**TERMS OF REFERENCE**

**IMPACT ASSESSMENT OF SUDOKKHO INTERVENTION**

**Background of Sudokkho**

Sudokkho is a 5-year skill training and employment programme, funded by DFID and SDC and implemented by Palladium in a consortium with Swisscontact and the British Council. The programme seeks to test and scale-up market-driven, quality skills training systems within the Readymade Garments (RMG) and Construction sectors that will stimulate further investment in training by trainees, private training providers and employers. The programme’s target is that 110,000 poor people, including women and disadvantage populations, will earn increased income in skilled or semiskilled jobs after successful completion of training.

The programme supports Private Training Providers (PTPs) and Industry-based training (IBT) initiatives (supply-side stimulation) and raises awareness about the value of skills development among the trainees and industry (demand-side stimulation). At a glance, Sudokkho interventions at institutional level, trainees level and employer level both with PTP and IBT are given below.

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| **Stakeholder** | **PTP** | **IBT** |
| Institute level | Delivery of technical assistance and capacity building (Basic Instructional Skills Training (BIST), soft skills, management skills, business development). | Delivery of technical assistance and capacity building through engaging TCSPs to develop training materials and to support RMG supplier factories by conforming the Sudokkho Training System (STS) standard. |
| Trainees level | Provision of market driven CBT training packages development in collaboration with business associations and Industry Skills Council. | Supporting supplier factories to build capacity to delivery in house training. |
| Employer level | Job placement of trainees by the PTPs, training subcontracts with industries. | Establishment of improved floor management capacity, increase in productivity and profitability. |

As the project has been working in construction and RMG sectors, PTP intervention is covering both the sectors but IBT is focusing only on RMG sector. There are 15 trades of training being run by the 42 PTPs, 10 in construction sector and 5 in RMG sector. Nevertheless, the bulk of the trainees are coming from 6 key occupations (5 in construction and 1 in RMG). IBT intervention is dealing primarily with the swing machine operator occupation in the RMG sector only. The project has supported 56 RMG factories in setting up IBT facility. The number of graduates is around 29,000 from PTP and 13,000 from IBT interventions respectively till now.

Sudokkho builds upon the TVET reform agenda in coordination with the Directorate of Technical Education (DTE) of the Ministry of Education (MoE). The Government of Bangladesh (GoB) supports initiatives that facilitate greater involvement of the private sector to ensure skills training is relevant and of high quality, thereby increasing post-training employment opportunities, as stipulated in the National Skills Development Policy 2011. Sudokkho also supports Industry Skills Councils (ISC) in the concerned sectors, strengthening their institutional capacity and key functions. In addition, the programme works with training consultancy service providers (TCSP) at national level, for sustainable long-term skills development services.

**Objectives of the assignment**

The focus of Sudokkho is to ensure employment by facilitating successful completion of training through its partnerships with privately owned training service providers (PTPs) and RMG factories with industry-based training (IBT) initiatives. As for PTP, Sudokkho has developed training curriculums and training programs; which enable PTPs to produce skilled graduates ready to work in the Readymade Garments (RMG) and Construction sectors. And as for IBT, Sudokkho is providing technical assistance to setup training systems that are owned and managed by the industry to develop the skills of employees for emerging in house production capacity.

In this context, Sudokkho tracks to involve a service provider (research / consultancy firm) to assess the impact of the project intervention up till now to find out the attributable changes that the project has been expecting. The assessment will be accomplished by collecting, processing and analyzing information of trainees who are being trained on 10 occupations which are mason, house wiring electrician, plumber and pipe fitter, shuttering carpenter, rod binder, welder (grill maker), aluminum fabricator, building painter, sewing machine operator and sweater linking machine operator. This study will assist Sudokkho to find out the changes that has been spotted through implementing programme intervention at institutional level, trainee level and employer level. The major findings will be as follows:

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| Stakeholder | PTP | IBT |
| Institute level | Capacity enhancement of PTPs regarding Basic Instructional Skills Training (BIST), soft skills, management skills and business development; Chang in behaviour and practice etc. | Satisfaction level of factories regarding Sudokkho intervention for facilitating training arrangement, training quality, output of the training etc. |
| Trainees level | Change in skill, change in occupation, change in income, demand in the sector, perception about the training quality etc. | Change in skill, change in livelihood, change in income, demand in the sector, perception about the training quality etc. |
| Employer level | Satisfaction level of employers with the service of graduates, satisfaction level of trainees/graduates regarding the services offered by the IRPU, future plan of the employer, willingness to recruit more number of PTP graduates etc. | Satisfaction level regarding improved floor management capacity, change in efficiency, productivity and profitability etc. impression about the IBT training; impression about the worker trained through IBT; willingness to continue with the IBT in future etc. |

**Scope of the assignment**

The assignment will take place in various districts and sub-districts in Bangladesh, where PTPs and IBTs have been supported by Sudokkho. The location of beneficiaries of PTP and factory are mostly in and around Dhaka city and Chittagong. Smaller percentage of trainees are as well located in Jessore (in the Southern region of Bangladesh) and Nilfamari (in the northern region).

Graduates from 46 PTPs and 53 IBTs will be considered as the population of the study. This study will be carried out by considering respondents who received training in 10 occupations as population of the study.

The details of graduates and locations of these PTPs and IBTs are delineated in annex which is outlined in Sudokkho website. The weblink of annex is sited below.

**Methodology**

The methodology of the study will be developed by the service provider (research/consultancy firm). The sample size and the methodology of selecting individuals from the population to create unbiased sample should be developed by the service provider. Pre-testing, training of enumerators and supervisor, random checking of completed questionnaire should be ensured by the service provider for pledging the quality of the study.

**Major Tasks and Deliverables**

1. Review the list of graduates from 53 RMG factories and 46 PTPs in collaboration with Sudokkho and shortlist for establishing contact
2. Feasible sample Size and Plan (geographically disaggregated)
3. Draft Questionnaires
4. Finalized Questionnaires (after pre-testing and in local language)
5. Codified cleaned database (in SPSS & Excel Format)
6. Hard copy of the filled-up questionnaire
7. Present key findings of the assessment to the project
8. Draft impact assessment report
9. Final impact assessment report

**Time schedule**

The study should take place within 2.5 months starting from the signing of the contract. The tentative period is set to be from December 2018 to mid-February of 2019. The interested service provider should prepare a feasible workplan detailing the time and duration of each task.

**Requirements for Consultancy Proposal**

1. Interested service provider (research / consultancy firm) should submit a technical and financial proposal.
2. The technical proposal should include CV(s) of all relevant personnel; and a statement which elaborates an overview of relevant experience and how the scope of work in the ToR will be addressed.
3. The technical proposal should also include a viable timeline, which will add value for the evaluation of service provider selection.
4. The service provider (research / consultancy firm) needs to propose two separate teams for assessment activities relevant to RMG and Construction sectors.
5. The financial proposal should provide a breakdown of all costs and must include the daily consultancy fees of each personnel.
6. The financial proposal should also include the service provider’s eTIN certificate, VAT registration and trade license.
7. VAT and TAX should be deducted from the payment.

**Timeline**

The final technical and financial proposal from the interested service provider should be submitted within 17:00 (Bangladesh time) on Thursday, November 15,2018. The proposal should include timeline for all activities from finalisation of methodology to data gathering, analysis, report preparation etc. which will have to be scheduled within this proposed duration.

Please send all applications via email to [info@sudokkho.org](mailto:info@sudokkho.org) stating “Impact assessment of Sudokkho intervention” in the subject line.

Weblink of annex: <http://sudokkho.org/wp-content/uploads/2018/10/ANNEX-Impact-assessment.xlsx>