, Peace and Security Agenda.

This is done through developing high-quality evidence on the nexus of gender and security and will focus on the women, peace and security agenda, the economic and environmental dimension and combating violence against women and girls (VAWG) with the aim of positively changing policy and practice in participating States. The project strengthens existing and creates new networks of female and male gender advocates in governments and civil society in order to foster and enhance an inclusive dialogue in the OSCE region.

The project works across three thematic pillars, including the pillar on Women's Participation in the Economy and Environment. Under this pillar, activities are developed in the area of women's inclusion in the digital economy.

WIN also implements activities in Ukraine and neighbouring countries that aim to empower Ukrainian women in the context of war and displacement.

### 1. OBJECTIVES

The OSCE Secretariat Gender Issues Programme is seeking to engage a qualified implementing partner – a non-governmental organization working in the field of women's participation in the digital economy. The selected implementing partner will work with the OSCE Secretariat in its efforts to implement the project WIN for women and men – strengthening comprehensive security through innovating and networking for gender equality, with specific focus on the project's outcomes in response to the war in Ukraine. Such efforts will include the following elements:

*WIN Objective 2: To enhance the influence of women change-makers in the development, mediation and other processes at local, national, and regional levels in areas of comprehensive security.* Specific Digital Empowerment Objective: Digital empowerment of Ukrainian women.

Intended target groups are women from Ukraine, both based in Ukraine and in neighbouring countries. Efforts should be made to include women from disadvantaged groups (national minority women, women with disabilities, women from rural areas, young women).

These activities are expected to be implemented in a **12-month period, starting in April 2023.**

## 2. EXPECTED OUTPUTS

The Implementing Partner is expected to develop and deliver, in consultation with the OSCE Secretariat and with the Secretariat's input, the following activities:

- Conduct a mapping/research on the needs of Ukrainian women (both in Ukraine and refugees) for enhancing their skills and capacities in the digital sphere; (not exceeding 25,000 Euros)
- Based on the results, provide training opportunities for women online, with possible in-person modules (25,000-50,000 Euros)
- Design and implement mentoring programme for Ukrainian women (25,000 -50,000 Euros)

**Timeframe: 12 months**

### **Budget:**

The OSCE Secretariat welcomes proposals up to **100,000 euros**, specified by output/activity. The final budget and activities will be agreed upon based on the availability of funds and in consultation with the implementing partner.

## 3. QUALIFICATIONS OF THE IMPLEMENTING PARTNER (mandatory requirements)

The OSCE Secretariat is hereby seeking proposals for action from non-governmental organizations active in the field of women's participation in the digital economy in Eastern Europe to implement the priority actions defined above.

3.1. Applicant Implementing Partner should possess the following qualifications:

- Non-governmental (not for profit) organizations; Public institutions (i.e. publicly funded entities used and operated for public purposes, including educational institutions); and UN agencies and other public international organizations);
- At least 5 years of experience with developing and implementing successful projects on women's economic empowerment in the digital sphere;
- At least 5 years of experience with capacity building for women in the digital field;
- Experiences in preparing, facilitating and implementing mentorships programmes, in particular in the field of the digital economy;
- Demonstrated results in terms of career opportunities and employment for women involved in projects;
- Geographic coverage including Ukraine and neighbouring countries.

## 4. APPLICATION PROCEDURE

4.1. The submitted offer must be completed in English.

4.2. The applicant must attach the following documents to the Implementing Partner (IP)

### **Technical Proposal**

- 1) Confirmation of legal status and a copy of the registration document;
- 2) Copy of Mission Statement/Programme in the original language of the document and in English;

- 3) Copy of the Statute in the original language of the document and in English;
- 4) Listing of all Board Members with CVs if available;
- 5) CVs for proposed project staff;
- 6) List of previously implemented projects preferably with reference letters;
- 7) Copies of the most recent financial statements;
- 8) Evidence of a legally registered bank account.

4.3. The **Financial Proposal** shall cover all direct expenses to be incurred for performing the services as specified, including, but not limited to the cost of the remuneration of the IP’s personnel and all other compensations as well as other direct costs such as travel costs – if any - incurred by the IP for the purpose of performing the services; and shall show a detailed cost breakdown per price categories. Please note that overhead expenses (such as day-to-day operational expenses, including rent, utilities, insurance, interest payments, non-cash items, fines, penalties, etc.) will not be covered by the OSCE.

4.4. The total budget for this IP call shall not exceed **100,000 Euros**

4.5. The Public Call document include this document (ToR)

Applicants must **apply in English**. Hand-written applications will not be accepted.

Applications (Technical Proposal and Financial Proposal) must be delivered in separate, password protected PDF files to [ipcalls-at-osce.org](mailto:ipcalls-at-osce.org) on or before **28 February 2023, 17:00 CET (local Vienna time)**.

Any application submitted **after the deadline** at 17:00 CET on 28 February, 2023 will be automatically **rejected**.

## 5. CRITERIA FOR SELECTION

Applications deemed to have met the minimum requirements will be subject to quantitative evaluation by the OSCE, which will be carried out in accordance with the Evaluation Matrix below.

### Evaluation Matrix

Criteria	Weight
<b>1. Competencies / Sector Expertise and Experience</b> [required specific skills, sector specialty and expertise, ongoing programme in the area of operation, experience working with local communities].	<b>40</b>
<b>2. Project Management</b> [ability to deliver project objectives and accountability mechanisms. Experience in management of various scale projects; experience with managing projects with international organisations]	<b>20</b>
<b>3. Organisational Structure and Operational Capacity</b> [knowledge and human resources. The level of human resources is sufficient to run a successful project. Staff possess the required qualifications.]	<b>20</b>
<b>4. Financial Capacity</b> [sound financial management in project implementation (focus on scale and relevance of projects implemented). Sustainable financial position; the maximum amount of money the organization has ever managed/number of projects and resources currently managed]	<b>20</b>
<b>Maximum Total Score</b>	<b>100</b>

## **6. FINAL PROVISIONS**

### **Please note**

- The OSCE reserves the right to accept or reject any proposal, and to annul, in whole or in part, or to suspend the process and reject all proposals at any time prior to the signing of the Implementing Partner Agreement, without thereby incurring any liability to the affected organization or any obligation to inform the affected firm or firms of the reasons for the OSCE's action.
- Nothing in or relating to this Call for Proposals shall be deemed a waiver, expressed or implied, of any of the privileges and immunities of the OSCE.

## **7. FURTHER INFORMATION**

Please address all your queries or questions in writing to [ipcalls-at-osce.org](mailto:ipcalls-at-osce.org) up to 5 days before the submission deadline and kindly refrain from any telephone calls or personal visits.