



Call for Expert No FSM-2021-10-01

Solidarity Fund PL within the framework of the EU funded „EU4Skills” Programme and in accordance with art.4, point 8 of the law of the Republic of Poland of 29 January 2004 on public procurement invites interested experts to apply for a position/ assignment of:

„Expert on funding and budgeting of VET”

1. Background information

The EU4Skills programme is a multidonor programme funded by the EU and its member states: Germany, Finland, Poland and Estonia. The aim of the programme is to assist the reform of TVET sector in Ukraine. Programme’s activities focus on modernization of the content of education and improvement of its quality as well as on the reform of VET governance.

Solidarity Fund PL (SF PL) is a Programme’s partner organization and its work package under the EU4Skills Programme primarily focuses on strengthening capacities of the regions to manage their VET provision networks and on helping the regions to conduct evidence-based policies in the VET sector. This work package (referred later as “SF PL Work Package”) contains 5 major activities, namely:

- 2.11 – Development of Labour Market Intelligence System
- 1.2. – Development of 7 regional VET action plans
- 1.6. – Development of VET funding mechanism
- 1.7. - Development of VET budgeting mechanisms
- 2.11. – Support to development of career guidance service provision

Most of the abovementioned activities will be implemented in 7 focus regions of Ukraine. However, the models and solutions developed will also be promoted across the whole country.

Expert engagement under this Terms of Reference will be related to activities 1.6. – Development of VET funding mechanism and 1.7. - Development of VET budgeting mechanisms

So far in the framework of the above mentioned activities the following 4 reform proposals have been prepared under the Polish work package:

- 1.The proposal to introduce algorithm based on fixed coefficients (variables) for funding and budgeting of VET expenses - under the regional order procedure and for the funding by local authorities
- 2.The proposal to introduce mechanism of differentiation of costs of training based on different groups of occupations
3. The proposal to expand eligible activities under the national funding schemes and to turn the national programme into an incentive scheme
4. The proposal to reform funding mechanisms of the work-based element of vocational training

Additionally, under the activity 1.7. the work also the regional addressed 2 other topics:

- Improving responsiveness of budgeting process under order procedure to findings on labour market demands for skills
- Improving responsiveness of budgeting procedures to gender equality requirements

Under this ToR the expert will contribute to further development of all above mentioned proposals and recommendations and working out specific implementation mechanisms.

Виконавець:





2. The tasks under planned assignment are as follows:

1. To provide advice and consultations to national stakeholders in developing of methodologies, procedures, approaches, practices related to funding and budgeting of VET system
2. To provide assistance to educational and regional authorities in developing and drafting of VET funding and budgeting documents, procedures and plans, including relevant monitoring, compliance, auditing and performance assessment procedures and mechanisms to be followed under the national programmes

3. Duration of the assignment:

Ca. 15 Oct 2021 – 30 Sep 2022 – up to 60 working days

4. Maximum daily rate and information about price:

- 4.1. The maximum price for the service can be 180 euros per day.
- 4.2. The price should be specified in EURO and rounded to two decimal places. The price should be given in total, assuming 60 contract days as part of the project.
- 4.3. The price should include all costs incurred by the Contracting Authority as part of the service provided by the Contractor (taxes, compulsory social security, health and retirement contributions), as well as the costs of accommodation in Ukraine, food, insurance, local travel (unless travel is ordered separately by Contracting Authority), computer equipment, cellular communication and software (word processor / spreadsheet).
- 4.4. Settlements between the Contracting Authority and the Contractor will be conducted in PLN or UAH depending on the Contractor's place of tax residence and in relation to the current Euro exchange rate of the National Bank of the Contractor's place of tax residence.

5. Minimal requirements

- a) High education (at least bachelor level or equivalent)
- b) At least 10 years of experience in working with development and implementation interventions related to public finance and budgeting systems;
- c) At least 3 years specific experience in reforming public finance and budgeting systems and mechanisms in the education sector;
- d) Previous experience in co-operation with central administration in Ukraine for improving financial planning, budgeting and accounting procedures and mechanisms
- e) Fluency in Ukrainian and Russian (C1), Knowledge of Polish language is an additional asset;

Offers from service providers that do not meet the minimum criteria will be rejected for formal reasons.

6. Place(s) of Assignment

Ukraine, Kyiv

Виконавець:



7. Reporting

The Contractor shall provide to Solidarity Fund PL:

- timesheets
- Invoice (according to template);
- Short monthly report on work progress

8. Criteria for selection of the Applicant (max. 60 points)

a) the degree of compliance with the requirements set out in point 4 of the Request - 0-40 points, the degree will be assessed by the Commission appointed by the President of the Solidarity Fund PL. The number of points will be the average of the members' ratings rounded to one decimal place.

b) price - 20 points

Assessment under the criterion „price” will be based on the following formula:

$$P = P_{min} / P_{of} \times 20 \text{ points}$$

where:

P_{min} - the lowest proposed price

P_{of} – price presented in the examined offer

P – the number of points awarded to the examined offer under the price criterion, rounded to the full number.

9. The application must contain Application FORM (templates attached), signed and scanned in PDF format

10. SUBMISSION

Application must be submitted by 15 October 2021 10.00 Warsaw time to the address:

przetargi@solidarityfund.pl

Information on the outcome of the procedure will be sent to the e-mail address indicated by the applicant and will be published on Solidarity Fund PL web-site (English version) www.solidarityfund.pl Please be advised that by submitting an application you agree to share the content of the application with other applicants who could submit an appropriate request to the SF PL (except for personal data, which will be anonymized).

Please be advised that the administrator of personal data contained in the submitted applications is the Solidarity Fund PL with headquarters in Warsaw, ul. Mysłowicka 4, 01-612 Warsaw. The data will be processed on the basis of art. 6 clause 1 point. c of the law on personal data protection for the purpose related to public procurement procedure. You have the right to access the personal data provided, the right to rectify personal data and the right to request the administrator to limit the processing of personal data, subject to the cases referred to in art. 18 clause 2 of the law. You have the right to lodge a complaint with the President of the Office for Personal Data Protection. Please be advised that Solidarity Fund PL has appointed a personal data protection inspector who can be contacted at: iod@solidarityfund.pl.