



INTERNATIONAL INSTITUTE FOR DEMOCRACY AND ELECTORAL ASSISTANCE

NOTICE – Reference No. 258-20/31 EXPRESSION OF INTEREST (EOI)

Engagement of Senior and Junior Analysis and Indices Consultants under Framework Contracts – Democracy Assessment (DA)

The International Institute for Democracy and Electoral Assistance (International IDEA) is an intergovernmental organization established in 1995, with member states across all continents, which aims to support sustainable democracy world-wide and assist in the development of institutions and the culture of democracy. At the interface between research, fieldwork and the donor community, IDEA provides a forum for dialogue, builds networks of experts, develops training materials and provides strategic advice at the international, regional and national level, cooperating with a range of organizations.

International IDEA also contributes to the democracy debate through analysis of democratic trends at the regional and global levels and country level democracy assessment through its Global State of Democracy (GSoD) Initiative. This includes the biennial GSoD Report, the GSoD Indices (www.idea.int/gsod.indices), the GSoD In Focus briefings and since July 2020, the COVID-19 Global Monitor on Democracy and Human Rights. The latter tracks the democracy impacts of measures implemented to curb COVID-19. The Democracy Assessment (DA) unit which is part of the Global Programme of International IDEA is responsible for the implementation of the GSoD initiative.

In addition to the core DA Project Team, the Unit has identified the need to engage additional expertise on the basis of consultancy agreements. Accordingly, the Institute now invites qualified technical experts to submit an Expression of Interest in providing consultancy services for one or two of the consultancy categories the attached Terms of Reference (TOR). Full details of the services and the requirements are provided in the TOR which is available at: <https://www.idea.int/about-us/procurement-and-tenders>

Interested consultants are required to submit the following documents:

- a) A covering letter outlining your motivation and clearly indicating which category (Junior or Senior) outlined in the TOR you are interested in;
- b) A copy of your most recent CV which clearly outlines how your details match the requirements and including the names and contact details of two references;
- c) A separate page outlining your daily fee rate(s) in euros and any other incidental reimbursable expenses you may typically incur;
- d) Completed Declaration of Honour form (Please declare Yes, No as provided)

A shortlist of consultants will be established from the submissions received. Note only consultants which are deemed to meet the requirements as outlined under each of the categories in the TOR will be considered for the shortlist and only shortlisted consultants will be contacted regarding the next steps including submission of work samples and test exercise. Shortlisted consultants will be required to do a test exercise before final selection. The number of framework contracts available will be limited according to the needs of the Programme.

Clarification questions may be requested via email to: EOI@idea.int The deadline to send your request for clarification is **13 October 2020**.

The submissions **must** be sent by e-mail to: EOI@idea.int

The closing date for receiving submissions is **23 October 2020 at 23:59 (CET)**. Late submissions will not be considered. Submissions must state the following text in the subject field: **EOI No. 258-20/31 – Do not open before 23:59 (CET) 23 October 2020**