

Terms of reference (ToR) for the procurement of services up to the value of EUR 20,000

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General information

a. Brief information on the project

Despite its positive socio-economic development during the last decades, Ethiopia still faces many challenges. Almost half of the 104 million in population is younger than 15 and will enter the labor market in the next years. To date, the labor market is characterized by a high share of vulnerable employment (88%), with most of the employable population working in the agricultural sector (68%), 22% in the service sector, and 9% in the industrial sector.

The program “Special Initiative on Training and Employment” is a program that has been commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ) and being implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH. GIZ is a German state-owned company, which is working in the field of technical and international development cooperation in more than 100 countries worldwide.

The aim is that “enterprises in selected sectors show employment growth.” The program has the following areas of intervention:

- Capacity development of the Ethiopian small- and medium-sized enterprises;
- Improvement the employment conditions for sustainable job creation and employment-related growth of production in the industrial parks;
- Creation of a conducive environment for cooperation between Ethiopian and international companies.

b. Context

As part of creating a conducive environment for international companies in Ethiopia, SI Jobs aims to conduct feasibility studies for international companies looking to set up parts of their operation in Ethiopia. For this assignment, ÖKOBIT GmbH, which has developed HoMethan®, an innovative and compact biodigester, has approached GIZ to co-finance a feasibility study to investigate Ethiopia as a potential country for manufacturing.

According to ÖKOBIT GmbH, HoMethan® has the potential to improve the living conditions of many people in Africa and revolutionize the market for small biodigesters. It is a proven technology, already for more than 5 years, with a track record of deployments at user sites. HoMethan® enables energy self-sufficient and efficient biogas production and provision of bio-fertilizer for a wide range of feedstocks with minimal liquid requirements, appropriate even for semi-arid regions. The plants are prefabricated, easy to transport, and quick to install. They are easy to operate, require little maintenance, and are incredibly robust and durable.

In order to be able to offer HoMethan® biodigesters on the market at a low cost, ÖKOBIT is planning to set up a local mass production line in an African country. This feasibility study is to understand Ethiopia's suitability for the production, local sale and eventual export of the HoMethan® biodigesters.

- c. GIZ shall hire the contractor for the anticipated contract term, from 01 March 2021 to **31 May 2021**.
- d. The contractor shall provide the following service:

The contractor will be part of a team that will be responsible for the delivery of a comprehensive "Feasibility Study for the Manufacture and Sale of HoMethan Biodigesters in Ethiopia".

The role of the contractor will be providing research and expert advice to the team for the timely completion of this study.

Specifically, the following research areas and expertise will be required:

- i. In the gap-analysis of **available skilled employees and requirement of qualification**, the contractor will, in close connection with the larger team, be asked to advise and research the following points:
 - Matching the required skills for manufacturing to the correct qualifications and experience in Ethiopia. Advising on the description of requirements for employees e.g. for processing industrial thermoplastic textiles, stainless steel welding, machine operation and operation of regular workshop machines and equipment.
 - Matching the required skills for plant installation and operations to the correct qualifications and experience in Ethiopia. Advising on the description of requirements for HoMethan service partners.
 - Matching the required skills for sales, service and management to the correct qualifications and experience in Ethiopia. Advising on the description of requirements for salespersons with regard to initial consultation.
 - Analysis of existing knowhow, industries and educational structures within the context of HoMethan (including cutters in garment industries, professional welders, etc.), with an emphasis on existing structures of education such as vocational educational centers or institutions.
 - Identification of the educational needs: Determination of the vocational training requirements based on the preceding analysis of required and available level of education.
 - Description and strategy of vocational training, training programs and methods for capacity building to meet the educational requirements of a successful introduction of HoMethan in Ethiopia.

- ii. In the **determination of total project effort for setting up the business**, the contractor will, in close connection with the larger team, be asked to advise and research the following points:
 - Planning and quantification of all required efforts of vocational training to qualify skilled workers: Determination of required experts to train trainers, duration of workshops, educational material, facilities, etc. Calculation of time, personal and costs. This includes the manufacturing part, sale and service of HoMethan
 - Advising on the quantification of distribution, sale and service: Assisting with the determination of all distribution expenses, including sales, logistics installation and service. This includes an extensive research of existing structures and networks in Ethiopia.
- iii. In the **analysis of the social and economic risks that face Ethiopia**, the contractor will, in close connection with the larger team, be asked to advise and research the following points:
 - Definition, determination and evaluation of economic and social risks with particular regards to ethnic conflict and employee strikes.
 - Advice on how to minimize these risks.
 - General methods and activities to predict, reduce or avoid negative effects of occurring incidents or to secure the economic risks.
 - Assessment and evaluation, recommendations and conclusions with regards to recommendations, business strategy, definition of next steps, business partners, etc., in relation to the human resources requirements.

Tender requirements

1. Qualifications of proposed staff

1.1 Expert 1:

1.1.1 General qualifications

Education: university qualification master's in Education, Human Resources or Related

Professional experience: 10 years' experience in sourcing staff for new and existing businesses in the manufacturing or engineering industry; hiring and/or working with TVET and university graduates; research and/or the preparation of feasibility studies, business plans or other technical or economic material; experience in training recruits for medium to large companies.

1.1.2 Knowledge of the country Ethiopia for at least 10 years

1.1.3 Language skills: business fluency in English and Amharic

2. Specification of inputs

Fee days	Number of experts	Number of days per expert	Comments
• Preparation/debriefing	1	1	40 expert days in total.
• Implementation	1	39	
Travel expenses	Number of experts	Number of days/nights per experts	Comments
• Per-diem allowance in country of assignment (300 ETB/day)	1	10	Please note: Though travel within Ethiopia is not currently foreseen, it may be determined as essential over the course of this assignment.
• Overnight allowance in country of assignment (6000 ETB/ night)	1	8	
• Travel costs (600 ETB/ day)	1	10	
Flights	Number of experts	Number of flights per experts	Comments
• International flights	N/A	N/A	N/A
• Domestic flights	1	2	(return flights)
Other costs	Number of experts	Amount per experts	Comments

*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 sheet.*

Note:

If restrictions are introduced to combat coronavirus/COVID-19 (restrictions on air travel and travel in general, entry restrictions, quarantine measures, etc.), GIZ and the contractor are obliged to make adjustments to their contractual services to reflect the changed circumstances on the basis of good faith; this may involve changes to the service delivery period, the services to be delivered and, if necessary, to the remuneration.