**Terms of Reference (ToR) for:**

1. **Training of second cohort of 1200 youth (refugees and host) in various occupations and ensure they receive certification from Directorate of Industrial Training (DIT)**
2. **Support 1200 youth trained to receive internship placement with the relevant private sector for employment.**

**BACKGROUND:**

SUPREME (Security, Protection and Economic Empowerment in Uganda) is a 4-year project funded by the European Union. The project is implemented by a consortium of 4 development organisations i.e., SNV Netherlands Development Organisation, World Vision UK, ZOA and RICE West Nile in the 4 districts of Madi Okollo, Terego, Moyo and Obongi.

The project has 3 main output areas:

**Output 1:** Financial inclusion and social cohesion among Savings and Development Clusters (SDCs) increased.

**Output 2:** Sustainable agricultural value chains and non-agricultural enterprises developed.

**Output 3:** Young women and men (aged 18-30 years) from Savings and Development Cluster (SDC) member households linked to private sector employment.

SNV is implementing output 3 that targets to benefit 2000 young men and women (18-30 years) who are both refugees and host from the SDC member households by supporting them acquires skills for employment (self and formal employment) and gain employment opportunities in the private sector market. To achieve this, SNV’s conducted gender inclusive, marketable, and green labor and employment market analysis, the scan identified both existing and upcoming marketable employment opportunities. With this background, SNV would like to identify and partners with potential occupation skills training providers to train, mentor and place benefitting youth to the private sectors for internship.

**Purpose of ToR**

The purpose of this ToR is to seek expression of interest ( EoI ) from qualified local service providers in the following categories: Local training/skilling organisations, firms and institutions to provide the above services to youth. SNV SUPREME would like to engage a total of 6 local service providers operating within the 4 districts of madi okollo, Moyo, Obongi, Terego and in the 3 refugee settlement of Rhino camp, Imvepi and palorinya.

**Scope of the services required**

The services required shall cover the following specific areas:

1. Enrol youth into various skilling areas based on choices and the occupations being offered by the skilling centre in collaboration with SNV technical team.
2. Train and mentor youth aged 18-30 from SDCs (50% Host:50% refugee) with gender composition of 50 female:50 male) in line with agreed quality, standards and processes including ensuring safeguarding and welfare of the trainees.
3. Facilitate internship/job placement opportunities after skill straining for one month with the private sector.
4. Capture and maintain training and internship records as required and report on it.
5. To provide employment linkages of trainees with private sectors in getting employment, maintain data base on trainees linked with private sectors for employment .
6. provide appropriate counselling and ensure discipline during training and mentorship together with the private sector.
7. Organise and coordinate with DIT to register, assess and certify the youth after the 3months of training
8. Build strong relationships (including signing of MoUs) with private and public stakeholders for skilling, job placements/internships.
9. Participate together with SNV SUPREME technical team in organising graduation for the youth that have completed and certified by DIT

**Qualification required:**

The following qualifications are required for EoI:

* + Legally registered by relevant authorities and have operating licence.
  + previous experience in conducting competency based skills training, mentorship ,and linking trainings to private sector opportunities.
  + Experience with skilling refugees and ability to work within the settlements.
  + Have competent staffing in in both administration, management and adult instructors in the skills training areas. (CVs should be shared with the expression of interest).
  + Staffing must have good balance of male and female.
  + Have facilities conducive for conducting face-to-face training especially for female and Refugees.
  + Having good child space or play station.
  + Show compliance with national tax systems for private institutions, with evidence of Tax clearance
  + Evidence of registration with Directorate of industrial training (DIT) of Ministry of Education and sports

**Duration of the skilling services**

The overall duration of this activity is anticipated to be 6 months from sept 2022. The applicant is expected to produce a draft work plan covering the period demonstrating the proposed approach and timing of activities.

**Selection process:**

1. Open invitation for expression of interest-EoI (in both online smart recruiters and physical printed copies shared at district level in West Nile)
2. Potential LSPs submit their EOI in two weeks
3. A committee shall be set up for evaluation of EOI
4. Conducting physical due diligence to the shortlisted
5. Final selection of the LSP for skilling taking into consideration the EOI document and annexes evaluations as well as due diligence report.
6. Signing of contract
7. Training in safeguarding and process for enrolment of youth from the selection database.

**Annexes to attach**

* Certificate of registration
* At least two references or letters of endorsement from DCDO or previous partners with which they provided skilling activities
* List of staff, including their technical expertise and CVs
* Tax and income clearance certificate where applicable
* Certificate of registration with DIT/MOE for private institutions where applicable
* Budget/cost based on the number of trainees capacity

**EOI submission**

Interested local service providers with the above qualifications are requested to submit in their EoI with details of staffing, skilling facilities, occupational areas of skilling, number of training capable of being handled per occupation per lot (complete training period) and consolidated cost of skilling of each youth (training fees, feeding, materials, certification and internship placement).

EOI is to be submitted in soft copy to [ugandatenders@snv.org](mailto:ugandatenders@snv.org) by 18th August 2022. EOI should clearly indicate the geographical catchment areas within which skilling services are provided including settlements. i.e Madi Okollo and Terego (Including Rhino camp and imvepi refugees); Moyo and Obongi (including Palorinya refugee settlement). Please indicate “EOI for youth skilling” in the subject line.

EOI should clearly indicate the approach for carrying out skilling (institution based or community-based skilling- in partnership with private sector artisans). Explain fully the arrangement for ensuring standards and safeguarding compliance in both approaches.

**Disclaimer:** SNV reserve the right to select or not select any application received.