**TOR for Consultancy**

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| Project Tile | Earthquake Emergency Response project |
| Project duration | 3 Months |
| Expected Project Start Date: | Nov 15 2023 to February 15 2024 |
| Location | Spera district, Khost Khawargori, Tedi, Mandata, Spenki Tega, Pakhan, Ghorma, Spera center, Mansonkhil |
| Number of Beneficiaries | 270 BNF |
| Type of Training | Vocational skill training including (Solar Repairing, Motorbike, and Mobile repairing |
| No. of Classes | * Mobile Phone Repairing total 60 BNF two classes * Solar System Repairing Total 120 BNF Four Classes * Motorbike Repairing Total 90 BNF three classes |

**Organization Background**

Johanniter International Assistance ([www.johanniter-int.org](http://www.johanniter-int.org/)) is a department in Johanniter Unfall-Hilfe, a German non-governmental organization. It is the operational unit for humanitarian aid, development cooperation, and emergency relief, implementing and supporting mostly health projects worldwide. The Federal Headquarters are based in Berlin, Germany.

Johanniter has been working in Afghanistan for more than 20 years, providing medical care, livelihoods and shelter to the population as well as to internally displaced persons and refugees in the country. Even after the change of power two years ago, our team in Kabul, together with our partners, is supporting the people and doing important project work.

**Project Background**

Technical and Vocational Education and Training (TVET) is Developing life and work skills means equipping clients with relevant ensembles of knowledge, skills, and attitudes that clients can mobilize independently, efficiently, and ethically to solve problems from a sustainable development and global citizenship perspective. Johanniter International Assistance (JIA) will implementing the Earthquake Emergency Response project funded by (JIA) in Khost Province. The project focus is to provide Lifesaving services for survivors of earthquake effected people of the Spera district, strengthen self-efficacy, and improve well-being, Economic empowerment, and livelihood for clients to pave the way for their Development, and vocational skills

**TERMS OF REFERENCE:**

The TVET consultancy will provide Viable Vocational Skills to Empower the Vulnerable community of the Spera district in Khost province. Under this intervention, the TVET consultancy provides TVET (technical and vocational training) for the selected number of beneficiaries to improve their self-sufficiency and empower them economically. The main objective of this intervention is to skill the people with viable, marketable, and portable vocational skills based on the market demand and the existing skill base of targeted beneficiaries

**PROJECT GOAL**

The main objective of this intervention is to empower unemployed earthquake-affected people by providing them with skills to become skilled workers in identified trades of high demand. The goal will be accomplished by means of working towards the achievement of the objective.

**The following outputs are expected from the consultancy:**

The TVET consultancy is obliged to perform the following responsibilities for the stated vocational training.

* Training has to be delivered and completed in 3 months (Nov 15 2023 to February 15 2024) period
* Provide training in the following specific vocational training areas:
* Mobile Phone Repairing total 60 BNF two classes
* Solar System Repairing Total 120 BNF four classes
* Motorbike Repairing Total 90 BNF three classes
* The trainees must be able to perform the maximum knowledge and expertise required to become skilled workers in the field of training they undertake such as mobile repairing, motorbike repairing, and solar system repairing.
* The Vocational Training provider curriculum in Pashto must be approved by the relevant Ministries and issued certificates must be accredited by the relevant local authority.
* A certified certificate to be issued after successfully completing the course endorsed and recognized by an accredited by local government such as the Ministry of Education or Ministry of Labor.
* Submission of documentation report at the end of the program comprising the salient features of the training activity under this program, suggestions and recommendations emerging from the participants, compilation, and an analytical note of the evaluation sheet (pre-evaluation and post-evaluation) submitted by the participant.
* The Vocational Training provider shall organize the Graduation Ceremony and invite all stakeholders after consultation with JIA.
* The vocational training provider has to prepare the entire course teaching plan and submit to the donor.
* The vocational training provider is supposed to prepare the daily attendance sheets for both trainers and trainees.
* The TVET consultancy must arrange apprenticeship or practical work in related workshops after the center-based training.

**KEY PERFORMANCE INDICATORS DURING IMPLEMENTATION OF SERVICES.**

The following are the key performance indicators required:

* Qualified and experienced trainers provided for delivery of training in motorbike, mobile, and solar repairing.
* Adopted an effective curriculum for the vocational training required in mobile, motorbike, and solar based on recognized training modules.
* Trainers’ performance evaluations are conducted on a monthly basis by the vocational training provider.
* Trainees’ practical skills evaluation conducted on a monthly basis by the vocational training provider.
* Monthly and Final training implementation reports presented to JIA.
* Established efficient coordination of training activities with stakeholders.
* Ensure effective training outputs progress monitoring systems have been developed and are in use.
* 270 trainees who graduated and obtained sufficient theoretical and practical training and are ready for employment.

**Timeframe.**

3-months’ time frame, starting 15-Nov- 2023 to February 15 2024

**8-Reporting:**

For the completion of the tasks and duties, the consultant will report to JIA. The reporting language is English. The title rights, copyrights, and all other rights whatsoever nature in any material produced under the provisions of this TOR will be vested exclusively in JIA. And Consultants should provide weekly progress reports to JIA.

**Deliverables.**

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| No. | Deliverables | Details |
| 1 | Inception Report | The inception report must contain a work plan and an outline. of the training curriculum, guidelines, and material. |
| 3 | Practical Training should be conducted according to the project timeline | The draft PPT presentation that contains steps for trainers including the resource pack to be used for training must be presented to the JIA for review and endorsement before finalization.  The final product will be submitted to JIA one week.  After the endorsement. |
|  | Providing by weekly activates report | Consultancy should provide weekly base activities report including pictures |
| 5 | Final report | The final report will include the selected training topics (practical vocational training), training.  Curriculum, guidelines, and training material. |
| 6 | Distribution awarded certificates to 270.  Participants | The selected company needs to design a good quality.  Certificate to distribute at the 3 month training. |

**Consultancy eligibility criteria**

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| **Technical Evalvatioin Guide for hiring Service Provider to facilitate Vocational Training in Spera** | | | | | |
| Requirement from the Consultant | Technical eligibility criteria | Weightage | Total Maximum allocated points | Received points | Remark |
|  | **Existence of proof that the business has been registered**-copy of company registration, other Permit, and license, declaration of understanding | 20 | 100 |  |  |
|  | **Experience in a similar project**: Evidence of having successfully, carried out similar assignments. Minimum 4 references of the previous project | 40 |  |  |
|  | **Size organization and management**  The service provider has the capacity to carry out the assignment  Organziton chard, office branches employee number.c | 10 |  |  |
|  | **Specialization**- The service provider specialized skills in Motorbike, Solar panel, and mobile repairing | 30 |  |  |
| Total | | 100 |  |  |  |
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**PAYMENT MILESTONES AND AUTHORITY**

The prospective consultant will indicate the cost of services for each deliverable in AFN all-inclusive lump-sum contract amount when applying for this consultancy. And only after approving authority confirms the successful completion of each deliverable as stipulated hereunder. The qualified consultant shall receive his/her lump service fees upon certification of the completed tasks satisfactorily, as per the following payment schedule:

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| Installment of Payment/ Period | Deliverables or Documents to be Delivered | Approval should be obtained | Percentage of Payment |
| **1st Installment** | Upon submission of an Inception Report |  | **30%** |
| **2st Installment** | Submission of draft report |  | **30%** |
| **3st Installment** | Submission of the final/endorsed report in English in both soft and hard copies. |  | **40%** |