

Vocational Pathways to Sustainable Critical Raw Materials in Tanzania

1. Background

The project “*Vocational Pathways to Sustainable Critical Raw Materials in Tanzania*” aims to strengthen Tanzania’s vocational education and training (VET) system to better respond to labour market demand in the critical raw materials (CRM) and mining value chains. The project promotes demand-driven skills development, strengthened cooperation between public and private actors, enhanced employment outcomes for youth and women, and the promotion of decent and environmentally sustainable employment opportunities.

The project is implemented under the TEI OP-VET framework and is subject to programme-level monitoring and reporting requirements.

ASNL Advisory Limited is responsible for internal monitoring of implementation progress, including training enrolment, completion tracking, and coordination with stakeholders. To ensure independent verification of results and compliance with programme standards, ASNL intends to contract an external, independent Monitoring & Evaluation (M&E) Service Provider.

2. Objective of the Assignment

The objective of this assignment is to provide independent and professional M&E services to assess and verify post-training outcomes among project beneficiaries.

The assignment shall ensure:

- Independent verification of employment outcomes.
- Assessment of job quality and working conditions.
- Evaluation of inclusivity dimensions, including gender and youth participation.
- Compliance with TEI OP-VET monitoring requirements and reporting templates.
- Provision of reliable and statistically sound data for bi-annual and final reporting.

The Contractor shall perform the services in a manner that ensures methodological rigor, impartiality, and transparency.

3. Scope of Services

The Contractor shall provide comprehensive external monitoring services covering methodological design, data collection, data quality assurance, analysis, and reporting.

3.1. Methodological Design and Inception Phase

The Contractor shall:

- Review relevant project documentation, including the logical framework, monitoring guidelines, and applicable indicator definitions.
- Develop a project-specific research design aligned with training implementation schedules.
- Prepare an Inception Report within four (4) weeks of contract signing. The Inception Report shall include **Detailed methodological framework, Sampling strategy and sample size calculations, Data collection methods and tools, Data quality assurance mechanisms, Ethical safeguards and data protection measures, Work plan and timeline and Risk assessment and mitigation strategy.**

Implementation of field activities shall commence only upon approval of the Inception Report by the Contracting Authority.

3.2. Sampling Framework

The Contractor shall design and implement a statistically sound and representative sampling approach. Where applicable, stratified sampling techniques shall be applied to ensure adequate representation of key sub-groups, including but not limited to: Women; Youth; Rural and urban participants; Persons with disabilities; Other vulnerable or underrepresented groups.

Sampling procedures shall follow recognized statistical standards and be fully documented to ensure transparency and reproducibility.

3.3. Tracer Studies and Survey Implementation

The Contractor shall conduct tracer studies approximately three (3) to six (6) months following completion of each relevant training cycle.

The tracer studies shall assess:

- Employment status and job placement.
- Type and formality of employment.
- Income levels and working hours.
- Job stability and contractual arrangements.
- Occupational safety and working conditions.
- Alignment of employment with training received, where applicable.

Data collection shall be conducted using digital survey tools (e.g., Kobo Toolbox or equivalent) to ensure standardization and data integrity. The Contractor shall ensure informed consent and confidentiality of respondents and apply gender-sensitive and context-appropriate data collection approaches. Standardized questionnaires provided under the TEI OP-VET framework shall be used as the basis for survey implementation, with contextual adaptations subject to prior agreement.

3.4. Data Quality Assurance and Data Management

The Contractor shall implement comprehensive quality control procedures, including:

- Real-time monitoring of data collection.
- Logical consistency checks.
- Field supervision and spot checks.
- Back-check interviews, where appropriate.
- Systematic data cleaning and validation.
- Prevention of duplicate records.

All datasets shall be anonymized and securely stored. Data management and storage shall comply with applicable Tanzanian data protection legislation and relevant EU data protection principles, including GDPR where applicable.

3.5. Data Analysis and Reporting

The Contractor shall analyse collected data in accordance with applicable indicator definitions and reporting requirements. Analysis shall include:

- Disaggregation by gender, age, geographic location, disability status, and other relevant socio-economic variables.
- Assessment of employment quality and income progression.
- Identification of disparities and trends.
- Interpretation of findings within the broader labour market context.

The Contractor shall provide:

- Bi-annual monitoring reports aligned with February and August reporting cycles.
- Clean and validated datasets with accompanying codebooks.
- A final consolidated M&E report at the end of the contract period, including methodology, findings, lessons learned, and recommendations.

Reporting shall follow the prescribed programme templates and digital M&E tools.

4. Deliverables and Duration

The Contractor shall deliver:

- Inception Report (within four weeks of contract signature).
- Approved survey instruments.
- Clean datasets after each survey wave.
- Bi-annual monitoring reports.
- Final consolidated M&E report.
- Complete data archive and documentation package.

The expected duration of the assignment is 18 months. Activities shall be implemented in phases aligned with training cycles and reporting deadlines.

5. Required Qualifications

The Contractor must demonstrate:

- Minimum five (5) years of institutional experience in monitoring and evaluation, tracer studies, or labour market research.
- Demonstrated experience in TVET, employment, or skills development programmes.
- Experience in Tanzania or East Africa is highly desirable.
- Expertise in quantitative research methodologies, sampling design, and statistical analysis.
- Experience using digital data collection tools and statistical software.

The Contractor shall operate independently from project implementation partners and ensure impartiality in all aspects of data collection, analysis, and reporting.

6. Proposal Submission and Evaluation

Interested bidders shall submit:

- Technical Proposal outlining understanding of the assignment, methodology, sampling approach, work plan, and team composition.
- Financial Proposal including detailed cost breakdown.
- Company profile and references.

Proposals will be evaluated according to the following criteria:

- Technical quality and methodology – 40%
- Relevant institutional experience – 25%
- Qualifications of key experts – 20%
- Financial proposal – 15%

Proposals must be submitted electronically to:

insights@asnl.co.tz

Subject: Tender – External M&E Services – OP-VET Tanzania

Submission Deadline: **18 March 2026**.

Late submissions shall not be considered.

Any clarification requests must be received no later than 13 March 2026, submitted to the same email address above.