



STRENGTHENING COMMUNITY POLICING IN ALBANIA

Call for Proposals

Call for a contractor to conduct the second survey for Local Safety Measurement System in 2 regions in Albania: Elbasan and Kukës:

- Type of Contract:* - Short term consultancy
Languages Required: - English and Albanian
Location: - Elbasan, Librazhd, Peqin, Cerrik, Gramsh, Kukës, Has and Tropoje
Commencement Date: - 15 October 2019

1. Programme Background

Sweden has a long fruitful story on supporting the Albanian MoI and Albanian State Police (ASP) over the past years to develop Community Policing (CP) in Albania. From 2012 Sweden provided assistance through the SACP Program (Swedish Support to MIA/ASP on Community Policing - 1st phase). The Program focused on providing support to MoI and ASP in order to improve security and safety service delivery to the communities, to increase trust between the police and various stakeholder groups, as well as to increase partnership with the population (in particular youth).

The 2nd phase of the Programme “**Strengthening Community Policing in Albania**” 2017-2020 was designed to build up on the results of the first phase and by giving particular attention has been given to the Results Strategy for Sweden’s reform cooperation with Eastern Europe, the Western Balkans and Turkey 2014-2020 and the Albanian Stabilization and Association Agreement (SAA), the National Strategy for Development and Integration 2014-2020 (NSDI); the Law on State Police, the ASP Strategy (2015-2020), the Policing Document on Community Safety 2015-2017 etc.

1.1. The Programme

Overall Objectives

The primary objective of the Program is to support the Albanian State Police in building mutual trust and partnership between police and communities in order to create safe

neighbourhoods. Another long-term objective is to contribute to increased public trust in the police so that the communities become more engaged and confident in the way that their safety and security needs are met. The intervention will require behavioral changes at a number of different levels, all of these are necessary to ensure a strong CP approach.

Program focus areas & specific objectives:

Pillar 1 A- Assist the Police especially at the TLPDs level to solve and prevent more crimes with the assistance and cooperation of CSS actors and the public.
B- Contribute to an increased partnership and level of interaction across the different CSS actors and communities; work with all the elements of the LPD besides CP designated police officers.
C- Enhance the soft skills to interact with public and other institutions and strengthening or creating supporting systems.

Pillar 2 A- Assist the ASP to implement strategic management system that allows the organization to track their performance and be able to strategically deploy suitable resources in an effective and efficient manner based on M&E capacity development.
B- Enhance the internal coordination of the ASP.
C- Improve the internal and external communication of ASP.

Pillar 3 A- Support the ASP to enhance the capacity to better respond to DV cases and also increase the coordination with other stakeholders dealing with domestic violence, with the focus on the range of preventative and responsive needs with regard to DV incidents.
B- Contribute to enhancing the interaction/ coordination among the ASP and other actors to ensure necessary flexibility to ensure adequate and comprehensive (ample) treatment of domestic violence.

2. Purpose of Local Safety Measurement System

The Local Safety Measurement System (LSMS) will be used to measure the level of safety including real crime levels, disorder problems as well as traffic security and satisfaction with the police work at small and well defined local areas. The System will be able to track the most problematic geographical areas as well as progress and back sets using different Police techniques besides the usual needs of clear priorities by dimensioning personnel, use it correctly and lead it in a good way.

The aim of building a successful Police Service is to achieve continuous, improved performance in the service of the citizens understood in two dimensions: 1. Safe-guarding the rule of law, i.e. democratic decisions taken by people’s representatives and 2. The immediate service delivery to individual customers/members of the public. Especially in terms of community policing, the focus is also moving from traditional way of policing to a

customer oriented focus. This places a large knowledge demand on community policing areas and the police officers working there, requiring everyone to be involved in “all” matters and know “everything”. Enhancing and using knowledge to drive performance in community policing may be the only sustainable way to be successful and reach excellence.

The implementation of LSMS brings the project to a community policing level and involves the commissariats and the communities in their interaction to bring partnerships and direct the resources and efforts towards what really concerns the community.

3. Objective of the call for tender

The objective of this call for tender is to identify a contractor who will carry out population based random surveys of the local safety. The Questionnaire of the survey is already elaborated (annex 1 to these ToR). A major deviation from the methodology to develop respondents to interview is not allowed as well as interviews shall be conducted in the manner that was used in previous LSMS-studies.

4. Location of study

The survey will be conducted in 2 regions with the following distribution:

No	LPD	Commissariat	No zones
1	Elbasan	Elbasan Commissariat	6
		Librazhd Commissariat	1
		Peqin Commissariat	1
		Cerrik Commissariat	1
		Gramsh Commissariat	1
2	Kukes	Kukes Commissariat	1
		Has Commissariat	1
		Tropoje Commissariat	1
	Total		13

The selected candidate will receive the exact delimitation of each zone and it is expected to carefully respect the limits while doing the survey. The “zones” are parts of the areas that have in average 10.000 – 20.000 inhabitants.

5. Methodology

The candidates shall follow the methodology based on a “household approach”, i.e. the survey shall be based on household location and opinions of the inhabitants of that area. Street interviews will not be acceptable.

A number of 200 interviews per zone are expected to be completed. In the small municipalities where 1 zone is foreseen, 100 interviews will be conducted in the households

around the city centre and the other 100 hundred in households in the periphery. The candidates are expected to display the methodology to control the accuracy of data.

6. Management

The Police Satisfaction Study will be conducted under the overall supervision of the Programme Management Team (PMT). Close cooperation with the ASP will be maintained.

The contractor shall allow the PMT to control the survey process at any time.

7. Specifically the contractor will (deliverables):

- Take the overall responsibility for the technical quality of the survey, consistent with the agreed methodology;
- Prepare a detailed work plan for the entire survey due to time limits given of PMT;
- Ensure preparations are made for field work;
- Conduct the field survey;
- Ensure that field work is undertaken in accordance with the work plan and budgetary allocations;
- Observe the time lines for the study;
- Deliver the results in workable tables (full data base) in Albanian and English;
- Insert the data in the database elaborated and in possession of the ASP. Access to the database will be ensured to the successful tenderer.
- Elaborate a full report on the data collected and analysis related to that in English and Albanian; as a guideline, the presentation for the year 2014 is used.
- Prepare a presentation and charts for each of the data set collected in close cooperation with PMT. As a guideline, the presentation for the year 2014 is used.

8. Timelines

The start date of the study is foreseen mid-October 2019. The submission of the full database and requested tables to PMT in Albanian and English shall take place no later than 30 November 2019. This date is not negotiable.

9. Skills and Competencies

Candidates should have a track record of experience with surveys in Albania. They should present their references, together with the contact details of the beneficiaries for each survey/study performed in the past. They should have successfully conducted at least one similar survey of the same size and extension in the last two years. Short listed candidates will be requested to present examples of final reports on recent similar assignments.

The contract is open to companies/institutions/academic faculties/NGOs/consortiums; - provided they can provide evidence to the PMT that hold the required competencies and qualifications as described in this document.

The candidates are invited to propose their team of experts who will manage the project. Candidates are required to assign specific role for each team member. Tasks for each role should be detailed and described in the technical proposal. For each team member the CV should be attached. For activities in the past, contact details of the reference persons should be included in the CV. A particular importance will be paid to the substance experts. CVs of interviewers are not required.

The candidates should demonstrate the ability of team members to successfully carry out the tasks foreseen for the overall study.

Essential competencies

- Experience of undertaking research, including validation
- Report writing skills
- English and Albanian language skills
- Good communication and interpersonal skills.
- Good references to the earlier similar work have kept deadlines
- Experience of working with police, law enforcement actors, local government actors and civil society, is an advantage

10. The proposal

The proposal shall be submitted in English language and be divided in two parts:

10.1. Technical proposal

In this part the candidates will describe the approach and methodology for implementing the tasks in accordance with previous studies methodology and PMTs instructions. The proposal will include a statement outlining the rationale for the number and relevant experience of the interviewers and how the candidate intends to ensure a quality control for the selected interviewers. A detailed work plan with outputs and with the PMT predetermined time limits should be part of the approach and methodology section.

Team composition and distribution of tasks should be a specific section of the technical proposal.

10.2. Financial Proposal

The candidates should provide a detailed budget for delivering all the tasks and activities foreseen in this call. The budget should, at least, distinguish between expertize days (fee days), cost/interview and miscellaneous costs related with the preparation, presentation

and printing of the final report. The budget shall also as conclusion include an estimate of the cost per interview gross (The total cost divided by the number of interviews).

The selection of the winner will be according to the Quality and Cost-Based Method. The technical proposal will count for 75% of the points and the financial proposal will count for 25% of the points.

11. Deadline for receipt of applications: 24 September 2019, 10.00 AM.

The applications shall be submitted in English language and divided in two files:

- **Technical proposal**
- **Financial proposal**

The application shall be submitted electronically to info@cp-project.al

Only shortlisted candidates will be contacted.