

TAAWON FOR CONFLICT RESOLUTION

Terms of Reference (ToR)

Recruitment of a Consultant (Individual or Firm) for the Design, Implementation, and Analysis of Public Opinion Surveys

1. Introduction

Taawon for Conflict Resolution is an independent, non-profit Palestinian organization established in 2002. It works in partnership with public institutions and civil society organizations to promote social peace, social justice, human rights, tolerance, dialogue, and the peaceful resolution of conflicts.

Within the framework of the project “Popular Dialogue: Reviving the Two-State Solution within the Palestinian Community,” implemented by Taawon for Conflict Resolution and supported by (TSS) Taawon seeks to contract a qualified individual consultant or a specialized firm/company to design, implement, and analyze three public opinion surveys, and to produce data and analysis that support project activities and outputs.

2. Objective of the Assignment

To provide specialized technical services for the design, implementation, and analysis of public opinion surveys. Reviving the Two-State Solution within the Palestinian Community (the topics shall be precisely determined later in the contract) The assignment may be awarded to implement one survey, two surveys, or all three surveys, with a separate analytical report prepared for each survey completed.

3. Eligibility

This opportunity is open to:

- Individual consultants applying in their personal capacity; and
- Registered companies, research firms, or polling agencies applying as legal entities.

Both categories will be evaluated using the same criteria set out in Section 10. Companies must submit proof of registration; individual consultants must submit a valid ID or equivalent proof of eligibility to work in the relevant jurisdiction.

4. Scope of Work

The following responsibilities apply to the survey(s) assigned under the contract:

1. Coordinate with the project team to identify and agree on survey topics.
2. Design the survey methodology and data collection tools.
3. Launch and implement the surveys and oversee data collection.



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4. Ensure a minimum sample size of 300 completed responses per survey from the West Bank, using a documented, statistically sound sampling method.
5. Review and verify data quality, including logic and consistency checks.
6. Analyze the findings and identify key indicators and conclusions.
7. Prepare a separate analytical report for each survey completed.
8. Ensure the confidentiality of respondent data and compliance with standard research ethics, including informed consent and political neutrality in question design and reporting.

5. Deliverables and Indicative Timeline

Deliverable	Description	Indicative Timeline*
1. Inception / Work Plan	Work plan, methodology outline, and implementation timeline	Within 5 days of contract signature
2. Data Collection Tools	Finalized questionnaire(s) and data collection tools per survey	Within 10 days of contract signature
3. Survey Dataset(s)	Cleaned, anonymized dataset per completed survey (min. 300 responses/survey)	Per agreed fieldwork schedule
4. Analytical Report(s)	Full analytical report per survey, including methodology, findings, and key indicators	Within 10 days of dataset finalization
5. Executive Summary	Executive summary of findings per survey, suitable for non-technical audiences	With each analytical report

*Exact dates will be confirmed jointly with the selected consultant/firm at contract signature and reflected in the final work plan.

6. Duration of Assignment

The assignment is expected to be completed within 20 days from the date of contract signature, depending on the number of surveys awarded (one, two, or all three). The exact contracting period and milestone dates will be fixed in the signed contract based on the applicant's proposed work plan.

7. Payment Terms

Payments will be made in Euro (€) by bank transfer or cheque, subject to any applicable withholding tax under Palestinian law, as follows:

- 100% payment will be made in a single installment upon full completion and approval of all deliverables, including the final dataset(s), analytical report(s), and executive summary(ies) for the relevant survey(s).

For multi-survey awards, payment will be calculated and released on a per-survey basis, in full, upon completion and approval of the deliverables for each respective survey.

8. Required Documents



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All applications, including the technical proposal, financial proposal, and supporting documents, must be submitted in English.

1. Curriculum Vitae (for individual consultants) or company profile with team CVs (for firms).
2. Proof of eligibility: valid ID (individuals) or certificate of registration/business license (companies).
3. Technical proposal outlining the proposed methodology, sampling approach, and implementation plan.
4. Separate financial proposal in Euro (€), including a detailed cost breakdown and clearly indicating the proposed cost for one survey, two surveys, or all three surveys, as applicable.
5. At least one reference or sample of previous, comparable survey work (e.g., a redacted prior report).

9. Application Process

Applicants — whether individuals or companies — may apply to implement one survey, two surveys, or all three surveys. The proposed scope of work must be clearly specified in both the technical and financial proposals.

Technical and financial proposals must be submitted as separate documents, together with the applicant's CV/company profile and supporting documents, by email to:
taawon@taawon4youth.org

Email subject line: “Application – Consultant for Design, Implementation and Analysis of Public Opinion Surveys.”

Publication Date: 24 August 2026

Submission Deadline: 31 August 2026, 23:59 (Palestine time)

Applicants are encouraged to submit questions in writing to the above email at least 3 days before the deadline; responses will be shared with all parties who have requested clarification, to preserve a fair and transparent process.

10. Conflict of Interest and Confidentiality

- Applicants must disclose any current or prior relationship with Taawon for Conflict Resolution, the TSC, or related project stakeholders that could constitute a real or perceived conflict of interest.
- The selected consultant/firm must maintain the confidentiality of all respondent data and project information, both during and after the assignment.
- Survey design and reporting must remain politically neutral and methodologically objective; findings must be presented factually, without advocacy framing.



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- All raw and processed data collected under this assignment remain the property of Taawon for Conflict Resolution and may not be shared with third parties without prior written consent.

11. Evaluation Criteria

Criterion	Weight
Methodology and work plan	50%
Financial proposal	50%

A minimum technical score threshold of 60% (methodology and work plan) is required for a proposal's financial component to be reviewed.

12. Contracting Period and Termination

The assignment will commence upon contract signature and continue until completion and approval of all agreed deliverables, within the indicative duration set out in Section 6. Either party may terminate the contract by written notice in the event of non-performance, in accordance with the terms set out in the signed contract.

13. Contact

For questions regarding this ToR, please contact: taawon@taawon4youth.org