



CENTRE FOR CONTINUING EDUCATION KERALA

NOTICE No. CE/C/139/2019 dated 22/02/2019 REQUEST FOR PROPOSALS FOR CONDUCTING 100% CENSUS STUDY OF ASAP GRADUATES

Centre for Continuing Education, Kerala (CCEK), is a Government of Kerala organization functioning under the administrative control of Higher Education Department. The key function of CCEK is to promote employability chances of the youth of the state. CCEK having office at Thiruvananthapuram, Kerala-695 003 is dedicated entirely to the growth and development of technical education, industry, business and social amelioration.

CCEK has been entrusted to conduct a study – a 100% census study of FIVE batch of students (1,21,017 Nos.) trained during the period 2012-13 to 2016-17, by ASAP (Additional Skill Acquisition Programme) a joint venture of both Higher Education and General Education Departments of Government of Kerala. In order to conduct the study, CCEK invites proposals from competent personnel for carrying out the study as per the requirement and submit the report. Government College faculty members are encouraged to conduct the study singly or jointly.

BACKGROUND OF THE STUDY

The Additional Skill Acquisition Programme (ASAP), an initiative of the Government of Kerala and supported by the Asian Development Bank, aims at enhancing employability of youth aged 15-24 years in Kerala by imparting skills training on market relevant trades. Launched in 2012, this programme offers training on foundation skills as well as on domain-specific (vocational) skills to higher secondary and college students. The foundation skills include 180 hours of training on English Communication, and Information and Communication Technology proficiency while domain (vocational) skills comprises of job-specific training modules. ASAP also offers a short term domain (vocational) skill training to final year students (of schools and colleges) who are looking for immediate employment. Over the past six years, the ASAP programme has trained more than 1,63,000 students. With further scale-up planned under ASAP, it is essential to study the effectiveness of ASAP

interventions on its beneficiaries, through an appropriately structured 100% census study. Such a study at this juncture will help to ascertain whether the ASAP interventions was able to achieve its intended objectives and enable transition of its graduates into employment. In this context, ASAP secretariat requested CCEK to carry out a study, by tracing students who have completed their training programme (ASAP graduates) over the past five years of implementing the ASAP.

100% CENSUS STUDY

The study is a research tool that will enable continual tracking of the successful ASAP graduates and recording of the nature and magnitude of the impacts experienced in their lives attributable to the ASAP interventions. The study can progressively capture and report valuable information on what has happened (and happening) to a group of trainee who have participated in the ASAP training programme. In most of the skilling interventions, the implementing agencies have fair understanding of what the trainees' experience during the course of the intervention, and at the time of its conclusion. However, a major challenge is for interventions to produce lasting, long-term results. The ultimate measure of the success of an intervention such as ASAP is to achieve intended/desired changes in the lives of its beneficiaries, progressively during the period of intervention and for a reasonable period beyond the intervention. The study not only provides assessment of labour market outcomes but also captures ASAP graduates' opinion on the training programme and how the programme could be further improved. It can help us understand graduates' opinion on job market relevance of the training programme.

KEY OBJECTIVES OF THE STUDY

The study, seeks to ascertain, for example, if the students/ trainees who participated in the intervention moved on to higher studies or got into employment or self-employment, and/ or moved out of their native district/ state for any specific purpose, and so on. The study will therefore attempt to answer the following broad questions, among others:

1. What is the labour force participation rate, employment rate, and unemployment rate among the ASAP graduates?
2. What is the incidence of wage employment and self-employment among the employed ASAP graduates?

3. Are the present occupation or their further studies of ASAP Graduates related to their skill courses?
4. To what extent the ASAP course has influenced trainee's decision on further education, job selection, self-employment, migrating to other state or country, etc.
5. To what extent the ASAP course has influenced career progression of trainees such as enhanced job options, growth in job etc.
6. How do ASAP graduates consider the relevance, quality and usefulness of the ASAP intervention – foundation component and skill component?
7. Has the ASAP programme helped its graduate to progress in their career and earn premium wage?

The objective of this notice is to solicit proposals from competent personnel for carrying out the study and submit the report. Faculty member /member from the teaching community of Government colleges in the State are encouraged to carry out the study, singly or jointly.

The selected personnel have to function as the key functionary for the co-ordination and conduct of the study and submission of final report as required by ASAP. He will be responsible for all the manpower and technical support requirement of the study. In addition to the study report, the faculty has to submit the data set in SPSS and STATA file format.

Terms and Conditions

1. The proposal should include two parts. The first part (Technical) should include the technical details, methods and manpower (including the details of their qualification) to be used for the study. The second part (Financial) should include the estimated budget to carry out the study and to be mentioned in rate per student basis. The two parts should be submitted in two separate sealed covers marked as Technical proposal and Financial Proposal.
2. The applicant should have previous experience in carrying out similar census studies. Knowledge of tools of research methodology such as in PhD or PDF is desirable. Relevant documents in proof of the experience should be attached in the technical proposal.

3. The faculty members of Government Colleges submitting the proposal, if any, should obtain a NOC from the Department of Higher Education, Government of Kerala.
4. After a preliminary screening of the proposals received before the prescribed time limit, the short listed parties will be invited for a presentation in front of an expert committee constituted for the purpose.
5. The study should be carried out and completed within FOUR months from the date of signing of the contract.

Key Deliverables and timeline

The total time duration for the study is FOUR months. The table below provides key deliverables with timelines.

Sl. No.	Deliverables	Timeline
1.	Submission of Proposal	07 March 2019
2.	Presentation & Finalization of Proposal	11 March 2019
3.	Contract signing	12 March 2019
4.	Kick off meeting	12 March 2019
5.	Finalization of study methodology including plan for tracing ASAP graduates	15 March 2019
6.	Data quality assurance plan	15 March 2019
7.	Draft questionnaire	15 March 2019
8.	Pilot of the draft questionnaire	18 March 2019
9.	Finalization of the draft questionnaire	18 March 2019
10.	Developing soft version of the questionnaire	20 March 2019
11.	Inception Report	22 March 2019
12.	Training of enumerators	23 March 2019
13.	Dry run and field launch for the primary data collection	25 March 2019
14.	Interim report	28 March 2019
15.	Completion of data collection	25 May 2019

16.	Presentation of preliminary findings	10 June 2019
17.	Draft report	20 June 2019
18.	Final report and final clean data set in SPSS and STATA file	11 July 2019

Interested personnel who meet the required criteria may furnish their proposals, duly signed in physical form with all the necessary documents, (Two parts – Technical and Financial parts in separate sealed covers and put together in a sealed cover) to the Director, Centre for Continuing Education Kerala **on or before 5 pm - 07/03/2019** at the following address:

***DIRECTOR
Centre for Continuing Education Kerala
Anathara Lane, Charachira,
Kowdiar P.O., Thiruvananthapuram
Kerala, PIN– 695 003
Phone /Fax: 0471-2311654, 2313065
e-mail: directorccek@gmail.com
Website: www.ccek.org***

Undersigned reserves the right to reject or cancel any or all the proposals without assigning any reason thereof whatever may be.

DIRECTOR