



United Nations
Educational, Scientific and
Cultural Organization

Organisation
des Nations Unies
pour l'éducation,
la science et la culture

Contract for Services

Request for Quotation

Reference: UNE/RFQ/Delivering Short-Term Skill Training to mitigate the impact of COVID-19 under the Project '*Strengthening the responsiveness, agility and resilience of TVET institutions in the post-COVID-19 era*'

14 January 2021

Request to submit a written quotation/proposal for a work assignment with UNESCO

UNESCO is inviting written proposals from Contractors (Institutions or Companies) for the work assignment described in attachment A.

To enable you to prepare a proposal for this assignment, please find attached the following documents:

- (a) Terms of Reference (see attachment A);
- (b) UNESCO's contract templates for 'Contract for Services', the contracting modality to be used for the assignment (attachment B);

Interested applicants are invited to submit their written proposal that includes:

- (a) *An overall approach and detailed plan with timeframe for delivering the project intervention as specified in Attachment A;*
- (b) *Links to examples of previous projects undertaken that are of similar nature;*
- (c) *The organizational profile and the profiles or CV's of experts and mentors involved;*
- (d) *A Detailed financial estimate in USD or EUR.*

Your proposal and any supporting documentation must be provided in English.

UNESCO places great emphasis on ensuring that the objectives of the work assignment, as described in the Terms of Reference, are

met. Accordingly, in evaluating the proposals for the assignment, attention will focus first and foremost on the technical elements. From those proposals deemed suitable in terms of the criteria in the Terms of Reference, UNESCO shall select the proposal that offers the Organisation best value for money.

Your proposal should be submitted by e-mail no later than **16:00** on **27 January 2021**.

The e-mail address is: ka.barrientos@unesco.org

Thank you for your interest in this UNESCO assignment; and we look forward to receiving your proposal.