

## Terms of Reference (ToR)

for the

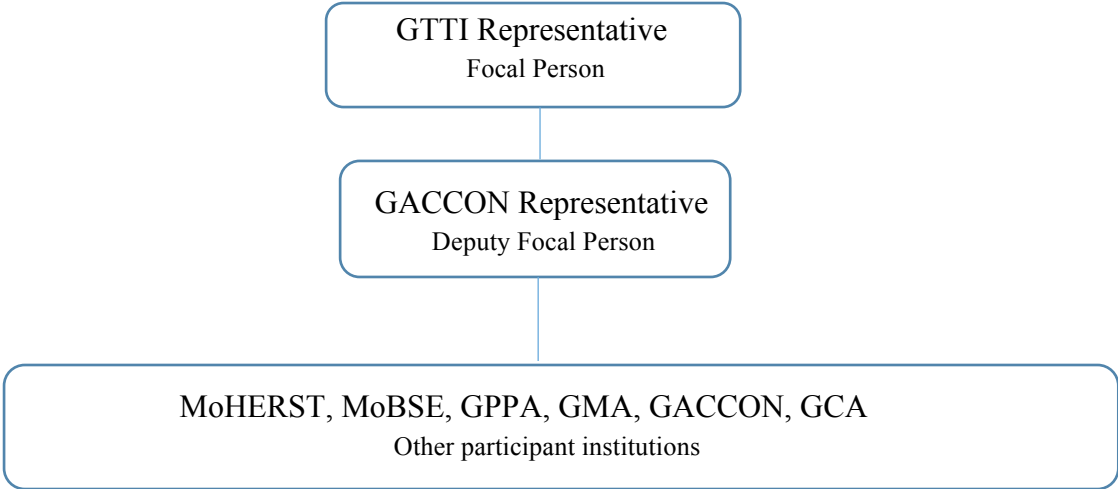
### **Recruitment of a National Consultant to Design and Support in the Construction of an Extension of Laboratories and Workshops at the Gambia Technical Training Institute (GTTI).**

#### **I. Context**

UNESCO Multi sectoral Regional Office for West Africa (Sahel) in Dakar has partnered with the Gambian Ministry of Higher Education, Research, Science and Technology (MoHERST), the Ministry of Basic and Secondary Education (MoBSE), The Gambia Bureau of Statistics (GBoS) and The Gambia Technical Training Institute (GTTI), amongst others. The objective of such collaboration is to reinforce the TVET system in the country through the implementation of the Youth Empowerment through Technical and Vocational Education and Training (TVET) Project in The Gambia. The overall goal of the project funded by the Korea International Cooperation Agency (KOICA) is to create an enabling environment that will give young people, especially girls, a better chance of finding decent employment by providing them with lifelong learning opportunities as recommended by SDGs 4 and 8. The third activity of this project is the provision of modern, industry-standard equipment and infrastructures for TVET training in GTTI Kanifing and Farato campuses.

In The Gambia, most skills centres have no equipment nor adequate infrastructures and see themselves compelled to provide only theoretical courses and no practical courses. In response to this need, modern, industry standard equipment for training will be provided to TVET institutions based on needs assessments and in line with the TVET curricula developed. A call for tender will be organized by UNESCO at the earlier stages of the project with time allowing for procurement and shipping, with the upgrading of equipment and construction to continue until six months before the end of the project. The focus will be on GTTI in Kanifing and Farato (main campuses). The project shall also support the construction of new workshops as well as the rehabilitation of existing ones.

To ensure its effective and efficient implementation, a National Technical Team as presented below has been set up:



The National Technical Team is in charge of facilitating the provision of equipment and infrastructures for TVET training and thus, together with the Consultant, for the achievement of the goals listed on section II.

UNESCO will recruit a national consultant to support this National Technical Team in the achievement of their deliverables and to build/reinforce their capacity through a coaching/mentoring as well as “learning by doing” approach. The national Consultant will involve the National Technical Team in the implementation of all the tasks relevant to the achievement of their deliverables through consultation, meetings, workshops, etc. with the objective of building their capacity and facilitating the tools for them to be able to continue performing activities after the end of the project.

**II. Goals of the Consultancy**

The goal of this consultancy is to design and monitor and supervise the extension of the laboratories and workshops of the Gambia Technical Training Institute (GTTI)’s Kanifing and Farato campuses. In order to help the National Technical Team achieve the final goal, the Consultant will accomplish the following tasks:

- ✓ Finalize the design for the extension of laboratories and workshops for the Engineering and Construction Department Plan at GTTI Kanifing and Farato;
- ✓ Support the National Technical Team in the review the bill of quantities (BoQ) for the procurement of materials for construction at GTTI Kanifing and Farato;
- ✓ Monitor and supervise the construction of the extension of laboratories and workshops at GTTI Kanifing and Farato;
- ✓ Monitor and supervise the maintenance, rehabilitation and construction of existing structures at G.T.T.I. Kanifing.
- ✓ Report periodically on progress to UNESCO and the Technical Team

In order to successfully accomplish his/her missions, the Consultant will in addition liaise with the Project Team based in Dakar and Banjul, especially with the Deputy Project Coordinator present in The Gambia.

**III. Activity Implementation Timeline**

The implementation timeline for this activity is as follows:

Tasks	Implementation Timeline										
	2019							2020			
	M6	M7	M8	M9	M10	M11	M12	Q1	Q2	Q3	Q4
Review the existing design prior to submission for approval for the extension of Laboratories and Workshops at GTTI Farato		█	█	█							
Verify the procured materials for the extension of Laboratories and Workshops at GTTI Farato to ensure they are in line with the specification					█	█	█				
Monitor and supervise the construction of extension Laboratories and Workshops at GTTI Farato							█	█	█		
Monitor and supervise the maintenance, rehabilitation and construction of existant structures at GTTI Kanifing		█	█	█	█	█	█	█	█		

**IV. Desired Profile of the Consultant/Contractor**

- ✓ The Consultant must possess the relevant technical qualifications;
- ✓ (S)he must have at least 5 years of experience in building design works and at least 3 similar working experiences with international organization, private sector, UN agencies, reputed corporate offices, etc.

**V. How to Apply**

Applications will be submitted electronically **no later than 18 August 2019** to **Ndeban Joof-Ndong**: [n.joof-ndong@unesco.org](mailto:n.joof-ndong@unesco.org) and **Ana Ruiz**: [a.ruiz@unesco.org](mailto:a.ruiz@unesco.org).

The application file will include:

- Presentation of the technical proposal. The Consultant shall structure the technical part of its proposal as follows:

- Description of the firm/institution and its qualifications :
  - (a) Management Structure :
    - This Section should provide corporate orientation to include the entity’s profile (year and country of incorporation – copy of certificate of

incorporation), a brief description of present activities focusing on services related to the proposal as well as an outline of recent experience on similar projects, including experience in the country. The firm/institution should describe the organizational unit(s) that will become responsible for the contract, and the general management approach towards a project of this kind. The Offeror should identify the person(s) representing the Offeror in any future dealing with UNESCO. The Offeror shall provide supporting information as to the firm's technical reliability, financial and managerial capacity to perform the services.

(b) Resource Plan :

This Section should fully explain the Offeror's resources in terms of personnel and facilities necessary for the performance of the requirements, and any plans for their expansion. It should describe the Offeror's current capabilities/facilities and any plans for their expansion.

- Proposed Approach, Methodology, Timing and Outputs :

This section should demonstrate the Offeror's responsiveness to the TOR and include detailed description of the manner in which the firm/institution would respond to the TOR, addressing the requirements, as specified, point by point. You should include the number of person-working days in each specialization that you consider necessary to carry out all work required.

- Proposed Personnel :

In this section, the offeror should reflect the project staffing including the work tasks to be assigned to each staff member as well as their qualifications with reference to practical experience relating to specialization area of the project for each proposed staff. The complete CV's of proposed staff is to be submitted. If applicable, this staffing proposal should be supported by an organigram illustrating the reporting lines, together with a description of such organization structure.

- Price Proposal :

The Offeror shall indicate on an appropriate and detailed price schedule for each task.