**1 May 19**

**STATEMENT OF REQUIREMENT: SUPPORT TO REGIONAL CAPACITY BUILDING ACTIVITIES, AMISOM SEARCH PRACTITIONERS COURSE (ASPC)**

**Introduction**

1. The British Peace Support Team (Africa) [BPST(A)] manages HMG support to capacity building of African partner nation’s security sectors in the Eastern Africa region, in particular to improve their capability and capacity to undertake Peace Support Operations (PSO). The various HMG strategies within the region focus on developing operational African military and peace support capabilities.

**Course Overview**

2. The ASPC will deliver a baseline search capability for AMISOM (African Mission in Somalia) Troop Contributing Countries (TCCs) deploying to Somalia. The course will deliver complete search teams able to conduct as a minimum; route, compound and area search. The full spectrum of search roles including; searcher, 2IC, Team Commander and Search Advisor will be included in the course training programme. The output will be a deployable AMISOM search capability that is able to support the current AMISOM IEDD capability and assist in the mitigation of the IED threat posed towards the wider AMISOM deployed force.

**Recipient**

3. This activity supports the development of C-IED as a capability within regional African militaries, prepares Troop Contributing Countries (TCCs) for deployment on African Union and United Nations peacekeeping operations, and supports delivery of the Humanitarian Peace Support School (HPSS) regional C-IED Wing project.

**Scope**

4. All the subordinate activities require the contractor to support the design and production of training materials; support to the delivery of training by suitably qualified and experienced instructors; support to the professional development of HPSS instructors; support to the evaluation of the training, including reporting on participants and support to any associated Monitoring and Evaluation (M&E) regime. This includes evaluation of the lessons learned during the delivery of the activities.

**Dependencies**

5. Subject to contract, the following is assumed for planning purposes:

a. **Office space**. BPST(A) will identify and secure appropriate training venues for each training activity which shall include one (1) instructors’ room with electrical power and appropriate furniture.

b. **Communication and Information Technology.** Contractors should expect to deploy with their own laptop computers (able to process MS Office material) and mobile phones. Electrical power shall be available at each of the training facilities. Additionally, WiFi internet access and access to a local mobile telephone provider is generally available, but the reliability of these services cannot be guaranteed. Data transfer is typically via ‘thumb/flash drives’. The contractor should ensure it has its own means of communication and internet should this not be available in the training locations.

c. **Security.** The Project Officer with responsibility for each activity shall provide a security brief in coordination with the British High Commission/Embassy Defence Section with responsibility for the location at which the activity will take place.

d. **Insurance.** The contractor shall be responsible for the provision of personal insurance, company liability and indemnity insurance, travel and medical insurance cover. This should be fully demonstrated in the contractor’s submission

e. **Transportation**

1. Students; transport and subsistence shall be provided and coordinated by

BPST(A) for all local requirements including student movement as required.

1. Contractors; shall be responsible for their own transport and subsistence

and should ensure that sufficient transportation is provided for all training support activity the contractor needs to carry out.

f. **Administration.** Administration including Joining Instructions, feeding arrangements and medical facilities will be coordinated by BPST(A) and HPSS for all students.

g. **Training material and facilities.** Classrooms, training areas, ranges, training equipment and additional training material (stationery, etc.) will be provided by and coordinated between BPST(A) and the establishment at which the activity is to be conducted.

h. **Instructor accommodation.** The contractor is to arrange instructor accommodation and life support as needed throughout the training. In more remote locations, or where training is required during hours of darkness after which travel is not possible, BPST(A) may arrange field accommodation and may pass associated charges to the contractor.

1. **Deployment Timeframes.** BPST(A) will give the contractor no less than 30 days’

notice of the requirement to deliver a training course unless a reduced time scale is mutually agreed.

1. **Training Audience.** BPST(A) will coordinate with the relevant host nation

organisation to ensure that the course participants meet the necessary course entry standard.

**Outputs and Deliverables**

6. The contractors, under the direction of the assigned Project Officer, shall:

1. Design and produce associated training materials and training aids and deliver instructional periods, syndicate room activities and associated training. All training material and training aids supplied by the contractor remain the property of the contractor and BPST(A).
2. Produce all student hand out material and electronic media supply.
3. Provide mentoring, in accordance with BPST(A) direction and requirements, to develop the teaching skills of the HPSS instructors.
4. Support follow up amendments for course changes from student feedback and delivery.
5. The contractor is required to note BPST(A) will ensure gender parity throughout all training.

**Mentoring and Support**

7. Beginning in April 2020 the scope of the contract may include a requirement to provide a level of mentoring support to assist the professional skills development of trained instructors during their classroom delivery of C-IED training material. Contract mentors will be required to support and guide them with their pre-lesson preparations and provide monitoring and observations during the teaching period. Following the delivery of lessons, contract mentors shall provide developmental feedback on the delivery of the lesson material and the performance of the instructor. Contract mentors should design a performance checklist for the instructor to use in the improvement of further lessons. Mentoring materials will be quality assured in advance of the mentoring by DEMS training specialists. The requirement for mentoring and support will be entirely dependent on the abilities of the instructors’ trained. The duration of the support will be 2 to 5 days. The contractor is requested to submit a price for the activity but noting that it will not be fixed.

**Services**

8.The following additional services shall be provided by the contractor:

a. **Scenario development.** To include the development of a general scenario with associated maps and graphics, sufficient to provide the framework for syndicate work and planning exercises. An additional, simplified scenario may also be produced to support syndicate room activity.

b. **Production of training material.** To include printing and electronic media to support the delivery of the training as required. The contractor, in accordance with this SOR, will develop some training material. The content of training material, aide memoires and mapping to support the training scenarios shall be agreed with the Project Officer. The contractor should expect to be responsible for the cost of their production.

**Specific Requirements**

9. **Activity/Training Audience.** Students are expected to be already trained in their individual specialisations in accordance with assigned roles, with an appropriate level of English language skills and an appropriate level of computer literacy (able to operate a PC and effectively use email and MS Word, Excel and PowerPoint to create and manage products associated with mission staff work). The requirement for language translation services in support of activities is under review, and is outside the scope of this SOR.

**Learning Outcomes**

10.The course shall have the following learning outcomes:

 a. LO 1. To understand the fundamental principles of CIED

 b. LO 2. To understand the fundamental principles of Search

 c. LO 3. To understand the respective responsibilities of each search role; Searcher, Scribe, Team Commander and Search Advisor

 d. LO 4. To carry out the responsibilities of each respective role as part of a search team

 e. LO 5. To carry out route and compound search as a complete search team

 f. LO 6. To have a comprehensive understanding of the capability provided by other EOD & Search agencies

**Time/Approach**

11. The requirement for contracted days for each activity is described as follows:

a. **Delivery.** Training and HPSS instructor mentoring will be delivered in line with the specified training days.

b. **Preparation in location.** Time will be allocated for contractors to integrate with other training providers (Project Officer, military training teams, subject matter experts / advisers as appropriate), to prepare training facilities and to finalise the detailed programme for the activity on arrival at the training location.

c. **Travel.** Time will be allocated for travel to and recovery from the training locations.

d. **Preparation at ‘home location’.** There will be a requirement to prepare material in advance of each activity. Much of this work can be done remotely. It is assumed that the contractor will determine how this work is to be divided between individual instructors; should additional (or less) time be required to prepare for a specific activity, this matter shall be discussed and agreed with the nominated Project Officer but ultimately will be the responsibility of the contractor to ensure all is “in Place” for course start and delivery.

**Location**

12. The majority of the training and mentoring will take place at the Humanitarian Peace Support School (HPSS), Nairobi, Kenya. However, there is an aspiration to deliver within the region, this could include but not be limited to Zambia, Uganda and Botswana. Any deviation from the Kenya based course locations will be mutually agreed between the contractor and BPST(A).

**Project Officer**

13. BPST(A) shall provide, or facilitate provision of, an individual with appropriate experience as the Project Officer for each activity, responsible for overall coordination and monitoring the performance of the contractor.

**Instructors**

14.The contractor shall provide instructors, noting the potential for a blended Military/Contractor team, in accordance with agreed student: instructor ratios, to deliver instructional periods together with the Project Officer, associated training teams and subject matter experts, under the approval of the Project Officer.

a. **Military training and experience.** Contractors shall have received formal training and have operational experience in the subject being taught on the training course:

b. **Training experience.** Contractors shall have experience of civil/military training planning, delivery and mentoring.

c. **Instructional experience.** Contractors shall have experience as instructors teaching students at the level of the specific activity.

**Reporting and M&E**

15. A BPST(A) Project Officer will be allocated as the primary point of contact for the contractor; this officer shall keep Commander BPST(A) informed of progress. The contractors assigned to each activity shall report directly to the Project Officer assigned the lead for that activity. Each activity has a reporting requirement and deliverables include a post-activity report; the specific M&E requirements will be defined by the Project Officer assigned as the lead for each activity.

**Timeframe, Quantity and blended Military/Contractor delivery.**

16. This SOR details support to November 2020. This requirement is in the form of a “call-off” contract for the delivery of up to three (3) courses. This quantity can be changed by mutual agreement. The contractor should approach each course as part of a full spectrum capability development and will be expected, when required, to link in with other agencies, countries and organisations that contribute to East African operations. The contractor shall be required, under the direction of BPST(A), to provide professional skills development mentoring to HPSS instructors who shall progressively take over responsibility for SOAC training delivery.

There is a requirement for a gradual transition from training delivery to mentoring according to the requirements of the programme and assessments as to the growing capability of HPSS instructors.

**Intellectual property.**

17. Any course material produced by the contractor will be considered the property of both the contractor and BPST(A). All training material should be sent to the project officer prior to course commencement. All training material should equally share branding between BPST(A) and the CIED Wing.