**Kyrgyz Republic**

**Skills for Inclusive Growth Sector Development Program**

**(Project No. 50024-002)**

**funded by the Asian Development Bank**

**Terms of Reference**

**consulting in the preparation and evaluation of training packages for competency-based pilot training programs for the**

**Tokmok College,**

**Issyk-Kul Industrial and Economic College, and**

**M. T. Ibragimov Kara-Balta Technical and Economic College**

**1. Background**

The Kyrgyz Republic has received grants from the Asian Development Bank (ADB) to implement the Skills for Inclusive Growth Sector Development Program (SIGSDP) (Project No. 50024-002). The Policy Action grant supports key reforms to strengthen vocational education and training (VET) in the Kyrgyz Republic. The Project grant funds investments that are directly linked to and support the effective implementation of these reforms. The complementary Policy Action and Project grants strengthen the TVET management and financing in support of key sectors of the economy, improve the quality of teaching and educational environment, increase cooperation with industry and develop entrepreneurial skills.

**2. Scope of work**

The Expert shall provide consulting services in the preparation and evaluation of training packages for competency-based pilot training programs (CBPTP TP) compiled by teachers and coordinators in the Centers of Excellence (COE) created and developed under the Skills for Inclusive Growth Sector Development Program (SIGSDP), funded by the Asian Development Bank. The Expert shall provide the services only for the CBPTP TPs compiled exclusively by the COEs where he/she does not work. The Expert shall not provide consulting and evaluation services for the CBPTP TPs developed by the Expert him/herself (individually or in a team) in the past, in cooperation with the SIGSDP or in any other projects or positions.

In particular, the Expert shall perform the following duties/tasks:

1. Provide developers at the Issyk-Kul, Tokmok and Kara-Balta COEs with consulting services on the SVE CBPTP TP preparation for agreed (pilot) specialties in accordance with the SVE CBPTP TP structure / content requirements, while conducting at least 9 (nine) such consultations (three per COE);

2. In parallel and / or after the consultations, evaluate the SVE CBPTP TP drafts in the amount of 19 TPs (Tokmok), 7 TPs (Issyk-Kul) and 3 TPs (Kara-Balta), totaling 29 TPs developed / being developed / planned for development on SVE pilot specialties;

3. During the CBPTP TP evaluation, provide comprehensive recommendations for eliminating shortcomings, if any. These shortcomings and recommendations shall be summarized in the Expert's final report;

4. Ensure that each developer provides the final TPs as soon as possible. It shall be the Expert’s responsibility to provide the PIU with 29 (19 TPs – Tokmok, 7 TPs – Issyk-Kul and 3 TPs – Kara-Balta) final electronic files that meet the TP structure / content requirements in the appropriate amount from each COE.

**3. Work period:**

The Expert shall implement the consulting activities in the SVE CBPTP TP preparation and evaluation until 15.12. 2022. The time required to perform the full scope of services shall not exceed 30 person-days.

**4. Program support**

For the high-quality consulting in the SVE CBPTP TP preparation and evaluation, the SIGSDP shall share the COE responsible persons’ contacts, brief on the TP preparation status, CBPTP TP structure / content requirements, and (if necessary) provide a preliminary briefing for a high-quality examination. If necessary, the SIGSDP shall cover the Expert's travel expenses to the pilot COEs.

**5. Reporting**

The Expert shall provide 29 (twenty-nine) final CBPTP TPs in electronic form; these TPs shall be subject to approval by the particular COE’s Educational and Methodological Board (EMB). Each TP shall be accompanied by scanned minutes of the relevant EMB meeting. The Expert shall provide a short descriptive progress report.

**6. Qualification requirements**

1. Higher education in the relevant field – 20%;
2. At least 2 years of experience in the SVE CBPTP TP development and evaluation according to the SIGSDP methodology – 40 %;
3. Knowledge and skills in the application of competency-based training technologies, work-based learning, modern labor market trends and requirements – 30%;
4. Ability to work independently, with a minimum control from the Customer and within tight deadlines; knowledge of the Kyrgyz and Russian languages; computer skills (Windows, MS Office, Internet Explorer) – 10%.

**7. Reporting requirement**

The Expert shall report to the SIGSDP PIU Manager, and provide:

• Report on consultations;

• Brief descriptive work report with the TPs developed.

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| **Place of Work** | **Days / Estimated Time** | **(dd/mm/yy)** |
| Bishkek | Duration - 30 person/days | Start of work  - August 2022  Completion of work  - December 15, 2022 |
| TOTAL days (specify if intermittent) | 30 person/day over 5 months |  |

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| **Suggested Topic** | **Days / Estimated Time** | **dd/mm/yy** |
| Consulting in the TP preparation | 4 days | August 2022 |
| Evaluation, collection of final, certified TPs | 25 days | September - November 2022 |
| Progress Report | 1 day | December 2022 |

**Contract cost estimate**

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| Compensation | \_\_\_\_days (August \_\_ 2022 –December \_\_ 2022)  **KGS 5000 x 30 days = KGS 150,000** |
| Travel allowances | |
| Trip No. 1  Bishkek - Tokmok - Bishkek | Accommodation: KGS 2500 \* 3 days = KGS 7500  Travel1: KGS 136  **KGS 7,636** |
| Trip No. 2  Bishkek – Kara-Balta – Bishkek | Accommodation: KGS 2500 \* 1 day = KGS 2500  Travel1: KGS 116 |
| Trip No. 4  Bishkek – Issyk-Kul – Bishkek | Accommodation: KGS 2500 \* 2 days = KGS 5000  Travel1: KGS 376 |

1 Decree of the Government of the Kyrgyz Republic (No. 471; August 26, 2008)