**Government of the People’s Republic of Bangladesh**

**Ministry of Finance, Finance Division**

**Skills for Employment Investment Program (SEIP)**

**Request for Expression of Interest (REOI)**

**For Recruitment of Individual Consultants (2-International and 5-National)**

**Consultancy Package SD 18 & 19: Fast Track**

**No. SEIP/SD-18 & 19/93/2014-2015 Date: 31-05-2015**

**A. Project Background**

Government of Bangladesh is implementing the Skills for Employment Investment Program (SEIP) with financial assistance from the Asian Development Bank (ADB) and Swiss Agency for Development and Cooperation (SDC) that will develop a workforce equipped with contemporary technical skills and knowledge through vocational training by establishing a mechanism to facilitate collaboration between training institutes and industry which would optimize the utilization of available human resources.

The program will work in close collaboration with a number of training institutes under different ministries, selected industry associations, Bangladesh Bank Small Medium BBSME and PKSF in SEIP priority sectors (RMG and textiles, construction, light engineering, information technology). The program will also work in close coordination with the National Skill Development Council (NSDC) secretariat. The program will have linkages with on-going projects supported by government and development partners including Skills Development Project, Skills Training Enhancement Project, etc.

The Skills Development Coordination and Monitoring Unit (SDCMU) has been established under the Finance Division, Ministry of Finance to serve as the Program Management Unit (PMU) of the SEIP. Finance Division of the Ministry of Finance is the executing agency for the SEIP.

The purpose of this assignment is three-fold: (i) mapping the curriculum of the new SEIP training program to existing BTEB approved competency standards ii) updating and developing competency packages in line with the BTEB approved standards which will reflect industry-identified job roles; (iii) preparing teaching, learning and assessment resources to support the competency-based SEIP program to operationalize industry-led assessment for credible certification through the industry associations, BBSME & PKSF.

**B. Detailed Tasks, Qualifications and Experiences of Consultants**

**I. One international specialist to fast-track the development of competency standards and associated teaching, learning materials (6 person- months)**

**Qualification and Experience: The specialist will have at least a master degree with minimum 10 years experience in developing and producing of outcome-based standards and curriculum.**

The specialist will

1. Review and assess the current status of competency standards developed in the 5 priority sectors of SEIP ;
2. Work with the industry associations, BBSME and PKSF, concerned ISCs and industry experts to update and develop at least eight job focused competency standards for each sector to ensure a CBT approach to the delivery of SEIP training programs;

1. Ensure that the new competency standards can encompass the training programs developed for the SEIP and prepare at least one full set of new teaching and learning materials of one course for each sector;
2. Work with the BTEB and ISCs so that new developed competency standards and associated materials meet the approval requirements of the BTEB;

**II. International specialist to fast-track the implementation, assessment and certification of competency-based training (6 person-months)**

**Qualification and Experience: The specialist will have at least a master degree with minimum 10 years experience in implementing competency based training(CBT) system, assessment and certification of CBT system. He/She should also have experience in RPL training and assessment system.**

The international specialist will

1. Work with the industry associations, BBSME ,PKSF ,concerned ISCs and national sector specialists to ensure a CBT approach to the delivery of training programs;
2. Assist all the training providers to clearly specify course learning outcomes and to link assessment through competency standards;
3. Work with SEIP selected training institutions to ensure a CBT approach and to prepare industry-led CBT standard assessment tools for SEIP;
4. Work with the ISCs to secure their ownership of the CBT assessment system and the nomination of industry assessors to be approved by the BTEB;
5. Ensure the new training programs are able to have formal CBT assessment based on approved national competency standards and establish credible certification through the industry associations and SEIP;

**III. 5 national sector specialists (RMG, Textile, Construction, Light Engineering & IT sectors) to support the work of the two international fast track specialists-Duration:6 person- months each**

**Qualification and Experience: The specialist will have at least a bachelor degree in the respective field with minimum eight years experience in skills training program development and implementation**

The five national sector specialists will

1. assist the international specialists to make contact with ISCs and sector industry associations in the 5 priority sectors;
2. gather course information to facilitate a rapid understanding by the international specialists of training courses developed for the SEIP;
3. assist the international specialists to map the SEIP courses to approved competency standards, where this is possible, identifying any gaps and any non-alignment with competency standards approved by the BTEB;
4. assist the development of action plans for competency standards preparation for the 5 sectors so that progressively all SEIP courses are based on BTEB approved competencies with priority being given to current SEIP courses;
5. assist in updating and developing job focused competency standards in collaboration with the training institutions for immediate use of SEIP;
6. support the international specialists to develop and implement teaching, assessment and certification,

**C. Assignment Location**

Dhaka, Bangladesh,

**D. Implementation arrangements**

The individual consulting services will be carried out over a 6(six)-months period and are expected to start in **August 2015.** The consultants will be recruited in accordance with ADB’s *Guidelines on the Use of Consultants* and other arrangements satisfactory to ADB on the recruitment of domestic consultants.

**E. Counterpart Facilities**

The SDCMU will provide furnished office accommodation with internet facility. One Assistant Executive Project Director, Course Specialist and TVET specialist at the SDCMU will coordinate the consultant team.

## F. Reporting Requirements

The consultant team will deliver the following:

1. By the end of month one, two copies of Inception Report with a complete action plan to complete the assignment at the end of six months.
2. By the end of each month, a progress report will be submitted to the Executive Project Director.
3. At the end of month 6, draft 40 competency standards of five industry sectors along with complete teaching learning materials for each occupation of five sectors.
4. At the end of month 6, submit a complete industry-led CBT standard assessment tools for five industry sectors;

**Interested candidates are requested to send their CVs to the following address latest by 24 June 2015 during the office hours. Only short listed candidates will be notified.**

**Jalal Ahmed**

Additional Secretary

and

National Project Director (NPD)

Skills for Employment Investment Program (SEIP)

Finance Division

Ministry of Finance

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