

Terms of Reference

Assessing LIWAY's Contribution to the TVET System in Ethiopia

Project Name	Expanded LIWAY	SAP No. (budget line)	SP1878-2.01.04.01 SP1878-2.01.04.02
Organizer (SNV staff name)	Gezahegn Bekele		
Place/s of the activity	At SNV Ethiopia, the assignment may involve two or three regional cities, in addition to the selected partners and beneficiaries in Addis Ababa.		
Duration	Start Date: October 13 rd , 2025	End Date: November 8 th , 2025	
Background	<p>SNV is implementing the Livelihoods Improvement for Women and Youth (LIWAY), a nine-year programme (July 2017 to December 2028) funded by Sweden and the Embassy of the Kingdom of the Netherlands. The programme is implemented by a consortium of partners comprised of SNV Netherlands Development Organisation, MercyCorps. LIWAY aims to contribute to sustainable poverty reduction and social stability in Addis Ababa by increasing incomes through improved wage and self-employment opportunities, primarily for poor women and youth. The objective is to increase incomes of 400,000 poor people in Addis Ababa, of which at least 200,000 (50%) are women (young and adult) via a well-functioning MSD program implementation approach.</p> <p>The LIWAY programme works in four interrelated market systems-Labor, Micro and Small Enterprises (MSE), Medium and Large Enterprises (MLE) and skills which were selected based on their relevance to poor women and youth, the opportunity for positive impact, and the feasibility of intervention. Each system is interrelated and fosters structural transformation engaging public and private market actors/agents to make the system work better for the target groups (Women and Youth).</p> <p>LIWAY follows a market system development (MSD) approach, identifying root causes of market failures that exclude disadvantaged or poor women and youth from wage and self-employment opportunities. It also identifies private and public institutions capable of driving change Interventions are derived from relevant supporting functions tailored to the needs of women and youth.</p> <p><u>LIWAY Skills System:</u> The skills system is one of a LIWAY programme system that supports other systems by enabling target group members to access relevant skills for job opportunities and business growth. It focuses on working with the TVET sector to identify root causes and pilot innovative interventions to improve job seekers' skills, especially for women and youths.</p>		
Purpose of the Assignment	<p>2.1. General Objective</p> <p>The Overall goal of the interventions under the skills system is to contribute to sustainable poverty reduction and social stability in Addis Ababa by addressing the key constraint of skills gaps of the job seekers. This aims to increase incomes through improved wage and self-employment opportunities, primarily for poor women and youth by enabling target group members to access relevant skills for job opportunities and business growth.</p>		

As the program progresses, LIWAY is required to assess its impact on the overall contribution of its interventions to the TVET system, particularly regarding the piloted soft skills related interventions and other relevant skills for job seekers and business growth, systemic changes realised, and overall changes observed as a result of the LIWAY skills systems interventions¹.

2.2. Specific Objective of the Assignment

The specific objective is to conduct a comprehensive systemic change assessment of the MSD interventions under the skills system targeting women and youth targets/beneficiaries. Specifically, the consultancy will:

- i. Examine LIWAY's implemented interventions to address the skill gaps of targets groups (women and youth).
- ii. Assess LIWAY's contribution in transforming the overall TVET system in Ethiopia'. This includes:
 - o A comparative analysis of changes in the TVET sector for trainees before and after LIWAY's interventions under the skills system. This involves a systematic analysis of the changes in employment among TVET trainees before and after the interventions of the LIWAY skills system.
 - o Analyse the impact of LIWAY's skills system interventions on piloted and non-piloted TVET colleges, the Federal TVET Institute, and regional TVET bureaus.
 - o Examine the adoption of skills interventions by non-implementing TVET colleges (public and private), the Federal TVET Institute, regional TVET bureaus, etc.
 - o Analyse the LIWAY skills system's contribution to influencing the overall TVET system through policies and strategies, proclamations, etc., and their impacts.
- iii. Evaluate the economic and social impacts of the interventions on TVET graduates under skills system interventions.
- iv. Based on the above analysis, provide evidence-based recommendations to enhance TVET policy and target group members to access relevant skills for job opportunities and business growth.

Questions to guide the articulation of changes:

The consultant will assess the LIWAY skills market system strategy, summarizing the *boundaries* of the system concerning the skill market system interventions. This involves examining the observed changes in the area resulting from the LIWAY skills system interventions. The focus is on the contributions to the overall TVET system in Ethiopia, as well as their impact on the employment of TVET graduates.

Questions to guide the articulation of changes:

¹- Career Development Centre for TVET Trainees and Graduates in Addis Ababa
 - Sustainable TVET Graduates Employment Program
 - Improving the Platforms and Functions for Positively Impacting TVET Graduates
 - TVET Trainer's Industrial Attachment Programme (TTIAP)
 - Introducing Improved Vocational & Pedagogical Skills for Effective Employability
 - Strengthening Cooperative Training for enhanced Employment of W & Y

	<p>Key focus areas to address for “LIWAY interventions contribution to the TVET system in Addis Ababa as well as in Ethiopia” before, during, and after LIWAY.</p> <ol style="list-style-type: none"> 1. What are the major contributions of the LIWAY skills system interventions in influencing the TVET system including Policy, strategy, etc? In what ways are the LIWAY skills interventions contributing to the TVET system in Ethiopia? <ul style="list-style-type: none"> - What is the impact of LIWAY’s skills system interventions on piloted TVET Colleges, Federal TVET institute, Regional TVET bureaus, employers & etc? - What is the impact of the LIWAY skills system interventions on the employment rates of TVET graduates in Ethiopia? 2. Is there any adoption of skill interventions by non-piloted TVET Colleges (public & Private) and similar market actors or institutions, etc. How? When? Why? 3. What changes have occurred in the TVET system/sector graduates, in terms of their income and livelihoods, before and after LIWAY’s interventions? 4. What are the economic and social impacts of the skills system interventions on women and youth? 5. What strategies should be implemented to improve the benefits of the target women and youths regarding market-oriented skills? <p><i>Intervention Level key System Change: draft questions will be shared.</i></p>
<p>Scope of Work</p>	<p>3. Scope of Work</p> <p>The study team (consultant(s)) will:</p> <ol style="list-style-type: none"> i. Review relevant project documents including intervention concept notes, relevant literature, updated AAER, and result chains for all interventions under skills system. Moreover, review the Ethiopian TVET strategy documents, proclamations and policies. ii. Design and validate an appropriate impact assessment methodology (qualitative, quantitative, or mixed methods), with careful attention to the in-depth qualitative approach, as it is crucial for understanding the programme’s overall contributions, particularly regarding the LIWAY interventions contribution to the overall TVET system/sector. iii. Study and analyse intervention business models, including their level of implementation (Adoption, Adaption, Expansion and Responses from other TVET colleges/institutions and other similar institutions) with respect to scale, sustainability and resilience and analyse the impact of the LIWAY skills systems contribution to the overall employment status of the TVET graduates in Ethiopia. iv. Conduct fieldwork to collect data from: <ul style="list-style-type: none"> o Women and youth beneficiaries (targets) or TVET graduates. o Implementing Partners/TVET Colleges, Federal TVET institution, Regional TVET bureaus. o Public and private key stakeholders and partners. o MoLS (Ministry of Labour and Skills) and TVET bureaus and agencies.

	<ul style="list-style-type: none"> o Other significant actors influenced by LIWAY skill system activities, such as non-partners/TVETs and other relevant institutions or colleges who replicated the piloted interventions or model. o The study examines the integration of LIWAY interventions into regional TVET institutions and colleges, examining changes before and after the LIWAY interventions, focusing on the effects on the employment rates of TVET graduates. o TVET sector providing the piloted LIWAY interventions to the trainees/women and youths. <p>v. Analyse data to assess:</p> <ul style="list-style-type: none"> o Changes resulting from LIWAY skill system interventions (changes in employment, behaviour, policy, and income.) o Access to relevant skills (enabling target group members to access relevant skills for job opportunities and business growth). o Policy-level achievements and stakeholder influences. o The influence of the skills systems intervention on employment and income for LIWAY targets, including impacts on the TVET sector. o Gender or youth dynamics (changes in decision-making, agency, and confidence). <p>vi. Produce a comprehensive contribution assessment and <u>market system change results report</u> - including recommendations and lessons learned, and best-case studies.</p> <p>vii. Present preliminary findings to LIWAY and partners for feedback.</p>
Deliverables	<p>4. Deliverables</p> <ul style="list-style-type: none"> • Inception Report including methodology and work plan. • System changes and impact assessment report. • Achievements in terms of Policy influence resulting from implemented interventions. • Final report incorporating feedback. • Presentation of findings to SNV, partners and stakeholders. • Recommendation strategic suggestions.
	<p>5. Timeframe</p> <p>The assignment is expected to take place over (25 working days, starting from October 6, 2025) and concluding by November 8, 2025, as per the contract agreement. It will encompass the following phases.</p> <ul style="list-style-type: none"> • Market System Studies of different interventions business models. • Inception: Inception report (review documents, design review methodologies and tools, detail work plan and reporting format, etc.) • Data Collection: This includes time allocated for conducting the desk review, policy and strategy review, field research, and stakeholder interviews. • Data Analysis: Following data collection, a thorough analysis will be conducted to synthesize findings and draw meaningful insights.

- **Report Preparation:** The consultant will prepare the draft report, incorporate feedback, and finalize the report, ensuring clarity and alignment with the objectives of the skill system interventions of LIWAY.
- **Final report:** the final report will a comprehensive document that incorporates feedback from the validation and any additional insights gained during the analysis process.

6. Proposal Evaluation Criteria

The following criteria will be employed for the evaluation of the proposals: -

a) Technical Criteria for evaluation (weight: 70 %)

A pre-defined technical criterion will be employed for the evaluation of applicants. Failure to secure 60% in the technical criteria (i.e 45 Points out of the 70) will automatically disqualify the applicant.

Technical Qualifications	Scoring Criteria	Max. Score
1. Page Limit on Technical Proposal	The technical proposal should be between 10 - 12 pages. CVs and other supporting documents should be included as annexes Proposals that exceed this page limit may be automatically disqualified.	Mandatory
2. Solid Experience and Knowledge	Proven experience in market systems development (MSD) and monitoring and result measurement (MRM) for MSD programming, detailed knowledge and understanding of DCED standards, and proven experience within the Ethiopian employment sector. In-depth knowledge of the TVET sector and livelihoods, gender equality and social inclusion (GESI), climate-responsive programming, and conflict-sensitive approaches.	20
	- More than 8 years of direct experience in similar assignments:	20
	- 5-8 years of relevant experience:	10
	- 3-5 years of relevant experience:	5
	- Less than 3 years of relevant experience:	0
3. Quality of Technical Proposal	Demonstrates a clear understanding of the assignment's objectives and scope. The proposed methodology is sound, and the work plan is clear, detailed, and logical.	30
	- Proposal clearly demonstrates a full understanding of the assignment with a high-quality, detailed methodology and work plan:	30
	- Proposal indicates a partial understanding of the assignment:	15
	- Proposal does not indicate a clear understanding of the assignment:	0
4. Team Capacity and	The proposed team is multi-disciplinary and possesses the required technical expertise to cover all facets of the assignment. CVs of the proposed team members clearly demonstrate the necessary experience.	20

Composition	- A well-composed team with demonstrated senior-level expertise in all key areas: Market Systems Development, Monitoring and Result Measurement (MRM) and MSD practitioner, Technical and vocational and training (TVET), Livelihood, GESI, Climate/Green Jobs, Conflict Analysis, and Mixed-Methods Research: 20 points.	20
	- Team composition is acceptable, but lacks demonstrated expertise in one or more of the key areas:	10
	- Team composition is missing more than half of the required expertise:	0
Total Technical Score		70

b) Financial Evaluation Criteria (weight: 25%)

- ✓ The financial proposal, submitted in a separate document should be simple, and the proposals shall indicate all applicable taxes separately in a clear manner.
- ✓ If Applicants are legally registered consulting firms (copy of annexing of business license, tax registration certificate or any other legal documents need to be submitted). If the supplier is a Local supplier SNV shall deduct either 2% (if the company has valid license and tin number) or 30% (if the company has no tin number and/or license) of the contract amount in lieu of withholding tax and duly paid to relevant inland authority.
- ✓ Financial Proposal need to be submitted in Euro/Birr.

Important Notes:

- ✓ *technical and financial proposals will be submitted separately in marked separate envelopes. Only proposals that have a point of 45/70 and above in the technical proposal are eligible for financial evaluation.*
- ✓ *Proposals that have scored 45/70 on the technical proposal will have their financial proposals evaluated out of 30 and only shortlisted candidates will be contacted.*

Interested consultants (firms or individuals) are expected to meet the following requirements:

Educational Background: A Masters in a relevant field such as Development Economics, Labour Economics, Market Systems Development trainings, International Development, or other related social sciences.

Demonstrated Experience:

A proven track record in conducting comprehensive studies and assessments for development programs, particularly in the fields of market systems development (MSD), TVET sector, livelihoods, youth and women's economic empowerment, and private sector engagement.

Substantial experience in the Ethiopian context, with an in-depth understanding of the TVET system especially on employment and livelihood, the Micro, Small, and Medium Enterprise (MSME) ecosystem, and the policy environment related to TVET, employment and livelihood, business start-up and growth.

Demonstrated experience in conducting analysis and developing strategies related to the core themes of this assignment: access relevant skills for job opportunities and business growth,

livelihood programmes focused on women and youth, Gender Equality and Social Inclusion (GESI).

Team Capacity: Ability to mobilize and lead a multi-disciplinary team with combined expertise covering the key assessment areas of the assignment. The CVs submitted must show relevant knowledge and experience in access to finance (especially related to loan market from supply, demand and regulatory environment), market system development, effective mainstreaming of GESI,

Research Skills: Proven experience and expertise in designing and implementing mixed-methods research, including both qualitative (interviews, FGDs) and quantitative data collection and analysis.

Language Proficiency: Excellent written and spoken proficiency in both English and Amharic.

Ethical Standards: Must adhere to SNV policies, principles, and core values, including a commitment to ethical standards and a code of conduct.

7. Submission of Proposals

The proposal will be submitted in two separates, clearly marked categories:

Technical Proposal

- **Cover Letter (One-pager highlighting capability & experience):**
 - Express clear interest in undertaking the LIWAY systemic Assessment.
 - Briefly summarize the consultant's/firm's/group's capacity and capability to deliver this specific assignment, emphasizing alignment with objectives (economic empowerment for vulnerable women and youth in Ethiopia through market systems development).
 - Provide evidence of performing similar assignments within the last five years, specifically highlighting experience in:
 - TVETs contribution in the overall employment sector, Skills interventions contribution in employment and livelihoods, including aspects related to TVET institution, target groups (MSMEs) and regulatory framework.
 - Market Systems Development (MSD), particularly within the Ethiopian employment sector.
 - Women financial inclusion.
 - Inclusion of conflict affected targets, IDPs, host communities etc.
- **Technical Proposal (Detailed):**
 - **Understanding of the Assignment:** Demonstrate a clear and thorough understanding of the skills system intervention purpose, objectives, and extensive scope as outlined in the ToR (covering the TVET sector diagnosis in Ethiopia context, Market Diagnosis (employment and livelihood), Impact Beyond Addis Ababa, relevant ToC, GESI, Partner Analysis, Risk/Opportunity Analysis, and Strategic Recommendations).
 - Better understanding of the current capital market landscape and the employment trends such as current skills and market demand, TVETs and industry attachment, the current skill demands and curricula, among others.
- **Proposed Approach/Methodology:**

- o Detail the mixed methods approach to be employed, specifically addressing how the desk review (relevant documents, reports, systems strategy, policy, proclamations, etc.) and field research (interviews, FGDs with beneficiaries, government, IPs and other private sector actors on skills system interventions, TVETs, NGOs, etc) will be conducted.
- o Explain the approach to synthesizing findings and developing actionable recommendations.
 - Experience in qualitative assessment, research, data-capturing tools, qualitative data analysis, and digital surveys for quantitative assessment and questionnaires.
 - Best practices and tools from DCED and Beam exchange Knowledge pool on MSD.
 - This section should reflect a sound and high-quality MSD methodology.
- **Work Plan:**
 - o Present a clear, detailed, and logical work plan, aligning with the "Duration of the Assignment" (October 6, 2025 – November 8, 2025).
 - o Allocate specific timelines for each phase: Data Collection (desk review, field research, interviews), Data Analysis, Report Preparation (draft, final), Validation steps, and Final Report submission.
 - o Include a detailed team allocation for each task and estimated man-days per team member for each component of the assignment.
 - o **Applicant's Own Ideas/Recommendations:** Include any innovative ideas or additional recommendations that could enhance the delivery skills interventions systemic assessment in line with but not limited to the explicit ToR requirements.
- **Updated CVs:**
 - o Provide updated CVs for the lead consultant and all proposed professional team members.
 - o Each CV must clearly demonstrate:

Demonstrated Experience: the firm need to have proven track record and substantial experience aligned with the "Qualification of the Consultant" criteria, specifically highlighting:

 - Direct experience in working on TVET sector especially on skills, policy and TVET strategies.
 - Market Systems Development (MSD) expertise.
 - Employment and livelihoods of TVET graduates/job seekers.
 - Inclusive developmental approaches (GESI,).
 - Mixed-methods research design and implementation.
 - Awareness on DCED and/or Beam exchange MSD assessment methods(advantageous).
 - Experience in the Ethiopian context (TVET sector especially, employment and livelihoods, MSME ecosystem, policy environment, TVET strategy).
 - Evidence of work done (e.g., recommendations from previous engagements, reports contributed to).
 - o **Language Proficiency:** Confirmation of excellent written and spoken proficiency in both English and Amharic.
 - o **Ethical Standards:** Commitment to SNV policies, principles, and core values.

- **Financial Proposal (in Euro/Birr).**
- **Breakdown of Relevant Cost Elements:**
 - Provide a clear, itemized breakdown of all anticipated costs.
 - For each cost element, include:
 - Description (e.g., Professional Fees, Daily Subsistence Allowance, Travel Costs, Communication Costs, Report Production).
 - Unit (e.g., day, trip, unit).
 - Number of Units (e.g., total man-days, number of trips).
 - Unit Cost (e.g., daily rate, cost per trip).
 - Total Cost for each item.
 - **Personnel Costs / Professional Fees:**
 - Indicate the daily rate for each professional team member.
 - Specify the number of days each team member will be engaged for the assignment.
 - **Daily Subsistence Allowance (DSA):**
 - Include detailed costs for DSA, covering accommodation, food, and other daily living expenses for field research in Addis Ababa and potential expansion regions.
 - **Travel Costs:**
 - Itemize travel expenses, including domestic travel within Ethiopia for field research.
 - **Communication and Other Costs:**
 - Include costs for communication (e.g., mobile, internet for data collection/reporting) and any other miscellaneous expenses necessary for the assignment's completion.

Submission Guideline and Application submission date:

Interested and qualified applicants who meet the qualification stated above, should submit their proposals as indicated below.

Title of the specific assignment “**Assessing LIWAY’s Contribution to the TVET System in Ethiopia**” should be mentioned in the email subject.

Both the **Technical** and **Financial** proposals should be submitted in a **separate email** to ettenders@snv.org. or separate Envelop for those who are submitting in person.

SNV will not be responsible for proposals submitted without indicating title of the assignment (“**Assessing LIWAY’s Contribution to the TVET System in Ethiopia**”) on the subject of the email.

Proposals must be received by SNV Addis Ababa office to the address below no later than **October 03, 2025, 17:00 (5:00PM)** close of business.

All submissions should be sent to: Via email to ettenders@snv.org or must be submitted in person.



Impact
that matters

All physical submissions should be sent to: SNV Ethiopia, Mexico Sar Bet Road Next to African Union P.O. Box 40675, Addis Ababa | Ethiopia Fax + 251 (0) 11 616 6252 Tele + 251 (0) 11 616 6232 or via <ettenders@snv.org>.