

Terms of Reference (ToR)

Vocational Training Need Assessment for Youth and Woman Employment in Nawalparashi

1. Introduction

With the funding from KOICA and technical support of Good Neighbors International (GNI) Nepal, SAHAMATI is implementing Inclusive Rural Development Project (IRDN) in East and West Nawalparasi district. Started since June 2019, the two-year long IRDN project aims to implement 26 locally initiated projects (LIPs) under four themes; Commercial Agriculture Production, Commercial Livestock Production, Economic Infrastructure at Community Level, and Youth and Women Skill Development.

The overall objective of the IRDN project is to improve socio-economic status in the target area and enhance the quality of life of local residents through transfer of sustainable community development model.

2. Background of the assessment:

One of the specific objectives of IRDN/LIP is to uplift the economic status and create employment opportunities in targeted area through vocational skill trainings leading to job placement and enterprise development. Women and youth employment is one of the component of LIPs that aims to provide occupation based vocational skills to poor household and equip them with the skills and knowledge needed for employment. Effectiveness of vocational training programs depends largely on the selection of proper skill sector. So, the LIPs should focus on such skill sectors those either can assist in establishing profitable local enterprises or are more demanded in local, national and international job market.

In the context of IRDN, there could be tremendous job opportunities in industrial corridors lying close to the project area where the trained human resource can be employed. In addition, since the project area lies in well accessible area and close to bigger markets like Butwal and Narayangarh, some of the skill sectors might also have scope to establish profitable enterprises at local level. So, there could be many sectors in which skilled based trainings can be provided to create youth and woman employment through enterprise establishment and job placement. However, a detail study is essential to assess the demand and supply situation of skilled human resources in various sectors those either have higher job placement or enterprising potentiality. Therefore, SAHAMATI intended to invite Expression of Interest (EOI) from potential

individual/firms/company for carrying out Training Need Assessment to identify most promising skill sectors for enterprising and employment creation in the IRDN project area.

3. The objective of Assessment

The main objective of this assessment is to find out viable enterprising and employment creation sectors based on market situation and existing skill base of targeted beneficiaries. The result of this assessment will be the basis to identify potential skill sectors to provide vocational trainings and enterprising support by the IRDN project.

4. Deliverables

The following deliverables are expected through this study:

- Clear picture of demand of skill sectors and employment opportunities for youth and women in IRDN project area
- Current trend of occupation of target population and possible areas of intervention (Technical/Financial)
- Highly demanded trainings/services as per local market demand.
- Key constraints perceived by target groups on access to income and employment opportunities.

The Final Report should include:

- All the answers of the research questions as stated in the objectives and expected deliverables as per this ToR, and
- An adequate quantitative and qualitative substantiation of the findings
- List of viable skill sectors for vocational training and support

5. Methodology

The consultant will be responsible for developing, revising, and finalizing the research methodology in collaboration with the IRDN team.

- Consult with Technical Support Team and IRDN project staffs to finalize the study framework and processes (Methodology, questionnaire, sample selection, report outline)
- Interview/FGD/workshop with beneficiaries and key market stakeholders at district and regional level that will include self-groups of women and youth, technical and vocational training providers, employers, industrialists, Chamber of Commerce and Industries, Local Government Units (LGUs), and beneficiaries.

- Select beneficiary samples (KII stakeholders) from targeted project area with assistance from IRDN staffs
- Access most demanded skill sectors by visiting industrial corridor close to project area
- Interpret findings in consultation with key IRDN staffs and LGUs representatives.
- Submit the final report in both soft and hard copies to SAHAMATI/IRDN

The study will go through below phases:

a. Preparatory phase:

The preparatory phase includes; i) Study project documents ii) Inception meeting amongst GNI Nepal and SAHAMATI; and iii) design and finalization of FGD questionnaires, field work plan and methodology, iv) Meeting with GNI Nepal and SAHAMATI to finalize the study framework and tool.

b. Field Work:

The study team/ consultant should visit and observe project sites, carry out questionnaire survey and do interaction with different actors. The consultant should also analyze the secondary data as per need, observe the potential industries and market, interact with the market actors and observe business areas. The interaction will be done with;

- Community people
- Market actors (employer, Business man etc.)
- District level stakeholders

c. Analysis and Write-up

The consultant should compile and consolidate relevant primary and secondary information/data (qualitative and quantitative) required drawing findings and furnish recommendation. The consultant should draft a report highlighting key findings and set of recommendations. A draft report will be shared to GNI Nepal and SAHAMATI for comments and feedbacks. The team consultant should provide the final report with clear recommendation on what sort of intervention should be done in skilled human in the area and what sort of enterprises will be best for skilled based training.

6. Timeline for the study

The study should be started as soon as possible and need to be completed by 20 December 2019. The assignment consists of 16 working days. A tentative schedule for the assessment is as follows:

Tasks	Time Allocation
Document review and develop Methodology and Tools in consultation with IRDN team	2 days
Conduct study in Nawalparasi districts (Field visit in project municipality), meeting with stakeholders, interaction with market actors, visit to market centers and industrial corridor) and in other district if required.	6 days
Study team consultation	1 days
Draft Study Report	4 days
Preliminary presentation de-briefing with IRDN and feedback collection	1 day
Finalization and Submission of Report	2 days
Total	16 days

7. Study team and Qualification of Consultant

The study team should be comprised of two consultants, a Team Leader and a Research Associate.

Individual consultants or registered firms are eligible for the bid submission. Team Leader should have the below qualifications for this study:

- The consultant must have master degree in Business Management, Economics, and/or relevant sector with adequate understanding and experiences on vocational skill training and employment generation
- S/he must possess excellent statistical and quantitative data analysis skills;
- S/he must be well versed in should have knowledge of the policies, rules, and regulations pertaining to vocational skill training and employment sector in Nepal

Research Associate should have at least Bachelor Degree in Business Management, Economics, and/or relevant sector with adequate understanding of conducting market survey, data collection and analysis.

8. Budget

The consulting team/consultant can propose a competitive cost package which must reflects per-day remuneration of expert/s, travel and other related expenses. The budget should cover the consultancy fee, travel, food and accommodation of consultants and others expenses as justifiable. SAHAMATI could not bear any additional and unforeseen budget against agreement between both parties.

9. Submission

The consultants should submit below documents to verify required expertise for the study:

- Curriculum vitae of consultants highlighting relevant qualifications, work experience and knowledge of working in similar field.

- Financial proposal indicating expert fee, travel and other logistic cost
- Letter of Interest (LoI) briefly mentioning the study methodology

10. Other Considerations

IRDN technical support team at GNI Nepal provides assistance and advice to the consultant with all necessary background materials concerning the project and the project site, including the project plan and baseline data and information. SAHAMATI is responsible for decision making concerning all practical issues of the assignment during field study.

Technical and financial proposals should reach the address given below via email by 5 December 2019, 17:00 hours (Local Time). Please enclose the application and proposals in an envelope and mark it “EOI for Vocational Training Need Assessment” and submit it at the address given below:

SAHAMATI

Gaidakot Municipality – 5

Nawalparasi, Nepal

Email: sahamatijobs@gmail.com or ei@gninepal.org