

Re-advertisement

Call for Expression of Interest for Bar-Soap Making Training Service Providers

TOR for the provision of Soap making skills. (Budget Code A.2.3.2)

1 Introduction

ANCHOR is a non-profit non-governmental organization helping communities left behind to better manage violent conflict and to create viable economic opportunities for their youth, women, and girls.

ANCHOR has secured funding from GIZ through Enabel to provide vocational and complementary skills training (ad-on) to 360 refugee and host community youth, women, and girls in Arua and Madi Okollo Districts under the Refugee and Host Community Access and Innovation in Skills for Employment (RAISE) Project.

ANCHOR now intends to apply part of the funds received towards building the capacity of 360 selected vulnerable and disadvantaged refugee and host community youth, women and girls in Arua and Madi Okollo district in soap making.

2 The problem

Vulnerable and disadvantaged persons are faced with health challenges due to poor hygiene attributed to the lack of means to procure items to uphold their hygiene. Poor hygiene has increased morbidity of refugee and host communities and is affecting their ability and commitment to engage in VET and meaningful employment.

3 Objective

The main aim of this call is to identify and facilitate a suitably qualified and experienced service provider to provide Bar Soap Making training to 360 selected vulnerable and disadvantaged refugee and host community youth, women and girls in two project training centres of Ediofe (Arua Town) and Tika (Rhino Camp).

4 Specific objectives include:

- Developing and sharing training manual on bar soap making
- Identifying materials for bar soap making
- Developing evaluation tools for assessing trainee performance and documenting their daily attendance and participation
- Conducting the training and follow-up support

5 Suggested Scope

The soap making training shall cover practical teaching sessions centered on the application of tools that enable the trainees enrolled for vocational skills training to learn basic soap making skills to improve personal hygiene and increase household income.

The training service provider must detail the topics under Soap making that he/she intends to undertake as well as provide the rationale for selecting such sub-topics in the training manual and work plan.

6 Training content

The training topics may include but not be limited to the following:

- Introduction to personal hygiene and soap making
- Procedures of bar soap making

- Materials, measurements, equipment’s and their use
- Bar soap branding and other products
- Pricing of soap and other products
- Group leadership for growth of soap business and others.

7 Approach

It must be considered that the students may typically have low literacy levels and may not comprehend the English language. The training service provider must explain the training approach to be used to deliver the training to the students under an informal setting. Simulations, practical and group work must be employed to impart knowledge to learners.

8 Scheduling and Lesson Planning

Students to be trained are those already undertaking core skills training in Carpentry and Joinery; Eco Brick Making and Concrete Practice; and Bakery and Pastry Making. These students are located at two training centers as follows:

Table 1 Distribution of trainees per center per term

Center	Ediofe, Arua	Tika, Rhino Camp	Total
Total trainees per center	240	120	360

The projected training is scheduled to start on February 1, 2021 and last a maximum of two weeks. Training classes must not exceed 30 students and not last more than 3 days per cohort.

The training manual should provide reasonable soap making skills content that can be delivered within a total of three days per cohort (of 30 trainees).

9 Deliverables

Upon selection, the Soap making service provider shall provide:

During and after Soap making training, the training service provider shall provide:

- Work plan with detailed schedules
- Training manual for use delivered in hard copy.
- Daily evaluation tools for analysis.
- Training report developed and submitted to client.
- Follow-up reports developed and submitted to client.

10 Eligibility

Any for-profit or non-profit entity duly registered to operate in Uganda. Must submit:

- Copy of legal registration certificate and Q mark from UNBS or other equivalent Standards Assurance body.
- Evidence of similar activities undertaken within the last 2 years

11 How to apply

Organizations or consultants wishing to express interest in providing Bar Soap making training services to ANCHOR must submit both a Technical and Financial Proposal before 12:00pm on January 27, 2020 via email to info@anchor-africa.org with the subject line “**Expression of Interest for Soap making training**”.

The Technical Proposal must address all items listed in this call including but not limited to:

- a list of previous similar projects;
- CVs of key personnel to be used for the delivery;
- evidence of legal registration to operate in Uganda;
- proposed approach for the training
- a draft lesson plan listing all subjects to be trained.
- Financial proposals must detail the following in a bills of quantities format that includes item description, unit, quantity, unit cost, and amount:
 - Training materials
 - Training tools and equipment with clear specifications of size and material, and
 - Training fees

Example of Bills of Quantities:

Item	Description	Unit	Quantity	Unit cost (Ugx)	Amount (Ugx)
1.	e.g. 20 liter steel buckets	No.	20	1,000	20,000
2.	e.g. Half-meter wooden ladle	Pc	10	500	5,000
	Total				25,000

ANCHOR is not obligated to award the bid to the lowest bidder or any bidder.

ANCHOR shall not accept any liability for costs incurred during the preparation of bids