

**Procurement Notice/Advertisement  
Open International Competition (OIC)**

**Country of Destination:** Malawi

**Reference Number:** RFP/549MLW1000. RFP/549MLW1000.4.4/02/2019

**Description:** Support to the establishment and development of TEVET Business incubators

**Deadline for Submission of Sealed Tenders:** 27<sup>th</sup> September 2019 (by 4:30 pm), Harare time, Zimbabwe

**Posting Date:** September 6<sup>th</sup>, 2019

United Nations Educational, Science and Cultural Organization (UNESCO) hereby invite qualified companies to submit sealed tenders as follows:

This assignment aims at supporting the Ministry of Labour, Youth, Sports and Manpower Development (MoLYSMD), TEVET institutions and local enterprises in the design and implementation of alternative forms of practical skill development such as apprenticeship scheme, dual system and other forms of sandwich courses within 5 prioritised construction programmes.

The overall objective of this assignment will be in collaboration with the identified TEVET institutes to ensure the practical establishment and operation of the business incubator on their campus. More specifically this will include:

- **Objective 1.** Support the TEVET institutes hosting the TEVET centre/business incubators in finalization of their business and action plan, and implementation of activities including.
- **Objective 2.** Support the TEVET centres/business incubator in planning and implementation of the business action plan and establishment of operation and management of the two TEVET pilot incubators,
- **Objective 3.** Support the TEVET institutions hosting the incubators in development of service packages for the business incubator and establishment of partnerships with external partners/ service providers.
- **Objective 4.** Perform an impact study (including recommendations for upscaling) and exit plan for the period after the finalization of STEP supported assignment. (This should include use of data from the business incubator monitoring system)

The purpose of this notice is to provide general information on the requirements for the procurement process and to inform interested suppliers how to obtain a copy of the Solicitation Documents.

Interested companies who wish to participate in the OIC must request for a complete set of Solicitation Documents, available free of charge, from UNESCO contact person at the address shown below

Your offer comprising of technical proposal and financial proposal, in an electronic soft copy, in two separate files should reach exclusively the following email address [rosa.tender@unesco.org](mailto:rosa.tender@unesco.org) 27<sup>th</sup> September 2019 (by 4:30 pm, Harare, Zimbabwe), **without any copy to any other e-mail addresses, in strict compliance with the instructions as stipulated in the Solicitation Documents.**

**(To be noted that all files together not to exceed 10 M)**

UNESCO reserves the right to amend the documents at any time during the solicitation process. Any amendments or clarifications will be communicated directly to all Bidders who have requested for a complete set of solicitation documents and officially confirmed their intention to submit a sealed tender. No remuneration will be made to companies for preparation and submission of their tenders.

**UNESCO Contact Information:**

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