**INTRODUCTION**

1. The Skills for Prosperity programme focuses on reducing poverty in Egypt by providing support to tackle skills deficits, which are holding back sustainable and inclusive growth. Over a 3-year period, the programme aims to provide technical assistance, which draws on UK expertise to improve the quality, relevance, equity and cost-effectiveness of the tertiary education within the state education system. The intended impact of the Skills for Prosperity programme is increased capacity for inclusive economic growth due to increases in labour productivity, which will contribute to poverty reduction.

2. The expected outcome of the Skills for Prosperity programme is improved skill levels, employment rates and productivity of beneficiaries (graduates), particularly for the priority target groups of women, low-income youth and people with disabilities.

**OBJECTIVES**

3. The British Embassy in Cairo wishes to secure the service of a sector expert(s) or qualified organizations to deliver a baseline study titled “**Skills and Employment**”. We expect that the Skills and Employment study will inform the design and development of the Skills for Prosperity programme in Egypt and its intended impact and outcome as set out above.

4. In conducting this study, the service suppliers must take into account the fact that the Skills for Prosperity programme aims to have a long-term, sustainable impact, and that its primary focus is therefore to strengthen the capacities of key Egyptian government actors and tertiary education institutions to implement those strategies and programmes that can best enhance the education-to-employment process in the country.

**SUMMARY OF REQUIREMENT**

5. The British Embassy in Cairo seeks to appoint a Service Provider to support the development of the **Skills for Prosperity** programme in Egypt. The Service Provider will deliver a baseline study and analysis titled **‘Skills and Employment’** to inform the UK Government’s design of the Skills for Prosperity programme to be delivered in Egypt in the next three years 2019 - 2021. The ‘Skills and Employment’ baseline study shall consist of evidence-based research & analysis and provide technical reports to:

1. Inform the Skills for Prosperity programme of the potential sector-specific **jobs** and the corresponding **skills** that are going to be in demand/at risk in Egypt 2020 – 2030.
2. Define the **skills gap** in the **labour market context,** and how the education to employment process improvement can better address the skills required to close the gap.
3. Map and diagnose Egypt’s **education-to-employment** process, suggesting solutions that are sustainable and in line with the country’s 2030 vision.
4. Outline potential areas for **responsive technical assistance** within the higher education sector, drawing on the UK expertise in education and skills.

6. For the purpose of this ToR, “**Skills and Employment**” refers to the acquisition of practical competencies, expertise and aptitudes necessary to perform a trade or occupation in the labour market – within the context of this programme; we focus on skills acquired through **standard tertiary education within the state education system.**

**METHODOLOGY**

7. Interested parties must submit an inception report to outline the methodology of how they would deliver the above-mentioned outputs. This may includedesk research, literature review, conducting surveys, interviewing stakeholders in Egypt and the UK… etc.

8. International organisations may wish to consider collaborating with local experts. The supplier should expect to engage, where applicable, with a sampling of bilateral donor agencies, multilateral agencies, and UK Government departments to determine complementarities to existing policies and initiatives. The embassy may help facilitate discussions with key sector stakeholders in certain cases where the embassy’s political influence is key to enable these.

**EVALUATION CRITERIA**

9. Proposals will be evaluated based on the below criteria:

* Alignment with the below mentioned objectives and outputs.
* Work plan design including clear timelines and schedule of delivery
* Risk and financial accountability procedures
* The technical and organizational capacity to deliver the outputs
* The organisation’s safeguarding policies that ensure protection of beneficiaries
* Overall value for money

**OUTPUTS / DELIVERABLES**

10. There are four interconnected outputs for this exercise, which together constitute the required Skills and Employment baseline study:

**11**. Comprehensive and thorough list, supported by research-based evidence, of the potential sector-specific jobs and the corresponding skills (and each skill levels in detail) that are likely to be in demand in Egypt 2020 - 2030, in line with the Sustainable Development Strategy: Egypt Visions 2030 and other validated research and data already exists from both the public sector and the relevant international organizations. There should be a sub-list of jobs and skills that are likely to be under threat in the next ten years. The list of jobs/skills must be primarily mapped to The International Standard Classification of Occupations of ILO (ISCO -88) and other relevant national standards that are of interest and consideration to the government of Egypt.

**12.** A detailed description of the skills gap in the labour market context, and how the education to employment process improvement can better address the skills required to close gap. This exercise must be referring to the International Standard Classification of Occupations of ILO (ISCO -88) when defining and comparing the current education attainments of the Egyptian graduates to the actual labour market requirements which forms the real ‘‘skills gap’’.

**13.** A mapping of and a diagnostic for Egypt’s education-to-employment process; focusing on; the scale and reasons (lack of jobs, lack of skills, or lack of coordination) for the graduate unemployment problems in Egypt, which groups of graduates/employers in Egypt are struggling the most. The diagnostic should include the possible solutions/ feasible interventions that are sustainable and in line with the country’s 2030 vision.

**14.** A detailed outline of the potential areas of responsive technical assistance within the higher education sector (standard tertiary education), to which the Skills for Prosperity programme in Egypt can contribute, drawing on the UK education expertise.

15. The report(s) are required to make references to the appropriate international standards or classifications that are relevant to the respective area of analysis and the objectives outlined above, while also contextualizing to the Egyptian political and socioeconomic narratives. We would also like to give emphasis to referring to the national initiatives and any standards/classifications that have been in place and are adopted by the Egyptian government where appropriate.

16. The supplier should provide an inception report followed by first draft report before the final draft is submitted. The Embassy team needs to be fully and promptly informed of any challenges or other issues that arise. Periodical calls will also be planned with the Embassy in order to inform and update project progress.

**OUTLINE OF EXPECTED TASKS (FOR GUIDANCE)**

17. For guidance purposes, Annex A1 (attached to this TOR) is providing recommended outlines of the expected tasks we anticipate are essential to achieving the four main output areas: (**The suppliers are encouraged to provide alternative outline(s) of tasks required to achieve the four main output areas as they deem appropriate and favourable to the compilation of this study).**

**18. The outcome reports of this study need to be presented in English in visually-illustrative formats, with data visualization and infographics where possible.**

**KEY DATES**

19. Subject to previous agreement between the Embassy and the service provider, dates for delivering outputs might change.

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| Stage | Target Date |
| Call for bids opening | 29 November 2018 |
| Closing the bid (3 weeks) | 18 December 2018 |
| Announcing the wining proposal (5 working days) | 20 December 2018 |
| Commencement | 03 Jan 2019 |
| Inception Report | 17 Jan 2018 |
| First Draft Report | 7 Feb 2019 |
| Final Report – all outputs | 21 Feb 2019 |

**SKILLS AND COMPETENCES**

20. The research expert(s) will have to demonstrate experience and expertise of the Egyptian higher education and labour markets, preferably experience in Egypt’ as well as the UK’ Higher Education and skills sector. The experience of medium to large scale ODA programming is an asset,including **ensuring compliance with the UK’s International Development Act (2002) and the (2014) Gender Equality Act.**

**BUDGET**

21. The maximum budget for the service, covered under these terms of reference, is 25,000 GBP.

22. The supplier will propose the overall budget for this work, which must be inclusive of all applicable overheads and travel costs for any field visits. Bidders are expected to show Value for Money and not reach the budget ceiling if costs can be lower. Payments will be made in arrears upon receipt of the outcome reports, after any updates have been incorporated and signed-off by the British Embassy.

**INQUIRIES**

23. Inquires prior to submitting a proposal are accepted and will be answered by the appropriate Programme Manager at the Embassy within 48 hours of receipt. Inquires can be of technical or financial nature, potential suppliers must submit the inquiries well-before the closing date of proposals. Inquires need to be submitted via email to Bola Ibrahim – Higher Education Policy Manager at the British Embassy; [bola.ibrahim@fco.gov.uk](mailto:bola.ibrahim@fco.gov.uk) . Telephone inquiries are not applicable.