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| **Terms of Reference – Consulting Assignment** |
| **Title:** | Accommodation and transport for technical upskilling of construction TEVET instructors.  |
| **Domain:** | Technical and Vocational Education and Training  |
| **Consulting Level Grade:** | Service delivery |
| **Organizational Unit:** | UNESCO Regional Office for Southern Africa  |
| **Location:** | Lilongwe, Malawi |
| **Type of contract:** | Venue and conference delivery |
| **Duration of the contract** | 26.12.2029 – 30.3.2019  |
| **Deadline *(midnight, Paris time)*:** | 19th December 2019 |
| **Application to be sent to:** | i.pondani@unesco.org |

1. **Background**

In an effort to improve the quality and relevance of TEVET, the Skills and Technical Education Program (STEP) specific objective 2' Improve the quality and relevance of TEVET' **Supports the rationalization and harmonization of the existing TEVET assessment and certification system.”** This includes technical upskilling of TEVET instructors within the construction trades within TEVET in Malawi (Bricklaying, Plumbing, Electrical installation, Carpentry and Joinery and Painting).

The report “TVET teacher training in Malawi’ previously initiated by STEP clearly states that TVET instructors’ need skills upgrading within the Technical drawing, Math and Science (general and applied), for them to provide adequate and quality vocational training. These findings are verified by MoLYS&MD. Some TVET instructors may technically be able to enrol in the formal continued education to upgrade their competencies within these three subject but have absolute qualifications to succeed in finalising for example diploma or bachelor education courses.

To provide a solid baseline for Technical upskilling of TEVET instructors STEP supported a Training Needs analysis, for TEVET trainers in construction, which was finalised in June 2019.

The TNA provides an in-depth analysis of construction instructors needs for technical upskilling and upskilling in trade related Math, Science and Technical drawing

In September STEP has supported training of 84 TEVET instructors from construction in Health and safety which was an overarching training need for all instructors as part of the upskilling. The activity

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As a continuation of the upskilling STEP supports trade specific technical upskilling of the instructors previously trained in Health and safety as well as assessors from each of the trade test centres where the trainings are organised. (Northern region, Central Region and Southern region)

 The training will include 10 days of technical upskilling within the trades, bricklaying, carpentry, electrical installation, and plumbing and is delivered November 2019- January 2020.

The training will be conducted in workshops at Don Bosco Technical College.

The group of TEVET instructors who will attend the training are mainly coming from outside Lilongwe and will require accommodation during the training. Besides they will need to be transported to and from the training very day morning and evening.

**STEP is seeking a vendor to undertake this assignment.**

**Objectives:**

* **Objective 1.** To provide accommodation for up to 80 persons from 2.1.2020 – 12.1.2020 in Lilongwe including bed and breakfast
* **Objective 2.** To provide transport for up to 80 persons from the venue of accommodation to Don Bosco technical College in Lilongwe, every day morning and evening during the period 3.1.-11.1.2020.

**Activities**

* Organise accommodation for up to 80 persons during the period 2.1.2020 – 12.1.2020, including bed and breakfast
* Provide transport for up to 80 persons during the period 3.1.-11.1.2020

**Qualifications**

* Have available accommodation of up to 80 persons for the period workshops 2.1.2020 – 12.1.2020
* Have the ability to provide transport for up to 80 persons for the period 3.1.-11.1.2020
* Be located in Lilongwe.

**How to apply**

The applicant should provide STEP with a quotation for:

* Accommodation and transport for up to 80 persons for the period specified above.

The quotations should be sent to Ivy Pondani. i.pondani@unesco.org