

Government of the People's Republic of Bangladesh
Ministry of Finance, Finance Division
Skills For Employment Investment Program (SEIP)
Prabashi Kallyan Bhaban (Level-15)
71-72, Eskaton Garden
Ramna, Dhaka-1000

**Request for Expressions of Interest (REOI) for Selection of Sector Specialist
(Renewable Energy)**

Package: SD-32-S – Renewable Energy

Country: People's Republic of Bangladesh
**Title of the Project: Loan 3468-BAN: Skills for Employment Investment Program
(SEIP) (Tranche-2)**

Executing Agency: Finance Division, Ministry of Finance

No. FD/ SEIP/SD-32-S/426/2019/235

Date: 11/02/2021

1. The Finance Division, Ministry of Finance has been allocated public funds from the Government of the People's Republic of Bangladesh (GOB) and the Asian Development Bank (ADB) towards the cost of Skills Employment Investment Program (SEIP) and, intends to apply part of the proceeds of these funds under the ADB's Loan No. 3468-BAN, to eligible payments under the contract for consultancy services of **Sector Specialist (Renewable Energy)** by an Individual Consultant (**National**).
2. The overall objective of the project is to qualitatively and quantitatively expand the skilling capacity of identified public and private training providers by establishing and operationalizing a responsive skills ecosystem and delivery mechanism through a combination of well-defined set of funding triggers and targeted capacity support. The objectives of this assignment are to develop skills training programs with required skill set which will help in developing skilled workforce for the energy sector.
3. The project will engage 1(One) **Sector Specialist (Renewable Energy)** as per requirement of TOR. The duration of the assignment is 120 working days (intermittent) over 8 months from the issuance of Notice to Proceed. It is expected that the services will commence tentatively from April 2021. The TOR for this assignment is available on ADB's CSRN or CMS website (csrn.adb.org) and SEIP Project website (www.seip-fd.gov.bd).
4. SEIP now invites eligible National Individual Consultant to submit Expression of Interest (EOI) for providing the required services. The interested consultant may obtain further information from ADB's CMS and, if necessary, by applying to the address below during regular office hour.



5. EOI must be submitted in standard template through ADB's CMS along with detailed CV. Only online submission in ADB's CMS will be evaluated.
6. A Consultant will be selected using the Individual Consultant Selection (ICS) method in accordance with the ADB Guidelines for Use of Consultants. In addition to ADB's eligibility requirements, the short-listing shall be carried out using the following three major criteria corresponding to the EOI Evaluation Template:
 - A. General Qualification
 - B. Assignment Related Experience
 - C. Regional Experience and others
7. The deadline for submission of Expressions of Interest (EOI) is 11:59 pm (Manila local time) on 26 February, 2021 through ADB CMS.
8. The procuring entity reserves the right to accept or reject any or all EOIs received without assigning any reason thereof.



(Md. Zahidul Haque)

Executive Project Director

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Government of the People's Republic of Bangladesh
Finance Division, Ministry of Finance
Skills for Employment Investment Program (SEIP)
Engagement of Sector Specialist (Renewable Energy)
(National)(SD- 32S)

Terms of Reference (ToR)

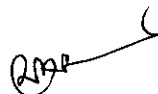
A. Background and Objective of SEIP

1. The skills for employment investment program (SEIP) supports the Government of Bangladesh's reforms in skills development anchored in the National Skill Development Policy (NSDP), 2011. It also supports private sector involvement and public-private partnership, which is critical to meet existing and future labor market needs and in reducing skills-gap. This in turn is crucial for Bangladesh to move away from the current "low-skill, low-wage equilibrium" to a "higher skill, higher wage virtuous cycle" to transition to a middle income country. The program helps the government to scale up skilling of new entrants and up- skilling of existing workers that will contribute to higher growth of priority sectors. SEIP will strengthen the skills eco-system in Bangladesh by establishing a unified funding system and enhancing overall coordination of the currently fragmented system of skills development.

2. The overall objective of the project is to qualitatively and quantitatively expand the skilling capacity of identified public and private training providers of Bangladesh by establishing responsive skill ecosystem and delivery mechanisms through a combination of well-defined set of funding triggers and targeted capacity support. Quality skills training will be strengthened by implementing vocational trainers' development program; quality assurance functions and appropriate skills assessment. The project will enhance mid-level trainee targets with expanded partnership with private sector and public sectors. Institutional capacities for mid-level training would be strengthened and a national governance structure for skills development would be established. The project has been supporting industries to conduct training programs by providing grants to meet their skill requirements with a condition to employ at least 60% of the trained graduates.

3. To achieve the objective of the project, Finance Division has been implementing Tranche 1 and 2 of SEIP Project. Tranche 1 (Loan 3131) became effective on 24 July 2014 and its completion date is 31 December 2019 (loan closing on 30 June 2019). Tranche 2 became effective on 30 March 2017 and its completion date is 31 December 2021 (loan closing on 30 June 2022).

4. Implementation of training programs through industry associations and public training providers has been going on under tranche 1 and tranche 2. Tranche 1 and Tranche 2 address the skills requirements of nine industry sectors through implementation of market responsive inclusive skills training programs. SEIP is now planning to design and develop the project for tranche 3 which may be implemented from January 2020 to May 2024. In tranche 3, the scope of training support may extend to the new industry sectors/sub-sectors. One of the sub-sectors is Renewable Energy. The training support in this sub-sector requires to recruit a Sector Specialist to review the occupation wise demand, on-going training facilities, curriculum,



infrastructure and prepare a business plan based on the SEIP template for implementation of the training program

B. Objectives, Purpose, Scope of Services, Detailed Tasks and/or Expected Outputs

1. Objectives of the Assignment

The objectives of this assignment are to develop skills training programs with required skill set which will help in developing skilled workforce for the energy sector. The Sector Specialist will prepare a sub-sector analytical report which includes the analysis of current demand and supply and the status of training arrangements available in Bangladesh with employment opportunity and occupation-wise salary structure. More Specifically, the Sector Specialist will i) review the ongoing courses being implemented by Sustainable Renewable Energy Development Authority (SREDA) in terms of employability and value addition; ii) identify additional training courses based on skills requirements and employers' needs, as well as high value addition for the sector; iii) identify employers/employment opportunities; and iv) prepare a business plan for SREDA under tranche 3 of SEIP project.

2. Scope of Services

The Sector Specialist will be engaged to closely work with SEIP Management, SREDA and other relevant stakeholders to analyze the sub-sector and identify skills requirements for business and employment growth and develop skills training courses/programs to be implemented under the supervision of SEIP and SREDA. More specifically, the Sector Specialist will carry out the detailed tasks outlined below:

3. Detailed Tasks:

(a) Sub-Sector Analytical Report:

Prepare an analytic report which includes the following:

- Assessments of the renewable subsector or related areas in terms of business opportunities, occupation-wise employment growth, and changes in regional and global trends;
- Skills requirement of the workforce in the subsector/related field to support ongoing and emerging business opportunities and contribute to economic growth;
- Analysis of specific skill sets that are required to meet emerging technology trends and institutional development needs; and
- Analysis of skill levels of the current workforce in the relevant field and the skills gap in responding to the emerging and future business needs.

The report should also include the following:

- Relevant empirical data collected from the field as well as from secondary data sources;
- Assessments based on consultations with business owners, industry associations, training institutes, and other relevant stakeholders in the energy and related sector to identify major skill gaps in view of business requirements; and
- A potential list of employers who are capable of employing/absorbing skilled workforce in the field or who may be willing to develop skills training programs for business growth.

The Sector Specialist will not disclose any information of the assignment to third parties until the program is all finalized and is given permission by SDCMU.

b) Review on-going Courses and identification of new Courses

The Sector Specialist will review current training courses offered by SREDA, relevant industry associations, and training providers, and assess whether these training programs are appropriate in terms of the quality and relevance based on the sectoral analysis and skills demands from employers. This assessment should include a review of training materials/curriculum, process of curriculum development, training environment and equipment and trainers' qualification, which should come from field visits and consultations with training providers. Based on the skills requirements in the subsector or related field, prepare the following:

- List of courses that can be proposed for the sectoral contribution, both ongoing ones and new ones, including the possible content and level of training to be included;
- List of potential employers for each of the courses to be proposed;
- List of employers or business partners who may be willing to develop new training programs AND also absorb trainees as employees;
- For each of the courses, indicate who will be able to develop the curriculum, training content, and skills standards; and
- For each of the courses, prepare cost estimates (both direct and indirect costs) and identify the list of equipment required, if there is any.

c) Preparation of Business Plan

The Sector Specialist will develop a Business Plan based on the template of SEIP indicating a list of training courses with duration and training providers, which can be supported under SEIP Tranche 3. The courses proposed under the business plan should be able to meet the target employment (at least 60%) upon completion of training programs by all trainees. *The Business Plan should not include those courses which do not have potential employers in the market.* For the business plan, a template will be provided by SDCMU and it should be prepared under close advice and in coordination with SDCMU.

C. Expected Deliverables:

Sl.	Deliverables	Timeline for Deliverables
1	Inception Report	Within 2 weeks from Notice to Proceed
2	Draft Sub-sector analytical report and Draft Report containing the list of courses to be implemented in tranche 3 (existing and additional courses in terms employability and value addition)	Within 4 months from Notice to Proceed
3	Draft Business plan for Renewable Energy sub-sector for implementation of SEIP training programs under tranche 3 based on the template of SDCMU	Within 6 months from Notice to Proceed
4	Stakeholder Workshop: Sector Specialist will arrange a Stakeholder Workshop on draft	Within 7 months from Notice to Proceed

	reports	
5	Final Report incorporating comments from SDCMU/Stakeholders	Within 8 months from Notice to Proceed

4. Reporting, Communication, and Time Schedules

- The Sector Specialist shall report to the Executive Project Director;
- Regular Communications with different levels of Management and stakeholders as required;

D. Minimum Qualification and Experience

- Masters Degree in Electrical and Electronic Engineering/ Mechanical Engineering/ Renewable Energy Technology/ Business Administration or related field from any reputed university;
- Minimum General Experience of 10 Years.
- Minimum 6 years of experience of industry, market assessment and demand projections in renewable energy sector
- Completed minimum 3 Assignments in Renewable Energy Subsector.
- Previous experience in ADB or development partner-funded projects is preferable.

E. Assignment Duration and Payment Modalities

- Duration of the assignment: 120 working days over 8 months from the issuance of Notice to Proceed (NTP) (intermittent)
- Payment Schedule: The payment will be made based on the submission of deliverables as follows:
 1. 10% of the agreed lump sum amount (exclusive of contingency) upon submission of Inception Report and its approval by SDCMU
 2. 30% of the agreed lump sum amount (exclusive of contingency) upon submission of Draft Sub-sector analytical report and Draft Report containing the list of courses to be implemented in tranche 3 as per TOR and its approval by SDCMU
 3. 30% of the agreed lump sum amount (exclusive of contingency) upon submission of Draft Business plan for Renewable Energy sub-sector for implementation of SEIP training programs under tranche 3 based on the template of SDCMU and approval thereon
 4. 10% of the agreed lump-sum amount (exclusive of contingency) upon arrangement of workshop.
 5. 20% of the agreed lump-sum amount upon submission of Final Report and its approval from SDCMU.

F. Counterpart Support: As determined through negotiation