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**INVITATION TO TENDER**

***To support the Association of Tanzania Employers (ATE) in improving the participation of the private sector in VET.***

*The consultancy services required are for 11 days of a Tanzania-based Local Consultant to work with the International Consultant (who is based in the UK) to support the delivery of an EU-funded VET Toolbox project to improve private sector engagement in TVET in Tanzania.*

*The breakdown of the role and its relationship that of the International Consultant is outlined in the SERVICES section below. The project will run between December 2020 and May 2021.*

*The work will include, desk research, undertaking a gap analysis with local stakeholders, designing and delivering a workshop to build capacity of partner in private sector engagement in TVET, writing a series of recommendations informed by this workshop and the gap analysis in the form of an action plan.*

**ABOUT THE VET TOOLBOX PROJECT**

VET Toolbox is an EU PAGODA project delivered through an implementation partnership consisting of Enabel (Belgium), British Council, GIZ (Germany), LuxDev (Luxembourg) and Agence Française de Developpement (France).

VET Toolbox provides partner countries with know-how, tools and advice in order to improve the effectiveness of TVET reforms supported by the EU (EC and EU Member States). It focuses on supporting VET systems to:

* become more demand-led, with more effective private sector engagement;
* become more responsive to labour market needs;
* provide increased access to (self-) employment, including for disadvantaged groups.

The project’s interventions are demand-driven, initiated by support requests from partnerships, and include support missions, intermittent support missions, and both the application of existing tools and the development of new tools. Interventions are targeted and relatively short, providing countries with fast and flexible assistance to complement broader reform.

VET Toolbox operates in countries in receipt of Official Development Assistance, excluding EU Neighbouring States and EU Accession States and particularly active in Sub-Saharan Africa and South Asia.

**BACKGROUND TO THE VET TOOLBOX INTERVENTION IN TANZANIA**

The Association of Tanzania Employers (ATE) is the most representative Employers’ Organization in Tanzania which was formed in 1960, established by Law and currently under Employment and Labour Relations Act, 2004 to represent the interest of Employers on Labour and Employment issues. It represents employers in all sectors of the national economy excluding the civil service and has currently at least 1400 direct members and at least 7500 indirect members drawn from private business firms, companies and some parastatal organizations.

Since the private sector provides a huge number of all kind of jobs in the formal and informal sector ATE would like to increase the private sector involvement in all affairs affecting VET especially to reduce the skills mismatch and the gap between the demand of the labour market and the current VET provision in Tanzania.

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| Specifically, the ambition of the project will be:***To support the expansion of private sector engagement and cooperation with the public sector in order to aid the TVET reform process and make VET more demand-driven and employer-led*** |

**SCOPE OF WORK**

The project will consist of three interlinked strands:

**Strand 1 - Advice and capacity building on contextualising international best practice to achieve greater private sector engagement in TVET**

* To conduct desk research and interviews to ascertain the specific aims and constraints of private sector engagement in TVET for Tanzania
* To design a workshop for ATE members and other nominated partners or stakeholders to showcase and discuss international best practice in private sector engagement in TVET
* To produce a short summary report of the workshop elaborating on how international experience and practice might be adapted and contextualised for Tanzania
* Deliver and summarise the workshop with the specific output of agreeing the ambition of private sector engagement in TVET in Tanzania in the Short, Medium and Long Term.

**Strand 2 – Conduct an analysis of the current level and type of private sector engagement in TVET and publish a gap analysis of the findings relating to the ambition**

* To design a diagnostic tool based on the declared ambition, context of Tanzania and international examples to assess the gaps in private sector engagement in TVET
* Conduct the Gap analysis through interviews, desk research and empirical study
* Order and publish the findings highlighting specific areas for development
* Using the information gained outline, in the form of an action plan, specific actions and timeframes to address the main identified challenges. Care should be taken to focus on core issues and to ensure that other programmes to promote private sector engagement in TVET are mapped against the findings.

**Strand 3 – Socialise the findings and draw together relevant partners to share results and agree next steps**

* Promote the published gap analysis and action plan by convening a workshop for the main stakeholders and promotional event for a wider group on the same day
* The workshop will draw together key actors from ATE and partners from Government and Education and seek to identify who will be responsible for driving forward the action plan and who will support which aspects.
* The broader promotional event will support the wider understanding of ATE’s role and key ambitions in Private Sector engagement in TVET.
* Complete final project report

**Workshops and events may be either digital or in person and this will be determined by the British Council based on the needs of the project and the logistical considerations as will the recruitment of a local consultant to assist if deemed necessary.**

**Timeline**

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| **Month** | **Strand 1** | **Strand 2** | **Strand 3** |
| 1 | Conduct desk research and interviews on private sector engagement in TVET within Tanzania To design a workshop informed by international best practiceDeliver and summarise the workshop highlighting the agreed ambition of ATE and partners and broader findings in a short summary report |  |  |
| 2 | Design and conduct a gap analysis to understand the current level and type of private sector engagement in Tanzania.Publish the findings and action plan |  |
| 3 |  |  |
| 4 |  |  | Validation workshop and promotional event |
| 5 | Publish final materials and the write up and agreement of actions forged at the workshops |
| 6 | Post-implementation report   |

**Planned mission**

The duration of the assignment will be within the period from December 2020 to 31 May 2021. The assignment is scheduled to include two missions to Tanzania from the UK conducted in person by the International Consultant although the first may be done digitally or by a Local Consultant with input from the International Consultant.

**SERVICES**

The consultancy services required are for 11 days of a Tanzania-based **Local Consultant** who will work to support the International Consultant who is based in the UK. The breakdown of the role and its relationship that of the International Consultant is outlined below

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| International Consultant role | Local Consultant role |
| General preparation, desk research, remote interviews (3 days) Jan 2021 | Support arrangements for and/or conducting key interviews (if not digital by UK consultant-preferred) Approx. 6-8 interviews. Gov & TVET/expert organisations including: ATE (Executives & Chairs of Zones/Sector Boards) MoEVT, GIZ/UNESCO, VETA/VET Fund(2 days) |
| In-country interviews, design and delivery of workshop and defining of next steps; compile a short report (6 days)Jan/Feb 2021 | Carry out face to face structured interviews (script provided) with primarily employers/ATE Chairs of priority sector Boards) Write up interviews Support arrangements for initial workshopAssist/facilitate consultation workshop (structure and topics provided) Write up notes of discussions (4 days) |
| Developing and conducting a gap analysis of private sector engagement in TVET (6 days)March 2021 | Review/input into gap analysis (1 day) |
| Reviewing and writing up the findings of the gap analysis and action plan (5 days)March 2021 |  |
| Designing and delivering final workshop and promotional event (4 days)April/May 2021 | Support delivery of final workshop tbc format and platform/live event. (4 days) |
| Authoring a report of the workshop and reviewing the gap analysis and action plan if required (2 days)May 2021 |  |
| Write post-implementation report (2 days)May 2021 |  |

## SUPPORT

Support and guidance from the British Council will be provided to both consultants. This will include technical support and guidance on specific local requirements from British Council experts in the UK and Tanzania.

**PROCUREMENT PROCESS AND TIMELINE**

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| Weds 14 Dec 2020 | ITT sent to longlist of framework pool consultants |
| Weds 22 Dec 2020 | Deadline for consultants to register interest in opportunity |
| w/b Mon Jan 4 2021 | Shortlist of consultants identified and consultants notified |
| w/b Mon 11 Jan 2021 | Interviews of shortlisted consultants and consultant selected |
| w/b Mon 18 Jan 2021 | Contracting completed and work begins |