

Approved by UNDP ARR Erkinbek Kasybekov

Kanagat Alyshbaev, Project Coordinator
Digital skills and opportunities for youth employment towards digital economy

Signature

Date



Empowered lives.
Resilient nations.

TERMS OF REFERENCE

Project Name	Digital Skills and Opportunities for Youth Employment Towards Digital Economy in the Kyrgyz Republic, PID 00114503
Short title of Assignment:	International Consultant on drafting the digital skills Development Strategy and Professional Qualification Educational Standards with curriculums and Road Map and Action Plan Road Map 2019-2023
Duty station:	Home based with travel to Bishkek, Kyrgyz Republic
Type of Contract:	Individual Contract
Duration of Contract:	45 effective person days (December 2019 – July 2020)

BACKGROUND

Kyrgyzstan has rather young population (median age is 24 years, and people of working age constitute 60% of total population), which attributes to a high demand for jobs in the country. Women and young people have higher chances to be unemployed than middle age men. 1/5-th of the population, with young men in the majority, must seek job opportunities abroad. They mostly occupy relatively low-paid jobs in services and construction in Russia and other countries. Experts' surveys show that the number of Kyrgyzstan's citizens working abroad is over 800,000 people (with 30% of women migrants). Other problems that Kyrgyzstan youth faces include gender gap, and skills mismatch.

In 2017 the Government of Kyrgyzstan announced a launch of nation-wide program of digital transformation "Sanarip Kyrgyzstan" that aims to build an open and transparent state, the knowledge-based economy, raise life standard of Kyrgyz citizens, as well as improve business environment. Sanarip Kyrgyzstan is a key component of the long-term National Sustainable Development Plan 2018-2040 which inspires enhancing human capital and innovations in harmony with the environment. Concept was further elaborated and developed in five-year digital transformation plan "Digital Kyrgyzstan 2019-2023". The Goal of the Project is to help the Government of Kyrgyzstan strengthen the enabling environment and eco-systems that would advance opportunities for youth and especially young women in digital economy, support a better integration into global development community and create sustainable jobs.

The Project seeks to attain the following goals: to enhance the capacity of formal education system and to apply new educational standards for digital skills and deliver the demand-driven curriculum to better prepare youth for digital economy via equipping youth with job-ready and transferrable digital skills, including basic, intermedia, advanced digital entrepreneurial and soft skills, as well as enhance digital competencies of teachers to better integrate digital skills development in education. Under this component the Project will work with the Government of Kyrgyzstan on the formulation of the National Digital Skills Development Strategy and Action Plan.

The Project will pay due consideration to addressing gender inequality in the labor market that will stimulate the economic growth and increase the aggregate income. The Project will be implemented by UNDP-Kyrgyzstan in close collaboration with Government's Office, Ministry of Education, State Committee of Information Technology and Communications, the Ministry of Economy, private sector and academia.

OBJECTIVE

The international consultant on Digital Skills and Opportunities for Youth Employment Towards Digital Economy in the Kyrgyz Republic will focus on preparing the draft of Development Strategy and Qualification Educational Standards with curriculums and Action Plan 2019-2023.

SCOPE OF WORK

Consultant will carry out his work under the direct supervision of the Policy Analyst/ Team Leader of Sustainable Economic Growth Programme and « Digital Skills and Opportunities for Youth Employment Towards Digital Economy in the Kyrgyz Republic » Project Coordinator:

1. Assess the current digital skills Development Strategy and Qualification Educational Standards with curriculums in terms of all international educational standards based on local consultants' assessment report;
2. Consult the Local Consultants on preparing IT digital skills education methodologies based on the best international education systems practices and successful institutions on improving the IT skills education in Ministry of Education;
3. Prepare the Digital Skills Development Strategy, International New Qualification Educational Standards with curriculum and develop materials for the trainings for Kyrgyz State Technical University and Osh Technical University;
4. Develop report on framework concept of IT skills in digital economy, new educational standards for digital skills and methodological base.

FINAL DELIVERABLES

PRODUCTS	DEADLINE	PAYMENT STRUCTURE
Assessment report of the current situation and needs for development of the technical specifications for	During one month upon signing contract	40%

modernization of the equipment, learning management systems and draft the new digitalized education standards in Kyrgyz State Technical University and Osh Technical University based on assessment report of local consultants (IT, Legal, and Educational)		
Draft IT Digital Skills Development Strategy Report for the Ministry of Education developed in cooperation with local consultants (IT, Legal, and Educational), including identified current and future digital skills needs and goals, ideally across sectors.		
<p>Final draft of following deliverable for building fundamental and emerging digital skills to meet growing demand of the digital economy, including digital inclusion standards for disabled and girls:</p> <ul style="list-style-type: none"> • New upgrading International Educational Qualification Standards for the Ministry of Education, Kyrgyz State Technical University and Osh Technical University with local consultants (IT, Legal, and Educational); • modern curriculums for the Ministry of Education, Kyrgyz State Technical University and Osh Technical University with local consultants (IT, Legal, and Educational); • training material on curriculums to conduct a training for Kyrgyz State Technical University and Osh Technical University 	After six months upon signing contract	60%

REPORTING REQUIREMENTS

Accountability:

1. Consultant will submit the final report on results achieved according to the schedule above and approved by Programme and Policy Analyst/Team Leader, Sustainable and Inclusive Economic Growth Pillar and Project Coordinator Digital skills and opportunities for youth employment towards digital economy which will serve as justification for the payments.

QUALIFICATION REQUIREMENTS

1. Master's degree in education / training / pedagogy / social science. PhD is an asset;
2. At least 2 years of professional working experience in developing strategies/ educational standards/ analytical reports;
3. Experience in developing curriculums for educational institutes / universities (developed papers to be reflected in P11/CV. UNDP has a right to request evidence of information provided);
4. Excellent knowledge of English. Knowledge of Russian is an asset.

SCOPE OF PRICE PROPOSAL

Contracts based on lump-sum

- **Lump-sum contract**

Preferred Currency of Offer: United States Dollars (US\$)

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

For local contractors in Kyrgyzstan UNDP shall effect payment in Kyrgyz Som based on the prevailing UN operational rate of exchange on the month of payment. The prevailing UN operational rate of exchange is available for public from the following link:

<http://treasury.un.org/operationalrates/OperationalRates.aspx>

ADDITIONAL REQUIREMENTS FOR RECOMMENDED CONTRACTORS

Statement of Medical Fitness for Work

Individual Consultants/Contractors whose assignments require travel and who are over 65 years of age are required, at their own cost, to undergo a full medical examination including x-rays and obtaining medical clearance from an UN - approved doctor prior to taking up their assignment.

Where there is no UN office nor a UN Medical Doctor present in the location of the Individual Contractor prior to commencing the travel, either for repatriation or duty travel, the Individual Contractor may choose his/her own preferred physician to obtain the required medical clearance.

Inoculations/Vaccinations

Individual Consultants/Contractors are required to have vaccinations/inoculations when travelling to certain countries, as designated by the UN Medical Director. The cost of required vaccinations/inoculations,

when foreseeable, must be included in the financial proposal. Any unforeseeable vaccination/inoculation cost will be reimbursed by UNDP.

TRAVEL REQUIREMENTS

The assignment includes a requirement to travel to Kyrgyzstan per below routs:

#	Destination point	# number of travels	# number of days of travels
1.	Bishkek	1	20

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket and daily allowance exceeding UNDP rates. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

SECURITY CLEARANCE

The Consultant/Contractor will be requested to undertake the BESAFE training. These requirements apply for all Consultants, attracted individually or through the Employer

UNDP INPUT

Security charges are not applicable.