



TENDER DOCUMENT

**FOR LOCAL PROJECT MANAGEMENT IN THE DEVELOPPP “CREATE RWANDA”
PROJECT (01/12/2024 - 30/11/2027)**

GRONINGEN, JANUARY 2025

Project: DeveloPPP “CREATE Rwanda” Project

Position: Local Project Manager

Duration: 01/12/2024 - 30/11/2027

Introduction

This tender invites applications for the position of Local Project Manager for the DeveloPPP CREATE in Rwanda (Customizing Resources and Enabling Access to TVET Education in Rwanda) project. The selected individual or organization will play a critical role in implementing the project's objectives, ensuring effective collaboration with stakeholders, and maintaining robust communication between partners. The project aims to enhance educational outcomes through digitized, localized textbooks for the Rwanda TVET ecosystem.

Information about the project

The core of BUKU's business model is an online platform providing access to digital books from internationally renowned publishers to educational institutes in emerging economies.

Rwanda is one of the fastest-growing economies in the world and aims at becoming a middle-income country by 2035. Although the educational system has made strong progress with regards to the number of students that have access to education, access to textbooks and digitalized resources is limited to 1 in 8 students. In addition, teachers' access to training materials and teaching books is extremely limited, even more so outside of the capital city of Kigali. To study, students and teachers need to be physically present at a TVET school, where on average there are less than five textbooks per course in the libraries of schools.

Early 2024, BUKU started a partnership with the Rwanda TVET Board (RTB), the government institution in charge of all public and public-funded TVET schools in Rwanda. This resulted in RTB using Swiss Development Cooperation (SDC) funds to pay for an initial subscription fee for all of its 100.000+ students, thus providing them access to BUKU's online library of more than 170,000 books from international publishers. That was made possible by last years' efforts of the Rwandan government and its development partners to improve availability of computers and internet to most TVET schools in Rwanda. To sustain this access, RTB committed to integrate the BUKU platform subscription costs into their yearly budget.

However, TVET education in Rwanda suffers from another major challenge: RTB has the mandate to develop and publish local content for its students. However, as of 2023 RTB had only been able to publish approximately 7% of all necessary local content for their students and lacked the capacity to create trainers and trainees' manuals to meet the remaining 93% needs. Hence at present Rwanda TVET students have to rely nearly exclusively on foreign educational resources. The need to develop localised content, adapted to Rwanda TVET curricula, was clearly expressed by Hon. Minister Claudette Irere and further conveyed by the General Director of RTB to BUKU and development partners, including GIZ, since 2023.

In the first half of 2024, RTB, with SDC funding (consultation by BUKU) created the first Rwanda specific e-manuals for TVET trainers and trainees and established the possibility to address through a digitalised process the lack of localised training materials. In total 56 trainee and 56 trainer manuals were created across ten trades: Electrical Technology, Electronic and Telecommunication, Fashion Design, Wood Technology, Plumbing Technology, Public Works, Land Surveying, Forestry, Fine and Plastic Arts, and Multimedia

Production. The modules were designed to serve as the foundation for RQF Level 3 training programs, ensuring a robust and scalable framework for skills development.

In view of the success of that pilot, RTB would like to develop more of such e-manuals and wants to capacitate its staff in e-manuals content development.

The project will have three work packages:

1. Refining piloted e-manuals content development procedures and setting-up a systematic process in collaboration with RTB.
2. Developing capacity within RTB to perform the different functions needed in content development procedures.
3. While testing this process, the capacities of RTB staff will be honed through the creation of content for 100 new e-manuals (50 for trainers, 50 for trainees), which will be digitalized by a to-be-selected Software Service Provider.

The “three Rs” of BMZ Feminist Development Policy 2023 will be translated into each work packages as follows:

- Ensuring equal **rights** for women and disadvantaged groups in the designed process
- Ensuring appropriate **representation** of women and disadvantaged groups during capacity development and therefore giving them a voice in content development
- Providing access to the **resources** for visually impaired and/or dyslexic students and teachers through digital features of created e-manuals

The selection of trades for which the 100 e-manuals will be created is planned within the first 6 months of the project and will be done in collaboration with RTB. However, in view of the big needs for localised manuals, it has already been decided to focus on content creation that contributes to the following aspects of Rwanda’s Vision 2050, which particularly align with the principles of a Just Transition:

“The aim is to achieve high quality and standards of living.
(...) This will be achieved through ensuring all walks of society have increased opportunities to contribute to national development, including by growing investments in human capital and ensuring universal access to amenities, safety and security.

(...) growth and development will follow a sustainable path in terms of use and management of natural resources while building resilience to cope with climate change impacts.

Rwandans’ aspiration for high quality of life will be further appreciated through the quality of the environment, both natural and built.

These aspirations will continue to be embedded in Rwanda’s long term Green Growth and Climate Resilient Strategy (GGCRS) whose impact is intended to bring about mindset and developmental transformation in Rwandan society that is necessary to achieve the desired carbon-neutral and climate resilient economy.”

Vision 2050, abridged version, Republic of Rwanda, p.7-8

Key responsibilities

1. Communication and coordination

- Establish and manage internal project communication channels between BUKU, the software service provider, and RTB.

2. Partnership management

- Co-design and document partner roles and responsibilities into a formal partnership agreement (MoU), incorporating recommendations on revised content development processes as outlined in Project Work Package 1.

3. Monitoring and evaluation

- Develop and maintain robust Monitoring and Evaluation (M&E) mechanisms to track the progress and impact of project activities.

4. Stakeholder engagement

- Organize and facilitate the first steering committee meeting to align on objectives and deliverables.
- Engage actively with the Ministry of Education and international development partners, leveraging connections to ensure synergies and explore opportunities for further funding to enhance platform access.
- Convene regular steering committee meetings to provide updates and solicit guidance from key stakeholders.

5. Reporting and compliance

- Prepare and submit progress and financial reports to GIZ, ensuring accuracy and timeliness.
- Support the organization of annual audits of project activities and financials to maintain transparency and compliance.

6. Impact assessment

- Conduct an impact survey targeting various levels of project stakeholders, including process managers, writing teachers, educators, and students, to evaluate the project's influence and gather actionable insights.

Preferred qualifications and experience

- Proven track record in project management and coordination of projects with European SMEs in Rwanda, focussing specifically on education and technology.
- Established connections with the Dutch Embassy in Rwanda, international development partners, the Rwandan Ministry of Education and the Rwandan TVET Board.
- Comprehensive understanding of the organizational structure, decision-making processes, key stakeholders, and operational methods within the Rwanda TVET Board.

- Demonstrated expertise in facilitating multi-stakeholder partnerships and drafting MoUs.
- Experience in Monitoring and Evaluation, financial reporting, and organizing high-level meetings.

Submission details

Interested applicants must submit the following:

1. A detailed proposal outlining their approach to fulfilling the outlined responsibilities.
2. Proof of relevant experience and connections with specified stakeholders
3. Financial proposal, including a breakdown of costs.

Deadline for Submission: 30th of January 2025, 12:00 PM

Contact Information

For inquiries and submission, please contact:

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