

Government of Nepal
Ministry of Education, Science and Technology
Enhanced Vocational Education and Training Project-Second (EVENT-II)

Terms of Reference

for Delivering Vocational Training and Employment Services for Targeted Youths under General (Result-based Short-term) Training for Women (1stRound)

1. Background

- 1.1 The Government of Nepal (GoN) has received financial support from the World Bank to meet the costs of the Enhanced Vocational Education and Training Project-Second (EVENT-II). The aim of the project is to expand the supply of skilled and employable labor by increasing access to quality training programs, and by strengthening the technical and vocational education and training system in Nepal. As per the proposed agreement between the GoN and the WB, the project implementation period embarked on 2074-2079 B.S. (July 2017 to October 2022). The project focuses on increasing access to technical and vocational education and training (TVET) programs for the disadvantaged youths, especially those who are poor and living in remote regions, females, Dalits, marginalized Janajatis and people with disability, through training and other inclusive processes. One of the key activities of the project is the provision of short-term vocational skills training and job placement to poor youth and youth from disadvantaged communities and regions lagging behind.
- 1.2 EVENT-II has targeted to train approximately 10,000 women over the project period and 5,000 women participants for FY 2075/76 B.S(2018/19).
- 1.3 In order to accomplish the objectives of providing training to the needy women, EVENT-II aims to conduct the training programmes through training provider companies and wants to make the training providers more responsible to facilitate the womenyouth in employment opportunities.
- 1.4 These TORs provide guidelines to the aspiring TESP about the scope of work, EOI process, deliverables etc.

2. Scope of Work

- 2.1 The TESP will be responsible for providing skills training and employment to the above-mentioned target group. The trades/occupations to be identified for training will be based on Rapid Market Appraisal (RMA).
- 2.2 The training period should normally be of minimum 400 hours (390 hours for vocational training and 10 hours for business and life skill trainings) and 80 net training days over a period of three months according to CTEVT curriculum. If the curriculum of level 1 for some trainings are approved by the CTEVT with less than 400 hours, those training periods shall also be accepted.
- 2.3 The TESP will establish a reliable monitoring mechanism to confirm that minimum employment rate at the pre-defined income levels has to be achieved.
- 2.4 The trainings being provided by the TESP need to confirm to the minimum standards outlined in the CTEVT Curriculum and National Occupational Skill Standard (NOSS) of the National Skills Testing Board (NSTB).
- 2.5 The trainings can be conducted in the 74 districts (Except Kathmandu, Lalitpur and Bhaktapur).
- 2.6 The service contract period may vary depending on the number of training events to be delivered by the respective TESP. Each of the training events must meet the standards of CTEVT/NSTB. Trainings are planned to begin from January 2019.
- 2.7 The TESP should co-ordinate with the local government during the RMA and they have to submit recommendation letter from the respective local government for supporting in the RMA process and for conducting the training program.
- 2.8 One TESP can submit EOI within the trade/occupation listed in the Annex – 1 of the TORs for maximum 5 training events or for 100 participants (with normally 20 participants in a group). If the EOIs submitted by a TESP are beyond the following criteria, EVENT PS can allow any EOIs by bringing into the prescribed limit.

3. Mandatory Minimum Eligibility Criteria

The following criteria are mandatory in order to be eligible for the purpose of shortlisting. In absence of any one shall result into disqualification of the TESP:

- a) duly registered at the Office of the Company Registrar,
- b) PAN and VAT registration;
- c) affiliated with CTEVT for the short-term training including renewal,
- d) have at least 3 years of proven track record of conducting CTEVT-certified vocational training programs of minimum 390 hrs,

- e) have at least average annual turnover of NRs 4 million in the last three fiscal years;
- f) Tax clearance certification for the last three fiscal years;
- g) recommendation letter from local government; and
- h) declaration in writing from TESP that it is not disqualified from taking part in the procurement proceeding and there is no conflict of interest in the proposed procurement proceeding.

4. Incentive Scheme

EVENT – II targets specific groups of youths to facilitate in the training and employment opportunities. The training programme plans to achieve maximum number of training graduates gainfully employed. The graduates must be employed for at least six months with a minimum monthly income of NRs 9,700.00 if employed in Nepal, NRs 15,500.00 if employed in India, and NRs 25,000.00 if employed aboard/overseas. In order to encourage the TESPs, some measures of providing incentive is designed as follows:

- 4.1 Incentive shall not be allowed if more than 50% of the trainees are not gainfully employed. The incentives shall be proportionately increased in the ratio of gainful employment of the trainees. The verification of the employment status of the trainees will be done twice in three and six months after the training completion, either in Nepal, India or abroad.
- 4.2 Differential incentive will be provided to the TESPs in order to encourage them for enrolling the women from targeted groups/communities:

Target Category	Target Groups	Incentive provision
A	Poor Dalit women; Special groups: widows, women with disabilities; women from Endangered groups ⁶ , women from Highly marginalized groups ⁷ , women from ex-Kamaiyas, Kamliaries and Haliyas	100% of the training cost
B	Poor women other than in Category A above	80% of the training cost

6 Kisan, Kushbadia, Kusunda, Meche, Raute, Raji, Lepche, Bankariya, Surel, and Hayu
 7 Chepang, Jhangad, Thami, Thudam, Dhanuk, Danuwar, Baramo, Bote, Majhi, Lhomi, Satar, Snathal and Siyar

5. EOI Information and Procedure

- 5.1 Interested eligible TESPs can submit EoI along with required information as per the EOI format, which are available from the EVENT-II office or at the EVENT-II website (www.event.gov.np).
- 5.2 There will be three different groups of occupations from the aspect of cost category as listed in Annex – 1 (group - A, B and C). TESPs can bid

accordingly for the purpose of pricing the occupations. Occupations not listed in the above groups shall be included in the appropriate group by EVENT PS.

- 5.3 The applications should also include authorized signature and office seal assuring the authentic and correctness of information provided.
- 5.4 All the documents submitted under this EOI should be clearly legible and must be duly certified from the Notary Public on every page.

6. Selection Criteria

- 6.1 The total number of training participants is 5,000 for the fiscal year and the training quota is allocated to all the seven provinces as follows:

S. No.	Province	Quota Allocation
1	Province 1	940
2	Province 2	860
3	Province 3	700
4	Gandaki	560
5	Province 5	880
6	Karnali	500
7	Province 7	560
Total		5,000

- 6.2 If a TESP has submitted EOIs for more than prescribed limit, EVENT-II PS shall solely decide for bringing into the eligible limit.
- 6.3 If a TESP has submitted EOI for trades/occupations which are not listed in Annex – 1 of the TORs, EVENT – II PS shall solely determine the cost group of the proposed trade/occupation to fit into the Annex – 1 of the TORs.
- 6.4 Based upon the EOIs and the proposals for each province, competition shall be made among the TESP on provincial basis. The quota between remote districts and accessible districts shall be distributed in proportion of shortlisted number of EOIs.
- 6.5 EVENT-II will evaluate the duly received EoIs through a predetermined evaluation criteria based upon these TORs, adequacy of the mandatory eligibility criteria and on the basis of evaluation criteria set forth in the Project Implementation Manual (PIM).
- 6.6 The minimum score required for short-listing is 60 out of 100.
- 6.7 Only the short-listed companies from this EOI process shall be allowed to submit technical and financial proposals.

7. Deliverables

- 7.1 The selected TESP shall conduct trainings as per agreed time schedule and other conditions.
- 7.2 The TESP shall submit EVENT-II PS a report on completion of each training.

7.3 The TESP's shall submit a comprehensive report about the service provided by it including for fulfilment of the training objectives like skill tests, gainful employment along with verifying evidences etc.

8. Payment Terms

Payment Modality for Result-based Short-Term Training are outcome-based. The "outcome" price includes direct training costs, placement and follow up costs, and incentives. The final size of re-imburement to a training provider will depend on final results delivered. Payment will be made in the following installments:

a) First installment: 10% of the agreed total outcome price is paid to the training provider after the beginning of the training, upon submission of necessary information on individual enrolled trainees to the PS's Training Management Information System (TMIS). The Joint Monitoring Team (JMT) will verify the outcomes claimed by the TESP.

b) Second installment: 40% of the agreed total outcome price is paid after submission of the training completion and skills test report by the TESP to the PS through the TMIS. Payments will only be made for trainees who have completed the skills test. The JMT will verify the outcomes claimed made by the TESP.

c) Third installment: 25% of the agreed outcome price is paid after submission of the 3 months graduates-employment verification report by the TESP to the PS through TMIS. The JMT will, on a sample basis, verify the outcomes claimed made by the TESP.

d) Fourth installment: 25% of the agreed outcome price is paid after the submission of the six months graduates-employment verification report by the TESP to the PS through TMIS. The JMT will, on a sample basis, verify the outcomes claimed made by the TESP. The reports submitted by TESP's, through TMIS, must correspond with the field checks and verification done by the JMT. The 3-months and 6-months employment verification, will be sample-based, which will include a random sample of at least 10% and 33% of the employed graduates, respectively.

9. Monitoring, Verification and Evaluation

Regular monitoring and reporting will be the responsibility of TESP's. JMT will provide external monitoring throughout the training cycle. The field monitoring of the results-based short-term training program, by the JMT, will be carried out in the steps and frequency as determined by the monitoring guidelines.

Annex1: Classification of Occupations based upon Estimated Cost

S. No.	Group 'A'	Group 'B'	Group 'C'
1	Aluminum Fabricator	Bricklayer Mason	Barber
2	Arc Welder	Building Electrician	Community Agriculture Assistant
3	Auto Mechanic	Building Painter	Community Livestock Assistant
4	Furniture Maker	Commis (III)	FM Studio Technician
5	Industrial Electrician	Construction Carpenter	Plasterer
6	Junior Plumber	Electrical Appliances Repairer	Security Guard
7	Motorcycle Service Mechanic	Electrical Motor Repairer	Village Animal Health Worker
8	Refrigeration and Air-condition Junior Mechanic	Junior Computer Hardware Technician	
9	Tile/Marble Fitter	Mobile Repair Technician	
10		Solar Electric Technician	
11		Stone Layer Mason	
12		Telecom Technician	