



**NETIB CONSULT.**

CAPACITY BUILDING OF OSS, TVETS  
AND EMPLOYMENT AGENCIES  
FACILITATING EMPLOYMENT LINKAGE

**FIRST CONSULT  
BRIDGE PROGRAM**

**FINANCIAL PROPOSAL**

August | 2022

## SCOPES OF THE PROPOSAL

Based on the TOR and the descriptive content in it, Netib consult had identified the major and subordinate tasks that are going to be implemented under the responsibility of the team. The scope of the provision will be used as a reliable document to avoid and defend future ambiguities or possible disputes. The major tasks of the project are stated below:

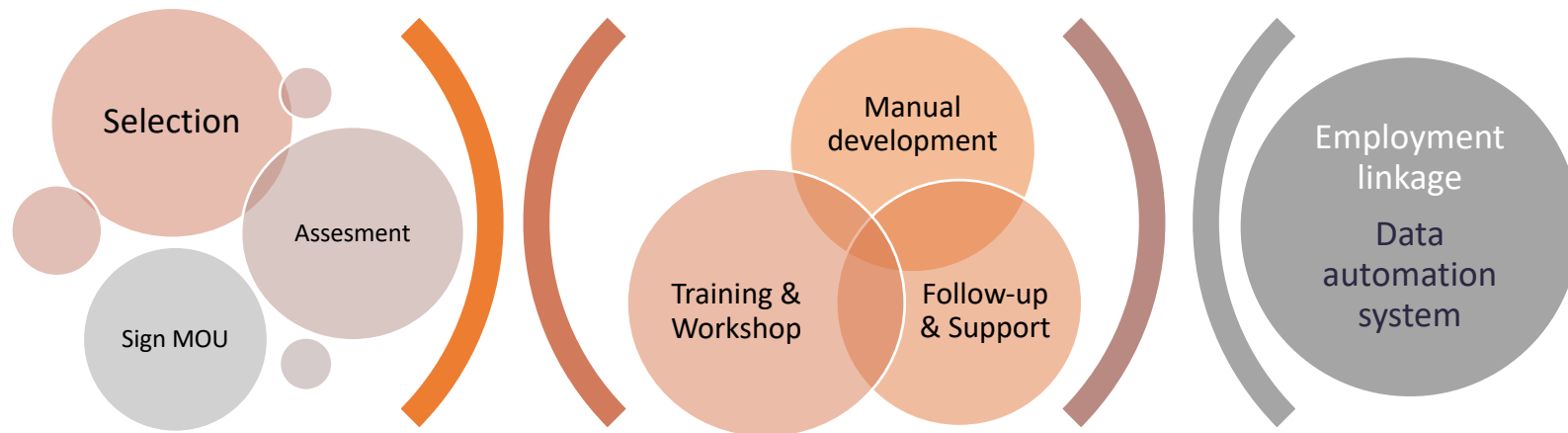
- Prepare an inclusive, broad, and detailed action plan
- Deliver a capacity building and TOT training for OSS, TVET, and employment agencies to help them train more job seekers and facilitate employment linkage
- Optimize the digitalized data keeping, registering, recording, allocating, tracking the career status of job seekers and allocated employees
- Prepare standard manual and training content for OSSs, TVET, employment agencies and job seekers
- Implement suitable workshop and sign MoU with government and non-government stakeholders to create a strong partnership and network
- Monitor the periodic performance, assessing the status and evaluating the ongoing training to provide the relevant report
- Empower and support OSSs, TVET, and employment agencies to conduct training and facilitate better job opportunities for job seekers

**Tasks**

- Capacity building OSS, TVET, and employment agencies
- Organize and facilitate employability soft skill training for 15,000 job seekers and facilitate employment opportunities for 8,000 individuals through OSS, TVET and Employment agencies
- Preparing detail action plan
- Negotiating and signing MOU with relevant stakeholders
- Administering ToT for OSS, TVET, and employment agencies
- Automating the database keeping, registering, identifying, allocating, and tracking the status of OSS, TVET, and employment agencies
- Facilitating follow-up and guidance for OSS, TVET, and employment agencies

**Deliverables**

- Capacity building training and workshop
- TOT manual for OSSs for 12 months, there will be 100 OSSs with 200 staff members
- TOT manual for TVET for 12 months there will be 15 TVETs with 30 staff members
- TOT manual for Employment Agencies for 12 months there will be 15 employment agencies with 30 staff members
- Digital automation system
- Action plan for follow-up and guidance



## DETAIL WORKPLAN

### WORK BREAKDOWN STRUCTURE

#### WBS – 1

WBS	MAJOR TASK	Activities	Methods	Number of experts	Durations	Cost
1	Selection	Selecting OSS, TVET and Employment agencies	Through MOLS, and FC,	Three	5 days	75,000
1.1	Organizing and Signing MOU	Identifying and aligning goals and expectations Defining terms & conditions with specific outcomes	Meetings, presentations, Q&A	Three	5 days	75,000
	Addis Ababa	Workshop with 20 OSS/ 10 TVET/ 10 EA	In person	One	4 days	20,000
	Oromia	Workshop with 20 OSS/5 TVET/ 5 EA	In person	One	4 days	20,000
	Amhara	Workshop with 20 OSS/5 TVET/ 5 EA	In person	One	4 days	20,000
	Dire Dawa	Workshop with 20 OSS/5 TVET/ 5 EA	In person	One	4 days	20,000
	Harar	Workshop with 20 OSS/ 5 TVET / 5 EA	In person	One	4 days	20,000
1.2	Organizing events	Project Launching events		One	10 days	50,000
	Event in Addis Ababa	Major stakeholders / GOV organizations, Employers, Doners	Presentations, Panel discussion,	Three	1 day	15,000
					<b>Total</b>	<b>305,000</b>

## WBS – 2

WBS	MAJOR TASK	Activities	Methods	Number of experts	Durations	Cost
2	Preparation Need or gap assessment workshop of OSS, TVET, EA,	Organizing and facilitating workshops Aligning expectations Defining's the outcome of the intervention Clarify the scope & responsibility of participants Setting specific milestone for the intervention	Conducting survey, workshops, questionnaires,	Three	5 days	90,000
2.1	Organizing assessment workshop			One	5 days	30,000
	Delivering workshop					
	Addis Ababa	Workshop with 20 OSS/ 6 TVET/ 10 EA	Workshop	Two	2 days	28,000
	Oromia	Workshop with 20 OSS/6 TVET/ 5 EA	Workshop	Two	2 days	28,000
	Amhara	Workshop with 20 OSS/6 TVET/ 5 EA	Workshop	Two	2 days	28,000
	Dire Dawa	Workshop with 20 OSS/6 TVET/ 5 EA	Workshop	Two	2 days	28,000
	Harar	Workshop with 20 OSS/6 TVET/ 5 EA	Workshop	Two	2 days	28,000
2.2	Report	Develop a report			5 days	25,000
2.3	Develop guiding manuals	# For internal operation or process manual (Recruitment improvement) # For TOT soft skill trainings # For market and employment linkage		Three	10 days	210,000
			<b>Total</b>			<b>495,000</b>

### WBS – 3

WBS	MAJOR TASK	Activities	Methods	Number of experts	Durations	Cost
3	Organize delivery of training and workshop	# For internal operation manual (Recruitment improvement) # For TOT soft skill trainings # For market and employment linkage	Training / workshop	Three	5 days	75,000
	Delivering					
	Addis Ababa	Workshop with 20 OSS/ 10 TVET/ 10 EA	Training	Two	4 days	56,000
	Oromia	Workshop with 20 OSS/5 TVET/ 5 EA	Training	Two	4 days	56,000
	Amhara	Workshop with 20 OSS/5 TVET/ 5 EA	Training	Two	4 days	56,000
	Dire Dawa	Workshop with 20 OSS/5 TVET/ 5 EA	Training	Two	4days	56,000
	Harar	Workshop with 20 OSS/5 TVET/ 5 EA	Training	Two	4 days	56,000
3.2	Report	Develop a report			5 days	25,000
3.3	Develop operational and Data automating software	For internal operation (Registration, data management and report		Three	3 month	380,000
					<b>Total</b>	<b>760,000</b>

**WBS – 4**

WBS	MAJOR TASK	Activities	Methods	Number of experts	Durations	Cost
4	Coordinate and organize Follow-up/support Coaching and Advice  Employment linkage	# Working with a focal person from OSS, TVET, EA # Follow up using the automated operational system # working and contacting with employers # contacting job seekers	Meetings Automated / in-person survey Questioners	Three	5 days	75,000
	Organizing			One	5 days	25,000
	Delivering					
	Addis Ababa	Workshop with 20 OSS/ 10 TVET/ 10 EA	in-person	Two	1/ month for six month	60,000
	Oromia	Workshop with 20 OSS/5 TVET/ 5 EA	in-person	Two	1/ month for six month	60,000
	Amhara	Workshop with 20 OSS/5 TVET/ 5 EA	in-person	Two	1/ month for six month	60,000
	Dire Dawa	Workshop with 20 OSS/5 TVET/ 5 EA	in-person	Two	1/ month for six month	60,000
	Harar	Workshop with 20 OSS/5 TVET/ 5 EA	in-person	Two	1/ month for six month	60,000
4.1	Report	Develop a report			5 days	25,000
			<b>Total</b>			<b>425,000</b>



	Work break down structure	Cost
	WBS 1	305,000
	WBS 2	495,000
	WBS 3	760,000
	WBS 4	425,000
	WBS-Total	1,985,000
	Project Admin	198,500
	Total	2,183,500
	15% VAT	327,525
	Grand Total	2,511,025

#### NOTE:

The budget proposed **does not include** transportation, accommodations and venue or additional costs with regards to, for example, costs for the venue and catering will be charged separately or can be handled by FC.

**\*\*If requested and when needed, Netib Consult can manage the logistics\*\***

#### PAYMENT MODALITY

- **20% up on signing of contract,**
- **30% up on completion of TOT training**
- **20% up on completion of data automation system**
- **30% up on completion of employment linkage**

# THANK YOU!

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**We're ready  
for your  
project.**

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