

Terms of reference (ToR) for the procurement of services below the EU threshold

CONFIDENTIAL

Development and implementation of a training programme on the integration of MHPSS and Peacebuilding in Ethiopia	Project number/ cost centre: G-012172-001.00
	Tender number 10044698

0.	List of abbreviations	2
1.	Context.....	3
2.	Tasks to be performed by the contractor	5
3.	Concept.....	9
	Technical-methodological concept	9
	Project management of the contractor (1.6)	10
	Further requirements (1.7).....	10
4.	Personnel concept.....	10
	Team leader	11
	Short-term expert pool 1 with minimum 2, maximum 4 members	12
	Short-term expert pool 2 with minimum 4, maximum 8 members	12
5.	Costing requirements	13
	Assignment of personnel and travel expenses	13
	Sustainability aspects for travel	14
	Workshops, events and trainings.....	16
6.	Inputs of GIZ or other actors.....	16
7.	Requirements on the format of the tender	16

0. List of abbreviations

AG	Commissioning party
AN	Contractor
AVB	General Terms and Conditions of Contract for supplying services and work
CSO	Civil Society Organisatoin
DwP	Dealing with the Past
FK	Expert
FKT	Expert days
IDP	Internally Displaced Person
KZFK	Short-term expert
MHPSS	Mental Health and Psychosocial Support
S2TJ	Support to Transitional Justice in Ethiopia
ToRs	Terms of reference
VA	Victims Organisation

1. Context

The “Support to Transitional Justice” project (S2TJ) in Ethiopia” is a technical cooperation project implemented by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ). The project started in June 2024 and runs until November 2027. The objective of the project is: “state and civil society actors are in a better position to implement the peace process with regard to designing a victim-centred transitional justice (TJ) process and promoting gender justice at national, regional and local level in Ethiopia.” This includes advising and supporting existing governmental institutions in setting up new state institutions and elements in the justice system to ensure the TJ process is implemented in line with international human rights standards. The political partner of the project is the Ministry of Justice (MoJ), which is the key institution for implementing the Ethiopian Transitional Justice Policy that was adopted in April 2024.

The four output areas of the S2TJ project are:

- (1) The capacities of state actors with regard to the design of a victim-centred and gender-responsive TJ process have improved.
- (2) The technical and organisational capacities of civil society actors have been strengthened in terms of their participation in the victim-centred and gender-responsive design of the TJ process.
- (3) The technical and process-related capacities of state actors in the selected regions have been strengthened with regard to improving gender justice in the implementation of the peace process.
- (4) The technical and institutional conditions needed for civil society and state actors to be able to offer psychosocial measures and measures related to dealing with the past in a gender-responsive manner for the local implementation of the peace process in the selected regions have improved.

Ethiopia has experienced multiple and overlapping crises in recent years, including armed conflict, widespread displacement, intercommunal violence and social fragmentation. These crises have had profound effects on the mental health and psychosocial wellbeing of individuals and communities, while simultaneously weakening social cohesion, trust in institutions and relationships between communities. Survivors of violence, grave human rights violations, including conflict-related sexual violence (CRSV), internally displaced persons (IDPs), returnees and host communities continue to experience trauma, grief, insecurity and exclusion. At the same time, unresolved grievances and social divisions continue to challenge reconciliation and sustainable peace.

Against this backdrop, there is increasing recognition that Mental Health and Psychosocial Support (MHPSS) and peacebuilding are mutually reinforcing rather than separate fields of intervention. Psychological distress, trauma and the breakdown of social relationships can undermine dialogue, reconciliation and peacebuilding efforts. Conversely, continued insecurity, social divisions and unresolved conflict reduce the effectiveness of MHPSS interventions by limiting individuals' ability to recover and communities' capacity to rebuild supportive social networks. Sustainable recovery therefore requires integrated approaches that simultaneously promote individual wellbeing, social cohesion and peaceful coexistence. The integration of MHPSS and peacebuilding is increasingly recognised in international policy and practice, including the IASC Guidelines on Mental Health and Psychosocial

Support in Emergency Settings, which emphasise conflict sensitivity, the "Do No Harm" principle, participation, inclusion and locally led approaches. Similarly, peacebuilding approaches increasingly recognise the importance of addressing trauma, psychosocial wellbeing and healing as prerequisites for sustainable peace. Integrating these approaches contributes to more effective programming by addressing both the psychological consequences of conflict and the social, political and relational dimensions that influence conflict dynamics.

Rather than treating MHPSS and peacebuilding as parallel sectors, an integrated approach recognises that interventions should reinforce one another across different levels of society. At the individual level, interventions strengthen psychosocial wellbeing, resilience, empathy and emotional regulation. At the family and community level, integrated approaches promote dialogue, social cohesion, reconciliation, collective healing and inclusive participation. At the societal level, they contribute to rebuilding trust in institutions, supporting transitional justice processes, promoting memorialisation and strengthening inclusive governance and peaceful conflict transformation. Likewise, integration should extend across humanitarian, recovery and longer-term development programming to ensure continuity and sustainability.

Within Ethiopia, these linkages are particularly relevant in light of ongoing recovery efforts and the implementation of the country's TJ policy. TJ seeks to address past violations through processes such as truth-seeking, reparations, accountability, memorialisation and guarantees of non-recurrence. These processes are inherently linked to psychosocial wellbeing and social healing, as they aim not only to acknowledge past harm but also to rebuild trust, strengthen relationships between communities and support long-term reconciliation. Integrating approaches related to MHPSS, peacebuilding and dealing with the past (DwP) can therefore enhance the effectiveness of both recovery and TJ initiatives.

These interlinkages are rather new to the Ethiopian context, and while they might be applied indirectly or unconsciously, many practitioners working in MHPSS, peacebuilding, and TJ continue to operate within sector-specific approaches and have limited practical guidance on how to operationalise integrated programming. Existing training materials are often not adapted to the Ethiopian context, insufficiently reflect the country's diverse conflict histories and cultural contexts, or do not adequately address regional realities, local conflict resolution mechanisms, faith-based approaches, gender dynamics or differing perceptions of mental health and psychosocial wellbeing.

The GIZ S2TJ project already supports integrated programming through community-based MHPSS interventions, livelihood support, community dialogues, awareness raising, victim-centred approaches and activities that strengthen social cohesion and DwP. GIZ S2TJ has provided 10 small grants to local civil society organisations (CSOs) in Afar, Tigray, Amhara and South-West Region to implement projects on this intersection, and more partnerships with local organizations and survivor associations in additional regions (such as the Somali Region) will follow. In addition, GIZ S2TJ aims to build the capacity of local and regional governments as well as MHPSS providers on putting the integration of DwP, peacebuilding and MHPSS into practice.

To further institutionalise and localise the integration of MHPSS, peacebuilding and DwP, the project intends to develop a comprehensive, context-specific capacity development programme for Ethiopia.

The assignment will therefore develop an integrated training curriculum and practical training materials tailored to the Ethiopian context. The curriculum will build on international best practices while incorporating regional conflict dynamics, local capacities, local conflict resolution and reconciliation mechanisms, cultural and religious perspectives, gender-

responsive and survivor-centred approaches, and conflict- and trauma-sensitive methodologies. It will target practitioners working in MHPSS, peacebuilding and TJ, including CSOs, victim associations (VAs), religious and community-based actors, while also providing an adapted awareness-raising workshop for government stakeholders.

By equipping practitioners with practical tools, methodologies and context-specific approaches, the project aims to improve the design and implementation of interventions that simultaneously promote psychosocial wellbeing, social cohesion, dialogue, reconciliation and sustainable peace across Ethiopia's diverse regional contexts. A particular emphasis will be placed on participatory approaches, localisation, inclusion of women, youth and marginalised groups, and the development of practical tools for monitoring and evaluating the outcomes of integrated MHPSS and peacebuilding interventions.

2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

The contractor will be responsible for designing and delivering a comprehensive capacity building programme on the practical integration of MHPSS, Peacebuilding, and Dealing with the Past for practitioners and stakeholders in Ethiopia. The contractor will undertake the following tasks:

Work package 1: Conceptualisation and contextualisation of MHPSS, DwP and Peacebuilding Integration in Ethiopia

The contractor shall conduct a conflict- and trauma-sensitive contextual analysis to inform the design of the integrated MHPSS and Peacebuilding training programme. The analysis shall be presented to GIZ S2TJ in form of a comprehensive analysis report, covering the following aspects:

- Analyse how the linkages between MHPSS, trauma recovery, peacebuilding, and DwP is (informally) already put into practice (informally) in the implementation regions of the Project (Afar, Tigray, Amhara, and with consideration for South-West and Somali Region), or have potential to be put into practice, and identify opportunities on how the integration can be further strengthened and implemented. This shall be done by conducting a brief analysis of conflict dynamics, the psychosocial impact of conflict, the coping mechanism employed by affected individuals but also local government, CSOs, MHPSS providers and other relevant stakeholders in each respective regional context.
- Review relevant (international) literature, research, policies, strategies, guidelines and existing training materials related to MHPSS, peacebuilding and transitional justice, including best practices from other relevant international contexts, and select and analyse approaches and methods that are relevant to Ethiopia.
- Review existing policies, strategies, (regional) frameworks and coordination mechanisms regarding MHPSS, peacebuilding and transitional justice in Ethiopia to identify practical instructions, institutional opportunities or barriers and the overall context for the integration of MHPSS, peacebuilding and DwP in Ethiopia.
- Develop a methodology and tools for a participatory, in-person capacity assessment and implement the assessment in each target region through interviews and consultations with relevant stakeholders to identify existing capacities, needs and gaps.
- Map relevant stakeholders, including government institutions, civil society organisations, victims' organisations, religious/ community-based organisations and international partners, and analyse their roles in MHPSS, peacebuilding and transitional justice processes.

- Identify and assess existing approaches, methodologies, tools and training materials for MHPSS, peacebuilding and reconciliation, and evaluate their suitability for an integrated capacity development approach for the specific regional contexts of Ethiopia.
- Identify conflict-affected target groups requiring MHPSS support, as well as stakeholders with significant influence on conflict dynamics, social cohesion and peacebuilding processes at community level in each target region.
- Develop practical recommendations to inform the design of the training curriculum, capacity development approach and subsequent implementation of integrated MHPSS and Peacebuilding interventions.

Note: the collection of personal data is not foreseen under this assignment. The contractor shall collect and store all data in an anonymized way without collecting or storing any personal data.

Work package 2: Development of Training Curriculum and Materials

Building on the findings and recommendations of WP 1, the contractor should develop a comprehensive, context-specific and practical training curriculum for the integrated application of MHPSS, Peacebuilding and DwP in Ethiopia. The curriculum should be conflict-sensitive, trauma-informed, gender-responsive and adapted to the different regional contexts and target groups. It should primarily target local practitioners, CSOs, VAs and other regional actors involved in providing MHPSS, peacebuilding and transitional justice-related services and include a shorter awareness-raising training package for regional government officials:

- Develop a comprehensive training curriculum and handbook on the integrated application of MHPSS, Peacebuilding and DwP, tailored to the Ethiopian context and the specific needs of the target regions.
- Develop training packages for the respective target groups, including:
 - (i) a comprehensive capacity development curriculum for local practitioners, CSOs, VAs and other regional actors; and
 - (ii) a concise awareness-raising training package for regional government officials, focusing on key concepts, principles and the importance of integrated MHPSS and Peacebuilding approaches.
- Design practical training modules, facilitation guides, learning materials, tools, exercises and case studies for practitioners working with conflict-affected communities.
- Ensure that the curriculum and training materials integrate trauma-informed, conflict-sensitive, survivor-centred and gender-responsive approaches, and apply culturally appropriate methodologies.
- Adapt the curriculum and training materials to the different regional conflict dynamics, conflict histories and capacities, and address the needs of diverse conflict-affected and marginalised groups, including women, children, internally displaced persons (IDPs) and other vulnerable populations.
- Develop practical tools to support the integration of MHPSS, Peacebuilding and DwP into programme design and implementation.
- Develop context-appropriate indicators to monitor and measure the effectiveness and outcomes of integrated MHPSS, Peacebuilding and Dealing with the Past interventions.
- Develop training evaluation tools, including pre- and post-training assessments and participant feedback mechanisms, to measure learning outcomes and inform future adaptation of the curriculum.

- Develop all training curriculum, manuals and supporting materials in English. Conduct a quality assurance review of the translated materials into Amharic, Afar and Tigrinya **(delivered by a separate translation contractor)** to ensure the accuracy of technical terminology, consistency of content and cultural appropriateness prior to their use during the trainings.
- Update and finalise the training curriculum, manuals and supporting materials, as required, based on participant feedback, training evaluations and lessons learned from the implementation of the training programme.

Work package 3: Launching and Delivery of Capacity Building Training

The contractor shall deliver the training programme developed under WP 2 for selected stakeholders in the four target regions and Addis Ababa. The training programme shall comprise (i) a basic training (approx. 3 days) and an advanced follow-up training (approx. 2 days) for MHPSS and Peacebuilding practitioners as well as local governmental health actors (Bureau of Health) and (ii) an awareness-raising training (approx. 2 days) for regional government officials. The basic training can be expanded to relevant regional and federal government officials if assessed as appropriate by the contractor.

The first basic training shall serve as a first pilot, after which the training curriculum and training material shall be adapted based on the participants' feedback. The training curriculum and material will be subject to adaption based on participants' feedback until translation starts.

This work package includes:

- Deliver a basic and an advanced follow-up training for MHPSS and Peacebuilding practitioners in each target region and Addis Ababa. Participants may include representatives of CSOs, VAs, counsellors, community-based organisations, religious leaders and potentially relevant governmental actors.
- Deliver a shorter awareness-raising training for regional government officials on the principles, relevance and benefits of integrated MHPSS, Peacebuilding and DwP approaches.
- Facilitate interactive and participatory training sessions that strengthen participants' practical knowledge and skills to integrate MHPSS, dialogue, social cohesion, reconciliation and community healing approaches into their work.
- Provide practical guidance on the design and implementation of integrated, conflict-sensitive, trauma-informed and survivor-centred interventions.
- Support participants in developing organisation-specific action plans or activities to apply the integrated approaches within their institutions, programmes and communities.
- Measure capacity development and knowledge improvement via pre- and post tests.
- Facilitate peer learning, reflection and exchange of experiences among participants to strengthen collaboration and regional networks.
- Once the main capacity building package is delivered, the contractor shall deliver a **launching workshop in Addis Ababa** to present both the findings of the contextual analysis and the capacity assessment, as well as findings from training evaluations, and to present the final training package to relevant MHPSS, peacebuilding and transitional justice stakeholders from government, the civil society, and practitioners.

Work package 4: Coaching, Follow-Up, and Learning

The contractor shall support the practical application and institutionalisation of the knowledge and skills acquired during the training programme through follow-up coaching, technical support and structured learning processes:

- Provide tailored follow-up coaching and technical support to selected training participants through virtual and/or in-person mentoring sessions, based on identified needs.
- Support participants in applying integrated MHPSS, Peacebuilding and DwP approaches within their organisations and programmes, including advice on addressing implementation challenges.
- Facilitate reflection and peer-learning sessions with training participants to document experiences, challenges, lessons learned and opportunities for improvement.
- Identify and document emerging good practices, success factors and remaining capacity gaps related to the integration of MHPSS, Peacebuilding and DwP.
- Develop recommendations for strengthening the sustainability and further institutionalisation of integrated approaches among partner organisations and relevant stakeholders.

Work package 5: Documentation and Reporting

The contractor shall document the implementation and outcomes of the assignment and submit the final deliverables to the project team:

- Prepare a final report summarising the implementation of the assignment, participant feedback, key lessons learned and recommendations for future capacity development.
- Submit the final, revised versions of the training curriculum, manuals, facilitation guides, training tools and supporting materials, incorporating agreed revisions following the training implementation, where applicable.
- Provide concise recommendations to inform the further integration of MHPSS, Peacebuilding and Dealing with the Past approaches within the project.

The contractor shall supply the following deliverables:

- Methodology for contextual analysis and capacity assessment, including updated workplan with clear timelines
- Analysis report on the conceptualisation and contextualisation of MHPSS, DwP and Peacebuilding Integration in Ethiopia, including a capacity assessment
- First draft of training curriculum, manuals, and accompanying materials such as PPP
- Final draft of training curriculum, manuals, and accompanying materials such as PPP, adapted based on feedback from S2TJ team and training participants.
- Review, quality control, and approval of translation of training curriculum, manuals, and accompanying materials such as PPP into Afar, Tigrinya and Amharic (done by a separate contractor)
- Delivery of at least 3 rounds of training
- PPPs, agenda and participant list for launching workshop
- Delivery of mentorship support
- Final report on the entire assignment

Certain milestones, as laid out in the table below, are to be achieved during the contract term:

Milestones/process steps/partial services	Deadline/place/person responsible
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Kick off meeting and onboarding	First week after the beginning of assignment/ virtual and Addis Ababa/ contractor
Presentation of methodology for contextual analysis and capacity assessment, including updated workplan with clear timelines	Four weeks after the beginning of assignment/ virtual and Addis Ababa/ contractor
Analysis report on the conceptualisation and contextualisation of MHPSS, DwP and Peacebuilding Integration in Ethiopia, including a capacity assessment	Eight weeks after the beginning of the assignment/ virtual, Addis Ababa, Afar, Tigray, Amhara pt. Somali and South-West / contractor
First draft of training curriculum, manuals and materials (PPP) are finalised.	Ten weeks after the beginning of the assignment/ virtual, Addis Ababa, Afar, Tigray, Amhara pt. Somali and South-West / contractor
Submission of final training curriculum, manuals and materials.	Twelve weeks after the beginning of the assignment/ / virtual, Addis Ababa, Afar, Tigray, Amhara pt. Somali and South-West / contractor
First round of the trainings (basic trainings) and awareness-raising workshops are implemented.	18 weeks after the beginning of the assignment/ virtual, Addis Ababa, Afar, Tigray, Amhara pt. Somali and South-West / contractor
Second round of trainings (follow-up trainings) are implemented.	26 weeks after the beginning of the assignment/ virtual, Addis Ababa, Afar, Tigray, Amhara pt. Somali and South-West / contractor
Quality assurance of translation of modules is concluded.	15 weeks after the beginning of the assignment/ virtual, Addis Ababa, Afar, Tigray, Amhara pt. Somali and South-West / contractor
Launching workshop implemented	27 weeks after the beginning of the assignment/ Addis Ababa / contractor for content and S2TJ team for logistics
Mentorship support has been provided.	40 weeks after the beginning of the assignment/ virtual, Addis Ababa, Afar, Tigray, Amhara, pt. Somali and South-West / contractor
Submission of final report.	End of August 2027

Period of assignment: from 15 October 2026 until 31 August 2027.

3. Concept

In the tender, the tenderer is required to show *how* the objectives defined in Chapter 2 (Tasks to be performed) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the tenderer must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The tenderer is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1 Context) (1.1.1). Following this, the tenderer presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (see Chapter 2 Tasks to be performed) (1.1.2).

The tenderer is required to present the actors relevant for the services for which it is responsible and describe the **cooperation (1.2)** with them.

The tenderer is required to present and explain its approach to **steering** the measures with the project partners (1.3.1) and its contribution to the **results-based monitoring system** (1.3.2).

The tenderer is required to describe the key **processes** for the services for which it is responsible and create an **operational plan** or schedule (1.4.1) that describes how the services according to Chapter 2 (Tasks to be performed by the contractor) are to be provided.

Project management of the contractor (1.6)

The tenderer is required to explain its approach for coordination with the GIZ project. In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail.

The tenderer is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates (duration and expert days) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule.

Details about backstopping:

The tenderer is required to describe its backstopping concept. The following services are part of the standard backstopping package, which (like ancillary personnel costs) must be factored into the fee schedules of the staff listed in the tender in accordance with Section 3.1 of the GIZ AVB:

- Service-delivery control
- Managing adaptations to changing conditions
- Ensuring the flow of information between the tenderer and GIZ
- Assuming personnel responsibility for the contractor's experts
- Process-oriented steering for implementation of the commission
- Securing the administrative conclusion of the project

Further requirements (1.7)

The tenderer is required to present its conceptual understanding of the integration of Mental MHPSS and Peacebuilding, including the guiding principles, methodologies and approaches that will inform the assignment.

Furthermore, the tenderer is required to describe how gender-responsive, conflict-sensitive, trauma-informed and survivor-centred approaches will be systematically integrated throughout the assessment, curriculum development, training delivery and coaching components of the assignment.

4. Personnel concept

The tenderer is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

Team leader

Tasks of the team leader

- Overall responsibility for the advisory packages of the contractor (quality and deadlines), especially of work packages 1, 2 and 5
- Ensuring the delivery of all tasks and deliverables as described in chapter 2 of the ToR
- Personnel management and steering assignments and supporting local and international short-term experts
- Ensuring deadlines are met in a timely manner
- Maintain regular communication and cooperation with the GIZ S2TJ team

Qualifications of the team leader

Education/training (2.1.1): university degree (German 'Diplom'/Master) in Psychology, Social Sciences, Sociology, Political Science or Peace and Conflict Studies.

Language (2.1.2): C2-level language proficiency in English

General professional experience (2.1.3): 7 years of professional experience in research on peace and conflict/ peacebuilding and MHPSS in conflict or crisis settings

Specific professional experience (2.1.4): 7 years in designing MHPSS and Peacebuilding interventions and training programmes

Leadership/management experience (2.1.5): 6 years of management/leadership experience as project team leader or manager

Regional experience (2.1.6): 5 years of experience in projects in Sub-Saharan Africa

Development cooperation (DC) experience (2.1.7): 5 years of experience in DC projects

Other (2.1.8): Experience in designing and conducting similar assignments on the integration of peacebuilding and MHPSS, demonstrated by 3 reference projects

Key expert 1

Tasks of key expert 1

- Overall responsibility for the advisory packages of the contractor (quality and deadlines), especially of works 2, 3 and 4
- Coordinating and ensuring communication with GIZ, partners and others involved in the project
- Personnel management, in particular identifying the need for short-term assignments in and coordinating expert pool 2 within the available budget, as well as planning and steering assignments and supporting local short-term experts
- Overseeing the local implementation of the work packages

Qualifications of key expert 1

Education/training (2.2.1): university degree (German 'Diplom'/Master) in Psychology, Social Sciences, Sociology, Political Science or Peace and Conflict Studies

Language (2.2.2): C2 -level language proficiency in English and Amharic

General professional experience (2.2.3): 7 years of professional experience in programming and implementing MHPSS interventions in conflict settings

Specific professional experience (2.2.4): 5 years of professional experience in programming and implementing peacebuilding interventions in conflict settings

Leadership/management experience (2.2.5): 2 years of leadership experience

Regional experience (2.2.6): 7 years of relevant professional experience in Ethiopia, of which 2 years are spent in Amhara, Afar, and/or Tigray regions of Ethiopia
Other (2.2.8): Experience in similar assignments with a focus on the integration of peacebuilding and MHPSS, demonstrated by 2 reference projects

Short-term expert pool 1 with minimum 2, maximum 4 members

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of the short-term expert pool

- Delivering technical expertise and input for the contextualization of the topic and capacity assessment (work package 1)
- Development of Training Curriculum and Training manuals (work package 2)
- Ensuring deadlines are met in a timely manner
- Maintain regular communication and cooperation with the GIZ S2TJ team

Qualifications of the short-term expert pool

Education/training (2.6.1):

1 expert with university qualification (German 'Diplom'/Master) in Social Sciences, Sociology, Political Science, Development Studies or Peace and Conflict Studies,

1 expert with university qualification (German 'Diplom'/Master) in Psychology

Language (2.6.2): all experts with C2-level language proficiency in English

General professional experience (2.6.3):

1 expert with 6 years of professional experience in the peace and conflict/peacebuilding sector,

1 expert with 6 years of professional experience in the psychiatric sector

Specific professional experience (2.6.4):

1 expert with 5 years of professional experience in designing peacebuilding interventions and development of training tools and approaches,

1 expert with 5 years of professional experience with the planning and implementation of MHPSS in conflict settings.

Regional experience (2.6.5): all experts with 5 years of experience in Sub-Saharan Africa.

Short-term expert pool 2 with minimum 4, maximum 8 members

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of the short-term expert pool

- Implementing the local contextualization and contributing with technical input and local expertise to the development of the training manuals (work packages 1 and 2), under the leadership of Key Expert 1
- Delivering the trainings and workshops as listed above in a participatory, trauma-sensitive, gender-responsive way (work package 3)
- Providing coaching and mentoring to training participants (work package 4)
- Reviewing translations of the training manuals and respective training materials

- Ensuring deadlines are met in a timely manner
- Maintain regular communication and cooperation with the GIZ S2TJ team

Qualifications of the short-term expert pool

Education/training (2.7.1): All experts with university qualification (German 'Diplom'/Master) in Psychology, Social Work, Social Sciences, Sociology, Development Studies, Political Science or Peace and Conflict Studies

Language (2.7.2):

All experts with C2 -level language proficiency in Amharic

All experts with B2-level language proficiency in English

1 expert with C2-level language proficiency in Tigrinya,

1 expert with C2-level language proficiency in Afarinya,

1 expert with C2-level language proficiency in Somali

General professional experience (2.7.3): All experts with 3 years of professional experience in the implementing and planning interventions in the area of peacebuilding and/or MHPSS

Specific professional experience (2.7.4): All experts with 3 years of professional experience in capacity development in the development sector and delivering trainings and workshops

Regional experience (2.7.5): All experts with 3 years of experience in Ethiopia (region),

1 expert with 1 year of experience Tigray region,

1 expert with 1 year of experience Afar region,

1 expert with 1 year of experience Amhara region,

1 expert with 1 year of experience Somali region,

Development cooperation (DC) experience (2.7.6): all experts with 2 years of experience in DC

The tenderer must provide a clear overview of all proposed short-term experts and their individual qualifications.

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

Team skills

Initiative

Communication skills

Socio-cultural skills

Efficient, partner- and client-focused working methods

Interdisciplinary thinking

5. Costing requirements

Assignment of personnel and travel expenses

Per diem allowances are reimbursed as a lump sum up to the maximum amounts permissible under tax law for each country as set out in the country table in the circular from the German Federal Ministry of Finance on travel expense remuneration (downloadable from the [German Federal Ministry of Finance – tax treatment of travel expenses and allowances for international business travel as of 1 January 2026 \(GERMAN ONLY\)](#)).

Accommodation allowances are reimbursed as detailed in the specification of inputs below.

With special justification, additional Accommodation costs up to a reasonable amount can be reimbursed against evidence.

All business travel must be agreed in advance by the officer responsible for the project

Sustainability aspects for travel

GIZ has undertaken an obligation to reduce greenhouse gas emissions (CO₂ emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with a higher CO₂ efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

CO₂ emissions caused by air travel must be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

There are many different providers in the market for emissions certificates, and they have different climate impact ambitions. The [Development and Climate Alliance \(German only\)](#) has published a [list of standards \(German only\)](#). GIZ recommends using the standards specified there.

Specification of inputs

Fee days	Number of experts	Number of days per expert	Total	Comments
Team Leader	1	17	17	Overall responsibility for the advisory packages of the contractor (quality and deadlines), especially of work packages 1, 2 and 5
Key Expert 1	1	65	65	Overall responsibility for the advisory packages of the contractor (quality and deadlines), especially of works 2, 3 and 4
Expert Pool 1	2-4	10-20	40	Main contribution to work packages 1 and 2
Expert Pool 2	4-8	17 - 34	136	Main contribution to work packages 3
Travel expenses	Quantity	Number per expert	Total	Comments
CO₂ compensation for air travel	1		3 120 EUR	A fixed budget of EUR 3.120 is earmarked for settling carbon offsets against evidence.

Fixed travel budget	1		21 800 EUR	A budget is earmarked for travel to the following countries: Ethiopia and the regions Amhara, Afar, Tigray and Somali. A fixed budget of EUR 21.800 is earmarked for settling travel expenses against evidence. This includes approx. two international return flights to Ethiopia; approx. 24 national return flights; approx. 75 per-diem allowances; approx. 75 accommodation allowances; transportation allowance and visa fees for international experts. The costs are reimbursed in accordance with the country table in the GIZ travel expense guidelines - per diem allowances as a lump sum and accommodation against proof (max. EUR 44,00 per diem allowance, max. accommodation allowance of EUR 159,00), all other travel and travel-related costs against proof. All trips must be agreed in advance with the GIZ project manager. Travel costs must be kept as low as possible. You can find further information on the travel expense budget in the 'Price schedule' document. Please use the 'Explanations' column in the price schedule to break down the individual items. Settlement is possible only until the budget is depleted.
Other costs	Number	Price	Total	Comments
Flexible remuneration	1	EUR 15.000	EUR 15.000	A budget of EUR 15.000 is foreseen for flexible remuneration. Please incorporate this budget into the price schedule. Use of the flexible remuneration item requires prior written approval from GIZ.
Workshops	15	EUR 1.600	EUR 24.000	Please calculate a budget for workshops taking the following

				cost items into account: venue and catering for each workshop, if needed local transport and accommodation allowance for participants who require travel
Other costs	1	EUR 1.500	EUR 1.500	The budget contains the following costs: procurement of workshop materials.

Workshops, events and trainings

The contractor implements the following workshops/training courses:

- Basic training on the integration of MHPSS and peacebuilding: approx. 5 3-day trainings, one in Addis Abeba, four regional trainings, approx. 18 participants
- Follow-up training on the integration of MHPSS and peacebuilding: approx. 5 2-day trainings, one in Addis Abeba, four regional trainings, approx. 18 participants
- Awareness-raising workshop: approx. 5 2-day workshops/trainings, one training in Addis Abeba, four regional workshops, approx. 10 participants
- **EXCEPTION: all costs related to the launch workshop in Addis Ababa will be carried by GIZ S2TJ**

The contractor is responsible for the logistics, including booking of the venue and arranging catering. Additionally, the contractor should reimburse local travel costs, including transportation costs for participants and accommodation, if required due to longer distances to the venue.

6. Inputs of GIZ or other actors

GIZ will make the following available:

- GIZ will be responsible for the **printing, layout, and design** of publications directly related to contractor's assignment, e.g., the layout and printing of the training manuals. All decisions regarding the format, design, and final production of such materials will be made jointly between GIZ and the contractor and are subject to GIZ's final approval.
- Regarding workshop logistics, GIZ will cover the costs related to the **launch** workshop in Addis Ababa only.
- For the two workshops in Addis Ababa, GIZ will cover flight costs for national flights for workshop participants in case they occur.
- **Translations:** GIZ will hire the translators who will translate the English training manuals and related materials into the respective regional languages.

7. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToR. In particular, the detailed structure of the concept (Chapter 3) should be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). The tender must be legible (font size 11 or larger) and clearly formulated. It must be drawn up in English.

The complete tender must not exceed 10 pages (excluding CVs). If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered.

The CVs of the personnel proposed in accordance with Chapter 4 of the ToRs must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed 4 pages each. They must clearly show the position and job the proposed person held in the reference project and for how long. The CVs can also be submitted in English.

Please calculate your financial tender based exactly on the parameters specified in Chapter 5 Quantitative requirements. The contractor is not contractually entitled to use up the days, trips, workshops or budgets in full. The number of days, trips and workshops and the budgets will be contractually agreed as maximum limits. The specifications for pricing are defined in the price schedule.