



Dialogue for inclusive evidence-based policy development in Albania (ideAL)

Terms of reference

"Editing and publication services for 'Policy-followers or Policy-makers'
Publication"

Project Title:	Dialogue for inclusive evidence-based policy development in Albania
Subject of the contract:	Editing and publication services for 'Policy-followers or Policy-makers' Publication
Contracting Authority:	Co-PLAN, Institute for Habitat Development

1. Introduction

“Dialogue for inclusive evidence-based policy development in Albania’ (hereinafter referred to as ideAL) is an EU funded project jointly implemented by Co-PLAN, Institute for Habitat Development (Albania) and the European Policy Center (Belgium).

The project which started in January 2020, with a foreseen duration of 42 months, aims to contribute to the improvement of public policy dialogue in Albania, through strengthening policy dialogue in reform processes, and by facilitating engagement and dialogue between central and local state institutions and non-state actors. In more specific terms ideAL aims to facilitate interaction and collaboration between state actors and non-state actors and support structured and evidence-based policy dialogue in reform processes; to establish a capacity development platform to support non-state actors in areas related to public policy formulation, policy budgeting, implementation, monitoring, and evaluation; and, to set up a communication and learning platform on policy dialogue, to drive policymaking efforts, promote results, good practices, lesson learned, and continuous improvements.

The direct beneficiary and the main target group of the project are non-state actors including civil society organisation, think tanks carrying out policy analysis and advocacy on reform processes and EU, research institutes, independent researchers, journalists; and non-state actors including the Parliament of Albania and line Ministries, where sector reforms are being implemented and EU budget support is received, and the Ministry responsible for EU integration.

In the process, ‘ideAL’ has supported 21 initiatives to influence the policy-making cycle, from non-state actors including organizations or individuals. You can familiarize yourself with the supported initiatives below or by visiting www.ide-al.org.

2. Objective

In order to document and promote these processes, a publication will be prepared to document some of the most impactful policy recommendations, policy proposals, and policy papers.

3. Scope of Work

In line with the assignment objective, a series of video clips is planned consisting of the following:

- Edited materials (including copyediting, line editing, proofreading and if need be substantive editing);
- Print in line with technical specifications as provided by the contracting authority;



1. Time frame

Timeframe for delivering the specified outputs is April – June 30, 2023.

2. Qualification requirements for the Consultant

3.

The Consultant should have:

- Sufficient technical capacities and previous experience.

4. Deliverables

- Edited materials (including copyediting, line editing, proofreading and if need be substantive editing);
- Print in line with technical specifications as provided by the contracting authority;

5. Award Criteria

The best price-quality ratio is established by weighing technical quality against price on an 80/20 basis.

6. Application procedure

All documentation is to be submitted by Marc 30, 2023 electronically to the following addresses: co-plan@co-plan.org, aida_ciro@co-plan.org.

By submitting an offer you accept to receive notification of the outcome of the procedure by electronic means.