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General information

a. Brief information on the project

The improvement of the quality of vocational training and youth employment promotion in South Africa is a key focus area of the German Development Cooperation and the Federal Ministry for Economic Cooperation and Development (BMZ). The “Digital Skills for Jobs and Income” project (DS4JI, 18.2132.1-001.00, Duration: 03/2020 – 03/2024), commissioned to GIZ by BMZ has four main objectives which aim to increase the employment prospects of young people in various sectors through a combination of the following:

I. Access to qualitatively improved and demand-oriented training through integration of digital competences and methods into the training courses of the formal TVET (Technical and Vocational Education and Training) system, specifically at selected TVET colleges with a focus on young people, especially girls and women (Output 1),

II. Demand-oriented further training through financial and technical support of the respective service providers which will lead to an expansion of further training and networking measures and thus enable a larger number of young people to improve their employment prospects about dependent or self-employed employment (Output 2),

III. Improved recruitment policies of companies through the introduction and implementation of new, gender-sensitive approaches to identifying applicants with the digital skills demanded by the company (Output 3),

IV. Increased networking and cooperation of initiatives and actors and the exchange of learning experiences in the transformative process of digitization of the South African economy (Output 4).

At a higher level, improved employment prospects contribute to greater participation in political and economic life and thus also contribute to reducing poverty and social inequality. The project is partly funded by through the #eSkills4Girls initiative.

b. Context

The projects of GIZ's Skills and Employment Cluster are part of the National Pathway Management Network (NPMN) which was established as a central component of the Presidential Youth Employment Intervention (PYEI). The NPMN is a 'network of networks', connecting all existing networks serving unemployed young people. The NPMN creates and aggregates learning and earning opportunities and creates a single entry point for unemployed youth to view and access opportunities in the economy, as well as a range of support services.

The NPMN is organized in various Sub-Committees that address barriers young people face and provide them with active support to enable pathways into the labour market. Against this background, the Sub-Committee on E-Learning was formed, that addresses following problem:

There is an abundance of e-learning platforms, courses and providers nationally and globally that can provide cost-effective and accessible re- and upskilling opportunities to youth that are neither in employment, education and training. However, access, costs, accreditation and certification vary widely. A lack of information and overview provide a barrier for youth to tap into these existing e-learning resources and opportunities.

The sub-committee identified the following key objectives to be addressed:

- Identify existing e-learning resources and opportunities.
- Establish a database/ repository of e-learning resources and opportunities that is accessible to young people in South Africa. This database should include valuable information about access, costs, certification and accreditation requirements.
- Identify opportunities for organizations in the National Pathway Management Network to make e-learning resources and opportunities accessible for youth or opportunities to upscale existing solutions. This includes identifying gaps in implementing e-learning solutions, establishing this sub-committee as a forum for shared learnings on this topic, and formulating recommendations for organizations.
- Establish a structure for maintaining and updating the database.

c. GIZ shall hire the contractor for the anticipated contract term, from .12.2023 to 30.01.2024.

d. The contractor shall provide the following service:

- Contribute to existing information gathering and complement the Sub-Committee's research on existing e-learning resources and opportunities in South Africa.
- Establish a database/ repository of e-learning resources and opportunities. This database should include valuable information about access, costs, certification and accreditation requirements. The database should have search and filtering functionalities to assist youth with finding offers.
- Assist Sub-Committee to publish database/ repository in the right channels.
- Develop promotional material (social media posts, news articles etc.) to spread published database widely.

Tender requirements

1. *Qualifications of proposed staff*

1.1. *Expert 1:*

1.1.1. **General qualifications**

Education: University qualification (first degree/master's) in Social Sciences, Economics or similar

Professional experience: 10 years' experience in youth development, skills development or education

1.1.2. **Experience in the region/knowledge of the country**

At least 5 years in South Africa

1.1.3. **Language skills**

business fluency in English

1.2. *Expert 2:*

1.2.1. **General qualifications**

Education: university qualification (first degree/master's) in Research Data Management, Data Science or alike

Professional experience: 5 years' experience in data management, database design

1.2.2. **Experience in the region/knowledge of the country**

At least 2 years in South Africa

1.2.3. **Language skills**

business fluency in English

2. *Appropriateness of proposed concept*

The concept will be assessed along following criteria:

- 2.1 Interpretation of the objectives and services specified in the ToR, critical examination of the tasks.
- 2.2 Presentation and explanation of the implementation plan: work steps, milestones, schedule.
- 2.3 Approach and procedure for coordination with Sub-Committee members.

3. Specification of inputs

Sustainability aspects for travel

GIZ would like to reduce greenhouse gas emissions (CO₂ emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with a higher CO₂ efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

If they cannot be avoided, CO₂ emissions caused by air travel should be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

The market for carbon credits is made up of a large number of providers, each with different claims as to their climate impact. The [Development and Climate Alliance](#) has published a [list of standards](#). GIZ recommends using the standards specified there

Fee days	Number of experts	Number of days per expert	Comments
• Preparation/debriefing	2	1	
• Implementation	2	29	
Other costs	Number of experts	Amount per experts	Comments
• Flexible remuneration	2	1,000	A budget of EUR 2,000 is foreseen for flexible remuneration. Please take this budget into account in your price schedule. Use of the flexible remuneration item requires prior written approval from GIZ.

*Calculate your financial bid exactly in line with the quantitative requirements of the specification of inputs above. There is no contractual right to use up the full days/travel or workshops or budgets. The number of days/travel/workshops and the budgets will be contractually agreed as **maximum amounts**. The regulations on pricing are contained in the price schedule.*

4. Requirements on the format of the tender

The structure of the bid must correspond to the structure of the ToRs especially outlining the services detailed under General Information d. It must be legible (font size 11 or larger) and clearly formulated. The bid is drawn up in English.

The CV submitted for each expert can have a maximum of three pages. The concept should not exceed five pages. If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment.

5. Other Requirements

- Please submit your proposal (technical and price proposal) in separate files/folder to ZA_Quotation@giz.de no later than **27th November 2023** all documents must be in PDF, **quoting Reference Number: 83453879 in the Subject line.**
- Submission to any other email address may invalidate your bid.
- Please do not mention any price for this measure on your cover letter/Technical proposal.
- Please submit your tax clearance certificate with the bidding documents.
- Please submit your price proposal in **ZAR.**
- Our General Terms of Conditions (attached) shall not be changed/amended should you be the winner of this tender. These General Terms and Conditions will form part of the contract should you be awarded this contract. By submitting your proposal, we will conclude that you have read and accepted these terms and conditions.
- Participating more than once in same tender is not allowed and it will lead to your proposal as well as that of the company where you appear more than once being disqualified. The responsibility rests with the companies to ensure that their partners/experts are not bidding/participating more than once in same tender.
- **Bidders are not allowed to communicate directly with any other person regarding this bid other than the procurement official/s. Failure to comply with this requirement may lead to your bid being disqualified.**
- Bidders must strictly avoid conflicts with other assignments or their own interests. Bidders found to have a conflict of interest shall be disqualified. Without limitation on the generality of the above, Bidders, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this EOI and tender process, if they:
 - are or have been associated in the past, with a firm or any of its affiliates which have been engaged by GIZ or the Interim Supply Chain Management Council to provide services for the preparation of the design, specifications, Terms of Reference, cost analysis/estimation, and other documents to be used for the procurement of the services in this selection process;
 - were involved in the preparation and/or design of the programme/project related to the services requested under this EOI and tender;

- are serving or have been serving in the past three months in the structures of the Interim Supply Chain Management; or

- are found to be in conflict for any other reason, as may be established by, or at the discretion of GIZ.

Scientific data

In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to GIZ, and seek GIZ's confirmation on whether or not such a conflict exists.

- Similarly, the Bidders must disclose in their proposal their knowledge of the following:

- if the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel are family members of GIZ staff involved in the procurement functions and/or the Interim SCM Council or any Implementing partner receiving services under this EOI or tender; and

- all other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices.

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- **Failure to disclose such an information may result in the rejection of the proposal or proposals affected by the non-disclosure.**
- Bids sent via Dropbox and WeTransfer will not be accepted.