

**Terms of Reference (ToR)**  
**for**  
**Study on Integrating Generic Green Skills /competencies in the Exiting**  
**Eight Curricula of Dual VET Apprenticeship Program**

**Enhanced Skills for Sustainable and Rewarding Employment (ENSSURE)**  
**Project**

**CTEVT Complex, Sanothimi, Bhaktapur**

**May 2024**

## **1. Background**

Climate change is a major priority for international development. Its impact is disproportionately felt in the developing countries (Bagaley & Blum, 2010) like Nepal as the countries have climate-sensitive economy and have weak coping strategies. Nepal has continued to suffer from environmental degradation, resource scarcity, climate change, and economic volatility (Lamichhane & Neupane, 2022). It will need to shift towards a greener economy for sustainable economic growth and employment. The government of Nepal has made a commitment to net-zero carbon by 2045 and negative thereafter. Integration of Climate change into TVET will be an important crucial step towards fulfilling the commitment. Likewise, according to the International Labor Organization's 2018 World Economic and Social Outlook report, a net 18 million jobs will be created as countries work to meet the Paris Agreement's 2-degree Celsius goal. As per Future Jobs Report 2023, employers have increased the green jobs hiring rate with year-on-year green jobs hiring rate exceeding the overall jobs hiring rate. Nepalese youths also need to be equipped with green skills to benefit from the new job prospects and become globally competitive. Hence, discussion on the urgent need to integrate and strengthen green skills, jobs, and practices within TVET in line with the commitment has received prominence in the public discourse recently. However, the TVET sector has yet to fully integrate climate change and green practices into curriculum and teaching practices. All the curricula should include basic environmental awareness, knowledge, skills, attitudes, and values in all TVET programs (Majumdar, 2009) regardless of the subject. Integration of basic green education across all TVET programs will help to create awareness among the trainees on climate change, its impact, and the solutions they can adopt. The process of greening the curriculum is also necessary for meeting the future skills needs of the market (Hasan et al., 2107) as green jobs will replace conventional jobs in the future. Hence, Enhanced Skills for Sustainable and Rewarding Employment ( ENSSURE), a bilateral project of the government of Nepal and the government of Switzerland is planning to review the existing curricula of the Dual VET apprenticeship program with green lens, identify the gaps and make recommendations for improvement and support CTEVT curriculum division to make improvement in the integration of generic green skills in the existing curriculum. This terms of reference ( ToR) has been drawn to the end.

## 2. Objectives

The key objective of the study is to help the apprentices to develop green attitudes, green behavior, and green skills by integrating generic green skills into the existing 8 curricula of dual VET apprenticeship programs, as below:

1. Pre-diploma in Automobile Engineering
2. Pre-diploma in Mechanical Engineering
3. Pre-diploma in Electrical Engineering
4. Pre-diploma in Building Construction
5. Pre-diploma in Information Technology
6. Pre-diploma in Hotel Management
7. Pre-diploma in Early Childhood Development Facilitator
8. Pre-diploma in Tea Technology

## 3. Scope of Work

The following is the scope of the study:

- Systematic review of the curricula of dual VET apprenticeship program in eight occupations to see if the green skills are adequately reflected in key elements of the curriculum i.e. in objectives, and learning outcomes. Pedagogies and assessment methods, resources, instructors and in-company trainers requirement and training and employment possibilities, and identify gaps
- Identify generic green skills /competencies that can be integrated into different elements of the curriculum, if the green skills /competencies are not adequately integrated and make recommendations on how the green skills /competencies can be integrated into the existing curriculum
- Organise a sharing workshop with the key stakeholders, CTEVT, Schools, and industries to discuss the key findings in the gaps and recommendations
- Refine the findings and the suggestion based on the suggestion from the workshop
- Support CTEVT's Curriculum Development Division to integrate the green competencies in the existing curricula based on the findings of the study

## 4. Deliverables

The followings are the deliverables of the study,

- **Inception Report:** Detailed work plan outlining the approach, methodologies, and timeline for the assignment.

- **Draft Report:** A draft report with the assessment status of integration of green skills into key elements in existing curricula of dual VET apprenticeship in 8 curricula and specific recommendations on what/how green skills/competencies can be integrated into the key elements of the curriculum
- Sharing workshop with key stakeholders
- Support CTEVT for integration of green skills into the existing curriculum based on the findings of the study
- **Final report**

## 5. Duration of completion

The assignment is expected to commence on 20<sup>th</sup> June 2024 and be completed on 30<sup>th</sup> July 2024.

## 6. Key Human Resources/Experts

- 6.1 **TVET /Curriculum expert- 1(one):** S/he should have at least a master's degree in Engineering or a relevant field and at least 10 years of experience in the TVET sector with hands-on experience in curriculum development and review. **Inputs:** The total estimated professional input is 22 days.
- 6.2 **Green Skills Expert – 1(One):** S/he should have at least a master's degree in Environmental Science or any other relevant field with at least 7 years of experience and a deep understanding of green skills. Prior experience in developing curriculum, and course content and delivering training on green skills will be an added advantage. **Inputs:** The total estimated professional input is 32 days.

## 7. Reporting

The Consultant will coordinate and report to **Mr. Keshab Bhandari**, Quality Assurance Specialist in the ENSSURE Project.

## 8. Payment

The payment of the contract amount will be made in three installments as below:

- **The 1st installment:** 20% of the contract price will be released upon submission and acceptance of the inception report.
- **The 2nd installment:** 60% of the contract price will be released upon submission and acceptance of the study report with findings and recommendations
- **The Final Installment:** The remaining 20 % of the contract price will be released after the integration of green competencies into the existing 8 curricula of the dual VET Apprenticeship program.

## **9. Selection Procedure**

The consultant shall be selected through Quality and Cost Based Selection (QCBS) in accordance with Helvetas Nepal's Financial Manual. The Technical Proposal will have an 80% weightage, while the Financial Proposal will account for 20%.

## **10. Confidentiality**

All information obtained during the consultancy shall be treated as confidential and used solely for the purpose of this assignment. All the documents/reports generated for this assignment will be the property of the Project.

## **11. Submission of Proposals**

Interested and qualified consulting firms/training institutes should submit the following documents with the subject line **“Study on Integrating Generic Green Skills /competencies in the Existing Eight Curricula of Dual VET Apprenticeship Program”**

- (a) Technical and Financial proposal submission letter
- (b) Legal documents of consulting firm/Technical institute ( Firm registration, PAN & VAT registration, and Tax clearance certificate of FY 2079/080)
- (c) Methodology with understanding of the objective, work plan with Expert inputs of completion of the assignment)
- (d) Specific experience of the consulting Firm/ Training Institute
- (e) Proposed Key Experts/consultants' CVs covering qualifications and experience.
- (f) Financial proposal( in seperate envelope)

**Application deadline: 31 May 2024**

### **Mailing Address:**

Enhanced Skills for Sustainable and Rewarding Employment (ENSSURE)

Project Support Unit (PSU)

CTEVT Complex, Room Number: 214

Sanothimi, Bhaktapur

## A template for a Financial Proposal

**For**

**Incorporation of green skills in the existing 8 curricula of the apprenticeship program**

S N	Cost Heading	Unit	Rate per unit (NPR)	Total Quantity (days)	Total cost (NPR)	Remark
<b>1.0</b>	<b>Remuneration Cost</b>					
1.1	TVET /Curriculum expert	Person day				
1.2	Green Skills expert	Person day				
<b>2.0</b>	<b>Logistics and Administrative cost</b>					
2.1	Logistics	LS				
Total cost estimate (NPR)						
VAT 13%						
<b>Total cost estimate with VAT</b>						