

TOR for Technical Consultant for Labor Market Analysis, Data Collection and Data Profile (WP3)

Project title:	GREEN-skills for a sustainable Development
Contract no.:	B_A.3.1_0048_GREENLAND
Service:	Technical Consultant for WP3 in: Labour Market Analysis, Data Collection and Data Profile & Analysis
Location of the assignment (Target areas):	Alexandria & Al Buhayrah, Egypt
Duration of the implementation:	15th Sept. 2021 till 1st November 2021
Project Overall objective:	A.3 - Promotion of social inclusion and fight against poverty (Promote economic and social development) A.3.1 - Provide young people, especially those belonging to the NEETS and women, with marketable skills
Project Specific objectives:	SO1 is to increase employability of NEETs (up to 30 y.o.) and women (all ages) by providing these target groups with marketable skills and qualifications to prepare them for skill-based occupations, piloted within Green and Circular Economy (GaCE) sectors, and reduce skill mismatches. SO2 is to promote connections between TVETs, Public institutions (i.e. Labour agencies and RLAs), Social inclusion actors and SMEs operating in the GaCE sectors with the final aim of increasing the number of networks and actions supporting women and youth employment and fostering Policy innovations. SO3 is to provide innovative approaches to activities such as skills assessment, data profiling, training, coaching, tutorial-based career guidance with e-tools and colloquia on site that will improve access to job-placement and TVET programs targeting NEETs and Women interested in the GaCE sectors.
Tender objectives	This invitation to tender to individuals hereon referred to as the tenderers, to apply for the Technical Consultant for WP3 in: Labour Market Analysis, Data Collection and Data Profile & Analysis to the AASTMT as a partner of the project GREEN-skills for a sustainable Development, following the templates and procedures established.
1. The services provided by the service provider should include the following which reflect the financial offer:	

<ul style="list-style-type: none"> • Deepened Labour Market analysis of the NEETs/Women situation in project areas to identify sectors with greatest potential for economic growth, and, therefore, with the greatest potential for NEETs and Women job opportunities. ▪ Approach several SMEs in Agro-Food and Green sectors through ad hoc interviews and questionnaires ▪ Contribute to data collection of NEETs/Women in project selected areas. ▪ Profiling the main NEETs/Women in a given area and training needs ▪ Report the results to the WP3 coordinator and Project manager. ▪ Training needs assessment 		
<p>2. Deliverables</p> <ul style="list-style-type: none"> • Analysis for the emerging needs of NEETs and Women in the target areas should be offered as report. • Collected data about the main requirements of the GaCE sectors for employment of NEETs and women in the selected areas. • Profiling the GaCE sectors to absorb trainees. 		
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 5px; vertical-align: top;"> <p>3. Experience / selection and award criteria</p> </td> <td style="padding: 5px;"> <ul style="list-style-type: none"> • At least 5 years of general professional experience in community development, NEETs and capacity building programs • At least 5 years of proven experience in working on Labor Market Analysis, Data Collection and Data Profile (Agro-Food Sector preferably) • At least 5 years of experience with EU projects. • Proven experience in similar projects in Egypt (mainly Alexandria & Al Buhayrah Governorates) • Excellent knowledge of English. </td> </tr> </table>	<p>3. Experience / selection and award criteria</p>	<ul style="list-style-type: none"> • At least 5 years of general professional experience in community development, NEETs and capacity building programs • At least 5 years of proven experience in working on Labor Market Analysis, Data Collection and Data Profile (Agro-Food Sector preferably) • At least 5 years of experience with EU projects. • Proven experience in similar projects in Egypt (mainly Alexandria & Al Buhayrah Governorates) • Excellent knowledge of English.
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<p>4. Contract management</p> <p>The selected applicant will work closely with the project manager and the technical committee in a participatory working approach in order to achieve qualitative results</p>		
<p>5. Commencement date & Period of execution</p> <ul style="list-style-type: none"> • Assumed start of assignment 15th September 2021. 		
<p>6. Remuneration</p> <ul style="list-style-type: none"> • The payment will be pegged on deliverables • The payment will be on installments according to deliverables or in advance, in case, local workshops organization • the service provider should submit a payment request / invoice 		
<p><u>The technical offer should contain the following documents:</u></p> <ul style="list-style-type: none"> • CV/ Profile Past performance and proven track records professional experience. 		

The financial offer should contain the following template

- The financial offer should not include any tax and included the travel to Alexandria & ElBehira Governorates
- Note: The project is exempted from sales tax or any other taxes.

General requirements that should be followed /Application Process

- The service provider shall comply with terms and conditions of this tender which is integral part of this tender and all are complementary to each other
- The offer should be sent with referring to the name of the project "GREEN-skills for a sustainable Development
- The documents of technical and financial offers should be signed
- To be the start of the contract within one day of approval on offer
- Any inquiries regarding the tender you can contact Dr. Mohamed Youssef (Project Manager), mohamed.youssef@aast.edu
- The contract authority has the right to reject any tender that doesn't contain the required data in mentioned in this tender.
- The validity period of the tender is 3 months from date of opening of technical offer and the contract authority has the right to request an extension of tender if needed.
- All conditions are obligatory and in case of any violation of conditions the offer will be excluded.
- Communications are an integral part of terms of agreement
- The offer should be submitted in two separated sealed envelopes (financial-technical) signed and the outer envelope must bear the Contract number and the title of the project, together with the full name and address of the applicant, and the words "Not to be opened before the opening session"
- Offers must be submitted in a sealed envelope by registered mail, private courier service or by hand-delivery (a signed and dated certificate of receipt will be given to the deliverer) at the address below: **Arab Academy for Science, Technology and Maritime Transport, First Floor, Main Building, Miami, Alexandria branch in name Dr. Mohamed Youssef Omar**
- **Last date for submitting offers on 9th September 2021 at 12 pm. No offer will be accepted after the due date.**

Operational language

All written communications for this tender procedure, offers and contract must be in English.