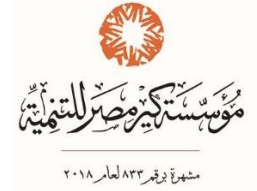




CARE Egypt Foundation

Terms of Reference

Technical Proposal Writers



CARE Egypt Foundation (CEF):

Care Egypt Foundation for Development is a civil institution registered in the Central Administration of Associations at the Ministry of Social Solidarity with the number “833 for the year 2018” and its address is 5 Asmaa Fahmy Street - Fifth Floor (Plot No. 1 - Square Y) Qesm 1st Nasser City, Cairo, Egypt, and that the institution is subject to the provisions of the law regulating the practice of civil work No. 149 of 2019. CARE Egypt Foundation for Development is building on the legacy and expertise of CARE International in Egypt since 1954, by designing, implementing and managing development programs and projects aimed at helping the neediest communities in Egypt, by building strategic partnerships with the government sector, the private sector and the private sector, to help in Meeting the basic needs and improving the quality and standard of life in a sustainable manner and consistent with the culture, reality and the local and national context.

The Foundation focuses its interventions and designs its programs in the areas of economic and social empowerment of Egyptian women, developing and improving the educational environment, supporting the agricultural sector, especially small farmers, improving government performance and supporting confidence-building processes among development partners through the application of tools and methodologies for governance and social accountability, through investing energies and ideas And adopt initiatives that are in line with the development and improvement of the economic and living conditions of these communities to deal with addressing the root causes of poverty.

The Foundation is also committed to strengthening the role of the local civil society by including it as a partner in all the Foundation's projects in a manner that ensures building its capabilities and enabling it to play the developmental role required in the government's sectoral and geographical development plans and programs.

The Foundation works on extracting the most important international experiences in all areas of development, and presenting them in the local and national contexts, in addition to working to shed light and disseminate local experiences at the global level, in order to benefit from global experiences and present Egyptian development models to interested and actors at the global level.

Women’s Rights Program

The Women’s Rights (WR) Program is designed to empower poor and marginalized women in Egypt who suffer from rights’ violation. Its impact goal is: By 2025, poor women in Egypt especially in Upper Egypt are empowered and enjoying a better quality of life, having attained their rights. In order to achieve this goal, the program works with both the duty bearers in government and civil society, as well as rights bearers, women themselves, to address discriminatory attitudes and behavior towards women and girls.

The WR program works with the duty bearers to support their role to protect and uphold the rights of women, and also with the women to encourage them to understand voice and demand their rightful entitlements. The program works on three domains (agency, relations and structure) in order to empower poor women in Egypt to gain their rights. Through the focus on agency, women’s self-esteem



and confidence are built, and women have increased financial independence to fulfill their potential as productive and income-earning members of their households and society. In addition, when power relations (families) are gender sensitive whilst tackling all forms of gender-based violence (GBV) within and outside the household, and when structures (social norms or laws) particularly in the area of personal status, domestic violence are reformed, passed and implemented, gender equality can be achieved.

The program has three themes, which are:

1. Tackling Gender-based Violence (GBV).
2. Women's Social and Economic Empowerment.
3. Engaging Men and Boys (EMB).

Objective of the Assignment:

Develop and write a technical proposal.

Scope of Work:

1. Writing up and delivering a Proposal Writing
2. Submitting the draft to CEF for review and discussion
3. If necessary, conducting a second meeting for discussing modifications and refinement.
4. Participating in any project meetings with the team to facilitate the process of writing the proposal.
5. Write- up and submission of the final version
6. CEF will be responsible for providing any annexes or material which could help in developing and writing the proposal.

Consultant is Qualifications:

Technical Requirements

- Working experience with international & National organizations
- Good knowledge of gender and women rights business in Egypt
- Previous experience in Progress Report writing.

Consultancy Level of Effort

The assignment should be completed within a reasonable timeframe while meeting the agreed-deadlines.



Coordination and Reporting:

The Consultant will report on progress to the program director, who shall within 7 working days of receipt notify the Consultant of its decision concerning the documents or reports received, giving reasons should s/he reject the reports or documents, or request amendments.

Conditions of Implementation:

Interested applicants should submit the following documents in their offers:

1. A capabilities statement of the consultant or brief description of relevant (similar) consultancies that would qualify for this assignment.
2. A work sample of a previous evaluation assignment with a similar scope
3. Consultant CV

Financial Proposal: The financial proposal should include a breakdown of the cost elements to assist in determining the rationale of the given rates. CARE will withhold applicable taxes and deposit the funds with the applicable for tax authorities under this agreement

Payment Details and Schedule:

All payments (done within 20 working days from invoice submission) and linked with deliverables. No down payment (advance) is provided.

CARE Egypt foundation will withhold applicable taxes and deposit the funds with the applicable for tax authorities under this agreement. Thus the financial proposal should include all taxes