



This project is funded by the EU

Combating unemployment
through partnership of local
actors



Combating unemployment through partnership of local actors

Grant Contract No. 2016/377-748

TERMS OF REFERENCE

Activity: 6.1 active labour market measures

“Combating unemployment through partnership of local actors”

EU-funded grant implemented by SIR

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1. Project background information

1.1. Beneficiary country

The beneficiary country is Bosnia and Herzegovina (BiH).

1.2. Project overall objective

Terms of Reference of the EU financed project "*Combating unemployment through partnership of local actors*" has foreseen a number of activities in order to combat unemployment through support of rural development and increase of competitiveness of local economy.

1.3. Specific objective

To support new employment and creation of new entrepreneurs through development of partnership of local actors in Kupres.

1.4. Project results

- ✓ Result 1. Centre for rural development of Kupres established
- ✓ Result 2. Training programmes developed for the existing and new farmers (coming from vulnerable groups)
- ✓ Result 3. 20 unemployed persons (from vulnerable categories) become self-employed in livestock breeding
- ✓ Result 4. 10 persons gain new skills and get employment in the new factory

2. Description of the service

Measures for support of unemployed in form of covering of individual costs for administrative procedures in registration of business and support in drafting formal documents as well as provision of mentoring in running their business. This will ensure professionalism and sustainability of agricultural producers businesses and official registration of employment. The provider is expected to demonstrate supporting documents from the beneficiaries proving the obtained support.

2.1. Requested services

- Covering of individual costs for administrative procedures in registration of business;
- Support in drafting formal documents (application for registration of farmers businesses, development of business plans) ;
- Provision of mentoring in running business (regular visits, checking monitoring documentation in production, identifying possible risks and preventing them) .



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2.2. Required outputs

- Monthly reports of the support provided;
- Monthly list of participants to whom the support has been provided.

3. Requirements for the Contractor

The Contractor is required to prove a capacity of having a staff with at least 5 years' experience in running a business related to agricultural production, employing staff with university degree in agriculture and preferably livestock background.

4. Selection criteria.

The lowest price with all criteria fulfilled from this ToR.

5. Location and duration

The service will take place in municipality Kupres, Bosnia and Herzegovina and is foreseen to begin in June 2018 and end in September 2018.

6. Deliverables and reporting

The Contractor will be required to execute the service with due diligence, in accordance with the best practices. The Contractor will report to the Project Manager, Ms. Katarzyna Zapała represented on sight by Ms. Jelena Jovanovic – Financial officer and Mr. Nedžad Hadzialic - Project Assistant.

All outputs should be submitted by e-mail to the Project Manager within the deadlines indicated by the Project Manager.

7. Submission of the proposals

The financial offer together with supporting documents should be submitted to Ms. Jelena Jovanovic - Financial Officer , j.jovanovic@sir.com.pl until 15.06.2018.