



პროფესიული განათლება  
ეკონომიკის განვითარებისთვის  
INDUSTRY-LED SKILLS AND  
WORKFORCE DEVELOPMENT



# PICG RfP Highlights

## Full Application Development Workshop

**ISWD TAT**  
**December, 2015**

# Objectives of the Presentation

- Highlight PICG RfP Key Aspects Relevant to the Full Application Development
- Provide Summary Feedback on the Q&A file as per questions submitted so far

### **PICG Objectives**

- RfP defines three types of objectives: General, Specific and Cross-Cutting Objectives
- Project proposal objectives have to be in harmony and corresponding to the three layers of objectives
- Main purpose of the PICG is to develop new TVET programs and/or extend/expand existing ones in need of the industry and Georgian labor market needs in the field of STEM, agriculture, tourism
- PICG purpose is not to develop STEM industries, agriculture nor tourism directly as such

### **Concept Paper > Full Application**

- Full Application has to correspond to the Concept Paper proposal – objectives and main deliverables cannot not be radically changed – this may be a ground for rejection
- Activities, outputs (deliverables), budget, methodology and sustainability approaches – detailing, refining, optimizing and rebalancing
- Cost-sharing ratio from the concept paper stage FA stage cannot be altered unless increasing applicants share
- PICG follows a hybrid approach – competitive grant scheme with elements of investment approach, i.e. proactive role of ISWD TAT and MCA-Georgia in assuring highest design and implementation standards – DDC, EMMP, rebalancing of proposals

### **Development of New TVET Programs**

- Detailed justification on the proposed TVET programs – target groups, vocations, employability, relatedness to professional standards, National Qualification Framework, levels, duration of training, size of training group per course, years the training program will be in need and offered, etc.
- New TVET programs and related teaching aides – textbooks, student books, assessment tools, etc.
- New TVET programs – recruitment and training of new teachers is strongly recommendation as well as the company instructors;
- Modularization of TVET design and delivery
- Innovative approach in the extension/expanding of existing programs (just a replication!?)

# Ineligible Activities for Funding – RfP 2.4 section

- General infrastructural rehabilitations and non-training equipment supply
- Activities that the training institution already implements cannot be financed. Only activities that provide a new tangible value-added to the partners' normal activities will be supported.
- Salaries and stipends (salaries for already contracted staff for regular activities)
- Any activities or purchases that would be ineligible under the Compact agreement (See Section 2.7 of Compact - <http://www.mcc.gov/documents/agreements/compact-georgia-ii.pdf>)
- Anything on MCC Environmental prohibition lists

# **Q&A TYPES of QUESTIONS**

- Full Application Documents Submission (type, copies, certification, translation)
- Partnership Arrangements (pre-application agreement, authorization, partners, contractors)
- Cost-eligibility, Cost-sharing, Taxes, VAT and Payment mode (level of detail)
- Budget & CBA – related data – incremental, current and expected TVET cost provision
- Labour market and other data provision/access
- Deliverables/milestones planning – implementation plan and budget
- Procurement of specialised/unique equipment/services

# Q&A TYPES of QUESTIONS

### **Full Application Documents Submission (type, copies, certification, translation)**

- Application Annex IV Checklist – a must with FA submission
- Only application body in 5 copies (narrative, logframe and budgets)
- Translations of the application in Georgian – both versions signed, translation of parts of other documents, proving eligibility
- 2013 & 2014 – in case of not having audited report: income statement, balance sheet and Act of Comparison for the same years
- Annual turnover of ALL members of the partnership/consortium together for each of the years: 2013 and 2014, has to be equal or above requested grant amount
- Notary certification - if the original is not provided (pre-application agreement – wet signatures, ideally notary certified)



# Q&A TYPES of QUESTIONS

### **Partnership Arrangements (pre-application agreement, authorization, partners, contractors)**

- Pre-bid=pre-application partnership agreement
- Pre-application agreement – one document signed by all partners (wet signatures, notary certification if selected for grant award, consider bi-lingual text)
- No change of partners from concept paper to full application submission stage is allowed
- Proof of authorization (lead applicant as TVET provider) has to be provided before contract signing – June 2016
- Founders of any of the partner organizations are not project partners;
- Third party contributors are not partners, not contractors – but documents about the contribution will need to be provided

# Q&A TYPES of QUESTIONS

**Cost-eligibility, Cost-sharing, Taxes, VAT and Payment mode (level of detail)  
Deliverables/milestones planning – implementation plan and budget**

- Grant agreement budget – costs has to be attached to deliverables and milestones;
- Budget breakdown is for cost-reasonableness check and for monitoring purposes
- All taxes applicable to Georgian legal entities should payable and included in deliverables costs and in the breakdown budget respectively
- VAT will payable by grantees for procurement below US \$25,000
- VAT for procurement operations equal or above US \$25,000 carried out by MCA-Georgia has to be budgeted by applicant
- Payment of procurement services, goods, infra carried out by MCA-Georgia will be paid directly by MCA-Georgia to the contractor/supplier
- All costs for services, equipment and infra have to be as itemized and detailed as possible using the Budget annex templates

# Q&A TYPES of QUESTIONS

### **Budget & CBA – related data – incremental, current and expected TVET cost provision**

- Budget – PIU or outsourced deliverables of below or equal and above US \$25,000
- Incremental cost:
- Current TVET program running cost vs proposed TVET program running costs
- Q & A File – Q: 55 & 56 related to this
- CBA relevant data inside the different sections of the application form
- Cost-sharing – all resources in the project are subject to MCC procurement guidelines

# Q&A TYPES of QUESTIONS

### **Labour market and other data provision/access**

- Any project related data has to be secured by the applicants themselves – MCC, MCAG, ISWD/PEM cannot provide information to PICG applicants nor approach government institutions formally on behalf of the applicants for provision of such data
- No personal data is required to be submitted in the application form

# Q&A TYPES of QUESTIONS

### Procurement

- PICG procurement rules and procedures have to be observed and taken into consideration in project planning
- Special/unique services, equipment needs have to be defined with precision and details and strongly justified, if related brand name has to be mentioned it should go with the phrase “or equivalent”
- Partners services and inputs have to be well defined and justified, cost-sharing specified – procurement principles and as relevant and applicable procurement procedures have to be observed and followed

### **Formal requirements**

- Filling in all sections and boxes, typed
- Ticking on checklist of what is submitted
- Signing of declarations in English original and Georgian translation
- Check all checklists and evaluation methodology
- Communication language of the PICG is English – submitting inquiries in English will speed up the process of responding

**Thank You**

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# Methodology and Sustainability

In the case of a consortium the lead applicant should be a TVET provider (EQE). A **notary certified** pre-bid partnership agreement has to be provided at the full application stage in English and Georgian clearly describing:

- the project management and partnership arrangements;
- description of division of roles;
- inputs by the parties;
- main functions and responsibilities vis-à-vis project activities and deliverables;
- partnership representation and representation officer authorization;
- handover of equipment and project assets arrangements before the end of the project.
- partnership management seat of office and project office address and communication contact details;