Bosnia and Herzegovina

Bosna i Hercegovina

FEDERACIJA BOSNE I HERCEGOVINE ZENIČKO-DOBOJSKI KANTON VLADA KANTONA

**Stručna služba za razvoj i međunarodne projekte**

FEDERATION OF BOSNIA AND HERZEGOVINA ZENICA-DOBOJ CANTON

GOVERNMENT

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**Department for development and international projects**

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# BACKGROUND INFORMATION

* 1. **PARTNER COUNTRY**

Bosnia and Herzegovina

## Contracting Authority

Department for Development and International Projects of Zenica-Doboj Canton, Kucukovici 2, 72 000 Zenica, Bosnia and Herzegovina;

*Stručna služba za razvoj i međunarodne projekte Zeničko-dobojskog kantona, Kučukovići 2, 72 000 Zenica, Bosna i Hercegovina;*

## Country background

Many young people in BiH and Zenica-Doboj Canton (as a region in its central part) have been well-educated and talented young men and women with an enormous amount to offer to the future of the Country, but significant number of them want to leave BiH, and work abroad. According to estimates by the International Labour Organisation, and at a staggering 57.5%, BiH has one of the highest rate of youth unemployment in the world. Caused by social and political circumstances, in order to get one of the rare jobs available, young people often have to align themselves with the political corruption and incompetence. So, according to a recent study, BiH has one of the highest rate of exodus of young people in Europe. No country can afford to lose this sort of talent. TalentMagnet will help Zenica-Doboj Canton to improve institutional capacities and prior experience of public bodies and other relevant stakeholders in effective combating against outmigration of talented young workforce. Project results, especially the harmonized and coordinated approaches and strategies to address the demographic and labor market challenge caused by the outmigration of talented young people will be practically implemented to entire region. Talent attraction and retention toolkit will help the process of empowerment of young people who have to be given the opportunity to express themselves. New or improved policy instruments that address local demographic challenges will help political leaders to open up their policy-making to new ideas and invite young people to participate more actively.

## Current situation in the sector

Department for Development and International Projects is Expert Department of Government of Zenica-Doboj Canton for implementation of interregional projects and strategic planning process aimed to use modern approach to benefit development of Zenica-Doboj Canton. It supports communication and cooperation between private and public sector. DDIP performs set of activities related to interregional cooperation and provides expertise and support to local institutions regarding realization of projects and issues of general partnership with institutions from abroad. It has 17 years of experience in implementation of governmental funded, interregional and EU funded projects. It has already implemented 17 projects under INTERREG Adriatic CBC, SEE, MED, DANUBE, Interact and Adriatic IPA CBC programs in order to improve sustainable development and institutional cooperation. It possesses human and financial resources for implementation of different projects and developed network of experts from Ministries, Chamber of Economy, NGOs, Local Development Agencies, University of Zenica, Tourist and Cultural institutions. Project TALENTMAGNET is financed from IPA II INTERREG Danube Transnational Programme 2014-2020 – Project:TALENTMAGNET (454), where DDIP ZDC is a partner for realization of the project activities on the territory of Zenica-Doboj Canton.

## Related programmes and other donor activities

n/a

# OBJECTIVE, PURPOSE & EXPECTED RESULTS

## Overall objective

TalentMagnet project aims to strengthen institutional capacities and establish new levels of governance in the Danube area, in order to solve the problem of emigration of talented young people. The project addresses major societal challenges (demographic and labor markets), the age-related emigration of highly educated people primarily from men (brain drain). The project will improve existing institutional capacities, develop 13 strategies and pilot activities, as well as a policy proposal to establish new governance models.

Projekat TalentMagnet ima za cilj jačanje institucionalnih kapaciteta i uspostavljanje novih nivoa upravljanja u dunavskom području, radi rješavanja problema emigracija talentovanih mladih ljudi. Projekat je usmjeren na rješavanje glavnih društvenih izazova (demografskih i tržišta rada), uzrokovanim iseljavanjem visokoobrazovanih mladih ljudi prvenstveno iz manjih sredina (odliv mozgova). Projekat će poboljšati postojeće institucionalne kapacitete, izraditi 13 strategija i pilot aktivnosti, kao i prijedloge politika za uspostavljanje novih modela upravljanja.

## Purpose

The purposes of this contract are as follows:

* + 1. Participating and organizing the Training courses and interactive workshops. (OT1.1) / *Učestvovanje i organizacija trening kurseva i interaktivnih radionica (OT1.1);*
    2. Developing the Talent Attraction and Retention Plan of partner cities (OT1.2) / *Izrada Plana privlačenja i zadržavanja talenata partnerskih gradova (OT1.2);*
    3. Developing the Baseline Study summarising the state of the art regarding the talent attraction / retention in small and medium cities. (Deliverable T1.1.1) / *Izrada Osnovne studije koja obuhvata presjek stanja u vezi sa privlačenjem/zadržavanjem talenata u malim i srednjim gradovima (Izlazni rezultat T1.1.1);*
    4. Participating in Primary research – survey among the target groups (Deliverable T1.1.2) / *Učestvovanje u Primarnom istraživanju - istraživanje među ciljnim grupama (Izlazni rezultat T1.1.2);*
    5. Conducting Partner – level situation analysis (Deliverable T1.1.3) / *Provođenje analize stanja na nivou partnera (Izlazni rezultat T1.1.3);*
    6. Preparation of a Good Practice Catalogue (Deliverable T1.1.4) / *Priprema Kataloga dobre prakse (Izlazni rezultat T1.1.4);*
    7. Participating in tools development (Slide deck) on the main findings of the baseline study (Deliverable T1.1.5) / *Učestvovanje u* i*zrada alata (Slide deck) koji sadrže najvažnije rezultate iz Osnovne studije (Izlazni rezultat T1.1.5);*
    8. Developing the Practical Guide on Preparing and Governing Talent Attraction and Retention Plan (Deliverable T1.2.1) / *Izrada Praktičnog vodiča za pripremu i upravljanje planom privlačenja i zadržavanja talenata (Izlazni rezultat T1.2.1);*
    9. Providing and disseminating the Training materials (Deliverable T1.2.2) / *Obezjbeđivanje i podjela Materijala za obuku (Izlazni rezultat T1.2.2).*

## Results to be achieved by the Contractor

* + 1. The training courses and interactive workshops organized. (OT1.1) / *Trening kursevi i interaktivne radionice organizovane (OT1.1);*
    2. The Talent Attraction and Retention Plan of partner cities developed (OT1.2) / *Plan privlačenja i zadržavanja talenata partnerskih gradova izrađen (OT1.2);*
    3. Concise Baseline study summarizing the state of the art regarding talent attraction/retention in small and medium cities developed. The results of three projects (EDU LAB, Youmming, Attractive DANUBE) capitalized. (Deliverable T1.1.1). / *Koncizna Osnovna studija koja obuhvata presjek stanja u vezi sa privlačenjem/zadržavanjem talenata u malim i srednjim gradovima, izrađena. Rezultati iz tri projekta (EDU LAB, Youmming, Attractive DANUBE) kapitalizovani. (Izlazni rezultat T1.1.1);*
    4. Primary research, by mapping of relevant stakeholders, identifying the specific needs for improvement of the relevant legal regulations at national and institutional level, conducted. (Deliverable T1.1.2). *Primarna istraživanja, mapiranjem relevantnih stakeholdera, identificiranjem specifičnih potreba za poboljšanjem odgovarajućih zakonskih propisa na nacionalnom i institucionalnom nivou, provedena. (Izlazni rezultat T1.1.2);*
    5. Partner – level situation analysis, comprising the specific needs of each partner city/region, questioner design for young people and private sector and investigation of sectors that suffer from brain drain, conducted. (Deliverable T1.1.3). / *Analiza stanja na nivou partnera, koja uključuje specifične potrebe svakog grada/regije partnera, upitnik za mlade i privatni sector, te istraživanje sektora koji pate od odliva mozga, provedena. (Izlazni rezultat T1.1.3);*
    6. Good Practice Catalogue, including the results of related research, EU projects, definitions of key terms, activities done by various cities in this field, documented best practices, prepared. (Deliverable T1.1.4) / *Katalog dobre prakse, koji sadrži rezultate istraživanja, EU projekata, definicije ključnih pojmova, aktivnosti različitih gradova u ovoj oblasti, dokumentovane primjere najbolje prakse, pripremljen. (Izlazni rezultat T1.1.4);*
    7. The tools of the baseline study (Slide deck), to present the findings to local stakeholders, used. (Deliverable T1.1.5) / *Alati Osnovne studije (Slide deck), za prezentovanje rezultata lokalnim stakeholderima, kreirani. (Izlazni rezultat T1.1.5);*
    8. The Practical Guide on Preparing and Governing Talent Attraction and Retention Plan with the specific objectives, developed and provided. (Deliverable T1.2.1) / *Praktični vodič za pripremu i upravljanje planom privlačenja i zadržavanja talenata sa specifičnim ciljevima, izrađen i obezbijeđen.* *(Izlazni rezultat T1.2.1);*
    9. Training materials, to teach the use of the methodology to practitioners for interactive 2 day training course and awareness raising workshops, provided and disseminated. (Deliverable T1.2.2) / *Materijali za obuku, za podučavanje praktičara o upotrebi metodologije za interaktivni dvodnevni kurs obuke i radionice za podizanje svijesti, obezbijeđeni i distribuirani. (Izlazni rezultat T1.2.2).*

# ASSUMPTIONS & RISKS

## Assumptions underlying the project

The assumption underlying TALENTMAGNET project is to facilitate the establishment of new multilevel and transnational governance model for talent attraction and retention by more effective, wider and deeper transnational cooperation across the Danube region. Gradual decline of the important part of the region’s future workforce is a major threat with negative demographic and labour market implications. To effectively tackle this challenge, most of all a much stronger cooperation of relevant stakeholders is needed – on local, regional, national and even transnational level. That is why TalentMagnet sets out to establish an improved multilevel governance model. However, the project will not only strengthen cooperation through a better functioning multilevel governance model, but also will significantly improve the capacity of institutional actors, enabling the creation of optimal framework conditions in local communities to attract and retain talents. By attracting and retaining talented young workforce TalentMagnet will help at least to sustain and even increase competitiveness, thus also contributes to the economic development of the Danube region. To achieve its main results, the project will raise the awareness of public sector bodies and other stakeholders of the challenge, build their knowledge and skills and offer possible solutions; design, test and transfer various new talent attraction and retention tools, enable the preparation of local talent attraction and retention plans using participative methods and design a better functioning multilevel governance model. The project will also improve other aspects of the framework conditions by improving the local, national and transnational policy environment.

## Risks

n/a

# SCOPE OF THE WORK

## General

* + 1. **Description of the assignment**

The scope of the contract is the provision of the services for the purpose of the realization of the activities under the Work package T1 as follows:

WPT1: Methodology and Planning

The objective of T1 is to have local talent attraction and retention plans in place and to establish the basis of an improved Multilevel Governance Model, tools and pilot for institutional actors and other stakeholders. T1 contributes to all 3 specific objectives, since it develops capacities and facilitates cooperation of public sector bodies, lays the foundations of designing talent attraction and retention tools and guides, as well as of strengthening framework conditions in order to address local demographic and labour market challenges. To achieve that, the following main activities will be carried out:

Activity 1.1 Establishment of State of the Art of talent attraction and retention data and its governance: includes the preparation of a Baseline Study, analysing key elements and trends of global talent mobility and multilevel governance; the delivery of primary research, asking talented young people about factors that are important for them; preparation of a partner level situation analysis and a Good Practice Catalogue (showcasing examples of cities successful in talent attraction and retention).

Activity 1.2 Methodology Development: involves the design of a Practical Guide on Preparing Local Talent Attraction and Retention Plans (LTARP), the development and delivery of a 2-day interactive training course to the representatives partners on preparing LTARPs in a participative way and building the foundations of multilevel governance.

Activity 1.3 Designing LTARP: partners will use the methodology and the learnings from the training course to design LTARP in their local community; the experiences from the planning process are then shared and discussed and used to finalize the planning methodology.

All partners: collect inputs to the Baseline Study; identify good practices; carry out primary and secondary survey on local level; participate in the participative sessions; work with the local Quadruple Helix (QH); share the results with and report to local stakeholder groups (LSG).

* + 1. **Geographical area to be covered**

Central Bosnia region

* + 1. **Target groups**

Regional public authority, National public authority, Local public authority, Infrastructure and (public) service provider, Higher education and research and school, SME, Business support organisation, General public.

## Specific work

* + 1. Participating and organizing the Training courses and interactive workshops. (OT1.1) / *Učestvovanje i organizacija trening kurseva i interaktivnih radionica (OT1.1);*
    2. Developing the Talent Attraction and Retention Plan of partner cities (OT1.2) / *Izrada Plana privlačenja i zadržavanja talenata partnerskih gradova (OT1.2);*
    3. Developing the Baseline Study summarising the state of the art regarding the talent attraction / retention in small and medium cities. (Deliverable T1.1.1);
    4. Participating in Primary research – survey among the target groups (Deliverable T1.1.2);
    5. Conducting Partner – level situation analysis (Deliverable T1.1.3);
    6. Preparation of a Good Practice Catalogue (Deliverable T1.1.4);
    7. Designing the tools (Slide deck) on the main findings of the baseline study (Deliverable T1.1.5);
    8. Developing the Practical Guide on Preparing and Governing Talent Attraction and Retention Plan (Deliverable T1.2.1);
    9. Providing and disseminating the Training materials (Deliverable T1.2.2).

All printed and electronic material must include proper visual elements of the project TALENTMAGNET.

## Project management

**4.3.1. Responsible body**

Department for Development and International Projects of Zenica-Doboj Canton, Kucukovici 2, 72 000 Zenica, Bosnia and Herzegovina;

*Stručna služba za razvoj i međunarodne projekte Zeničko-dobojskog kantona, Kučukovići 2, 72 000 Zenica, Bosna i Hercegovina;*

**4.3.2 Management structure**

Secretary of Department for Development and International Projects of Zenica-Doboj Canton, Kucukovici 2, 72 000 Zenica, Bosnia and Herzegovina and Project Manager in the Department; *Sekretar Stručne službe za razvoj i međunarodne projekte Zeničko-dobojskog kantona, Kučukovići 2, 72 000 Zenica, Bosna i Hercegovina i Projektni menadžer u Službi;*

**4.3.3. Facilities to be provided by the Contracting Authority and/or other parties**

n/a

# LOGISTICS AND TIMING

## Location

Central Bosnia region

## Start date & Period of implementation of tasks

The intended start date is November 18, 2020 and the period of implementation of the contract will be finished by June 30, 2022.

# REQUIREMENTS

## Staff

Note that civil servants and other staff of the public administration, of the partner country or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

* + 1. **Key experts**

n/a

* + 1. **Non-key experts**

n/a

* + 1. **Support staff & backstopping**

n/a

## Office accommodation

n/a

## Facilities to be provided by the Contractor

## n/a

## Equipment

No equipment is to be purchased on behalf of the Contracting Authority / partner country as part of this service contract or transferred to the Contracting Authority / partner country at the end of this contract. Any equipment related to this contract which is to be acquired by the partner country must be purchased by means of a separate supply tender procedure.

## Incidental expenditure

## n/a

## Lump sums

No lump sums are foreseen in this contract.

* 1. **Expenditure verification**

n/a

# REPORTS

## Reporting requirements

The Contractor will submit the following reports in English and local language in one original and 4 copies:

Upon result 2.3.1:

* Report/Material on organizing the training courses and interactive workshops (Output T1.1) - in hard and electronic form.

Upon result 2.3.2:

* Report/Material on developing the Talent Attraction and Retention Plan of partner cities (Output T1.2) - in hard and electronic form.

Upon result 2.3.3:

* Report/Material on developing the Baseline study summarizing the state of the art regarding talent attraction/retention in small and medium cities developed. The results of three projects (EDU LAB, Youmming, Attractive DANUBE) (Deliverable T1.1.1) - in hard and electronic form.

Upon result 2.3.4:

* Report/Material on conducting the Primary research, by mapping of relevant stakeholders, identifying the specific needs for improvement of the relevant legal regulations at national and institutional level (Deliverable T1.1.2) - in hard and electronic form.

Upon result 2.3.5:

* Report/Material on developing Partner – level situation analysis, comprising the specific needs of each partner city/region, questioner design for young people and private sector and investigation of sectors that suffer from brain drain (Deliverable T1.1.3) - in hard and electronic form.

Upon result 2.3.6:

* Report/Material on preparing a Good Practice Catalogue, including the results of related research, EU projects, definitions of key terms, activities done by various cities in this field, documented best practices (Deliverable T1.1.4) - in hard and electronic form.

Upon result 2.3.7:

* Report/Material on designing the tools of the baseline study (Slide deck), to present the findings to local stakeholders (Deliverable T1.1.5) - in hard and electronic form.

Upon result 2.3.8:

* Report/Material on developing and providing the Practical Guide on Preparing and Governing Talent Attraction and Retention Plan with the specific objectives the Policy recommendations to be implemented at different policy levels. (Deliverable T1.2.1) - in hard and electronic form.

Upon result 2.3.9:

* Report/Material on providing and disseminating the Training materials, to teach the use of the methodology to practitioners for interactive 2 day training course and awareness raising workshops. (Deliverable T1.2.2) - in hard and electronic form.

Each report will be incorporating any comments received from the parties. The deadline for sending the report is 5 days after receipt of comments. The report shall contain a sufficiently detailed description of the different options to support an informed decision on further actions. The detailed analyses underpinning the recommendations will be presented in annexes to the main report. The reports must be provided along with the corresponding invoices.

## Submission and approval of reports

The report referred to above must be submitted to the Project Manager identified in the contract. The Project Manager is responsible for approving the reports.

# MONITORING AND EVALUATION

## Definition of indicators

* Output T1.1 Report/Material on organizing the training courses and interactive workshops;
* Output T1.2 Report/Material on developing the Talent Attraction and Retention Plan of partner cities;
* Deliverable T1.1.1 Report/Material on developing the Baseline study summarizing the state of the art regarding talent attraction/retention in small and medium cities developed. The results of three projects (EDU LAB, Youmming, Attractive DANUBE);
* Deliverable T1.1.2 Report/Material on conducting the Primary research, by mapping of relevant stakeholders, identifying the specific needs for improvement of the relevant legal regulations at national and institutional level;
* Deliverable T1.1.3 Report/Material on developing Partner – level situation analysis, comprising the specific needs of each partner city/region, questioner design for young people and private sector and investigation of sectors that suffer from brain drain;
* Deliverable T1.1.4 Report/Material on preparing a Good Practice Catalogue, including the results of related research, EU projects, definitions of key terms, activities done by various cities in this field, documented best practices;
* Deliverable T1.1.5 Report/Material on designing the tools of the baseline study (Slide deck), to present the findings to local stakeholders;
* Deliverable T1.2.1 Report/Material on developing and providing the Practical Guide on Preparing and Governing Talent Attraction and Retention Plan with the specific objectives the Policy recommendations to be implemented at different policy levels
* Deliverable T1.2.2 Report/Material on providing and disseminating the Training materials, to teach the use of the methodology to practitioners for interactive 2 day training course and awareness raising workshops.

## Special requirement