

Planning, organisational and consultancy services as well as trainings for the project **ict@innovation - Capacity Building in Innovative Information and Communication Technologies through Free and Open Source Software in Africa** (2008-2010)

Public competition (VOL/A § 3 Nr. 1 IV) **National tender for freelance services**

InWent – Qualified to Shape the Future

InWent – Capacity Building International, Germany, is a non-profit organisation with worldwide operations dedicated to human resource development, advanced training, and dialogue. Our capacity building programmes are directed at experts and executives from politics, administration, the business community, and civil society. We are commissioned by the German federal government to assist with the implementation of the Millennium Development Goals of the United Nations. In addition, we provide the German business sector with support for public private partnership projects. Through exchange programmes, InWent also offers young people from Germany the opportunity to gain professional experience abroad.

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a) Name/address of the department/agency which invites to tender and awards the bid:

InWent - Internationale Weiterbildung und Entwicklung gGmbH, Balthas Seibold / Petra Hagemann, Abt. 4.04,
Friedrich-Ebert-Allee 40, 53113 Bonn
Email: balthas.seibold@inwent.org and petra.hagemann@inwent.org

b) Type of award: tender for freelance services with public competition

Note: Application will be open to consultants/consultancy companies, appointing several trainers, as well as to single experts, applying individually.

c) Aim and specification of the project:

Object of the award are services within the project: „ict@innovation - Capacity Building in Innovative Information und Communication Technologies through Free and Open Source Software in Africa" (2008-2010), financed by the German Federal Ministry for Economic Cooperation and Development (BMZ).

The objective of the ict@innovation programme is to foster small and medium enterprises (SMEs) in the field of ICT in Southern and Eastern Africa capable of providing adapted applications and services to the public and private sector. The focus is on Free/Open Source Software (FOSS) as a key technology to drive innovation, add local value and foster development-oriented and affordable ICT applications. The improvement of regional networking and strengthening of consulting capacities of ICT associations and training institutions as well as of other relevant change agents will be key vehicle of the programme.

For further information about InWent's current ict-related programmes, please see: <http://www.it-inwent.org>

d) Subject of the award:

Subject of the award are planning, organisational and consultancy services as well as trainings for the following pillars of the project ict@innovation:

Pillar A) African FOSS Business Models and Skills

Pillar B) Spreading FOSS Certification

Pillar C) Innovative Local FOSS Applications for Social and Economic Development

Pillar D) Crosscutting: Regional Networking and International Exchange

The public competition is open to experts offering the following services, which will be awarded in several tenders:

Service 1: Preparation and coordination of the project's four pillars, in close coordination with InWEnt and local partners:

- Survey of demand
- Advanced training requirements planning
- Detailed project planning (et al. planning workshop with local partners)
- Documentation
- Monitoring
- Coordination with project partners

Service 2: Implementation of pillar A) *African FOSS Business Models and Skills* planned as follows:

- Organisation of collaborative development of hands-on training material on "African FOSS business models" involving African actors, including case studies regarding the African context
- Organisation of collaborative development of hands-on training material on "How to communicate FOSS to customers", on "How to innovate through open approaches" and on "How to build a FOSS ecosystem" or further subjects, according to the survey of demand, involving African actors
- Preceding needs analysis on the above in close cooperation with project partners
- Regional trainings for FOSS associations, training institutions and SME on "African FOSS business models"
- Support to national follow-up trainings

Service 3: Implementation of pillar B) *Spreading FOSS Certification* planned as follows:

- Regional Train the Trainer courses in FOSS-certification with a component on business models in training and follow-up support (marketing, linkage with existing training institutions)
- Preceding needs analysis on the above in close cooperation with project partners
- Enhancing availability of open, adapted and low-cost trainings material
- Support to national follow-up trainings

Service 4: Implementation of pillar C) *Innovative Local FOSS Applications* planned as follows:

- Africa mentored internship programme (software development through internships)
- Regional platform matching local FOSS-SME and customers looking for FOSS solutions (optional)
- Technical training for IT-SMEs offering specific adapted FOSS solutions to the SME sector (e.g. Open Source enterprise management systems) and the public sector, (e.g. content management systems) (optional)

Service 5: Implementation of pillar D) *Regional Networking and International Exchange* planned as follows:

- Achieving thematic exchange and form like-minded groups on regional fora on the topics above (African FOSS Business Models, Spreading FOSS Certification, Innovative local FOSS Applications for SMEs)
- Linking national intermediary organizations in Sub-Saharan Africa in the area of FOSS and business through regional umbrellas such as FOSSFA (Free Software and Open Source Foundation)
- Supporting international ICT knowledge networks
- Twinning of African FOSS associations with European counterparts (optional)

Place of performance: Subsaharan Africa (with main focus on Eastern and Southern Africa), Germany

All services are to be rendered in close coordination with InWEnt and local partners and comprise close interactive cooperation with the project partners.

e) Term of implementation:

15.03.2008 to 31.12.2010 (first tender for the implementation of Service 1: 15.03.2008 to 31.12.2008)

f) The request for participation has to be received by the body specified under a) not later than:

08.2.2008 (by mail or email to the addresses stated under a)

g) The invitation to tender for Service 1 (see above) will be sent out not later than:

13.2.2008 for the first tender (further invitations to tender will be sent according to the development of the programme)

h) The following documents have to be submitted along with the request for participation as they form part for the assessment of a participant's qualification:

(Please also indicate the pillar/service you would like to apply for. Expression of interest for all pillars/services is also welcome.)

Documentation / Proof of qualification
Business description/Company profile
Experts' CVs
Reference projects

i) Criteria for the selection of potential candidates who will be requested to submit their bids:

Essential qualifications:

- Working experience in the field of information and communication technologies, especially Open Source Software
- Knowledge of the African IT-market/ of the African IT-situation
- Good proficiency in English
- Experience in adult education / trainings
- Extensive knowledge in international project management

Desirable:

- Expertise in the three technical subjects of pillars A) to C):
 - A) African FOSS Business Models and Skills
 - B) Spreading FOSS Certification
 - C) Innovative local FOSS Applications for Social and Economic Development
- Experience in application of the instruments training, dialogue und network building
- Competencies in results-oriented implementation of projects
- Experience in project implementation in Southern and Eastern Africa
- Mix of international and African experts

j) By submitting the bid, bidders are subject to the regulations governing tenders which are not considered (according to § 27 VOL/A).

With kind regards,

b.o.

Balthas Seibold and Petra Hagemann