

Terms of Reference

Consultant for Research and Logistical Support in DesenreDatos II

Free media, free expression, free societies.

DW Akademie is Germany's leading organization and provider of international media training and the development of free media. We offer individual and group training, further training for journalists and publicly financed long-term projects. We are part of Deutsche Welle and work with partners in more than 70 countries around the world to strengthen the human right to freedom of expression, access to information and the promotion of standards for independent journalism.

For the DesenreDatos II project, part of GIZ's Ecuador SinCero II program, we are looking for a company or individual with experience and extensive knowledge of the Ecuadorian media context, regional stakeholder mapping and logistical capacity to implement activities in the regions: Sierra Norte, Amazon, Coast and Austro. The project is funded by the German Federal Ministry for Economic Cooperation and Development (BMZ).

The activities and deliverables are foreseen in two work packages corresponding to two phases of the project:

Work Package 1: Research Support

- **Stakeholder mapping:** Creation of a mapping of local media, communication teachers, journalists and communicators in the project's prioritized territories including Sierra Norte: Ibarra, Quito and surrounding areas; Coast: Manta, Guayaquil, Esmeraldas and surrounding areas; Amazon: Puyo and related Amazonian areas; Austro: Cuenca, Loja and surrounding areas). The deliverable includes the relevance of the mapped actors in relation to the central theme of the project: the quality of public services. Additionally, it describes conditions of the media for capacity building in data journalism and promoting interaction with the audience on the prioritized topic. It is expected that the information gathering will be conducted through desk research, direct interviews (digital or in person), and networking with local media. DW Akademie will provide a guiding matrix with criteria for the stakeholder mapping.
- **Availability of information about public services in Ecuador:** A general scan of information, including the public databases and description of accessibility conditions. General research on citizens' perception of public services and their quality in the prioritized territories. It includes databases published by civil society organizations and journalists and mentions the main sources of information and databases.
- **Scan of logistical costs for project activities:** General description of prices in the prioritized territories, where the project will carry out three or four workshops: Manta, Puyo, Ibarra y Cuenca. The deliverable should be based on quotations for accommodation, food, stationery, rooms for the workshops and transport for the approximately 15 participants.

Duration: 20 working days.

Approximate dates: starting on April 18 and ending on May 16, 2024.

Budget: 2.000 EUR

Work Package 2: Logistical Support

- Compilation of at least three comparable bids, according to the administrative requirements of DW Akademie and GIZ, from suppliers of: accommodation, food, stationery, transportation, and rooms for the implementation of training workshops for local journalists in the three selected locations of the prioritized territories.
- Assist in the selection and contracting of suppliers to provide services in each location.
- Follow-up on the compliance and quality of the implementation of the services provided by each supplier in each city, before and during the workshops, as well as the provision of invoices and evidence in accordance with the transparency criteria. Apoyo logístico para la movilidad y acomodación de los participantes, docentes y staff en las actividades de cada localidad.
- Logistical support for the mobility and accommodation of participants, trainers, and staff in the project activities of each location.
- Registration of lists of participants with signatures of attendance, meals, and reimbursement of transportation costs, if applicable. Photographic evidence of services provided by suppliers as evidence of the execution of funds for accountability purposes.
- General logistical support during the workshops in Quito and selected locations of the prioritized territories.
- All activities will be carried out under the coordination, approval, and follow-up of DW Akademie.

Duration: 20 working days.

Approximate dates: Starting June 1, and ending August 5, 2024.

Budget: 2.000 EUR

Please send your technical and financial proposal to patricia.noboa-armendariz@dw.com and johana.moreno@dw.com. The proposal must include at least the following information: *date and time of validity of the offer, full name / company name, physical address, contact phone, email, as well as a very precise text describing the proposal of the service you will provide with the activities, methodology and format of deliverables as evidence, total value, in euros, and signature.*

Deadline for submission of applications: April 15, 2024.

We are committed to diversity and equal opportunities.