

## TERMS OF REFERENCE FOR CONSULTANT

### LFMEAB INSPIRED 1B Project Activity Reference: 4.1.1

#### Activity: Deliver Training on Design and Development of leathersgoods & footwear

### BACK GROUND

**Leathergoods and Footwear Manufacturers and Exporters Association of Bangladesh (LFMEAB)** is the official trade association registered under the Ministry of Commerce, Government of Bangladesh of the export oriented leather footwear and leathergoods industry of Bangladesh. With over 100 members, LFMEAB represents the majority of companies in Bangladesh that are engaged in export of leather footwear and goods.

LFMEAB is implementing its **LFMEAB INSPIRED 1B** Project titled "Support for the development of the value added leather products (footwear and leather goods) clusters and value chain" which is a Grant under the INSPIRED SME Competiveness Grant Scheme which is funded by the European Union and the Government of Bangladesh. And accordingly the project is looking for **qualified trainer/firm** to be appointed to conduct **Training on Design and Development of leathersgoods & footwear**.

### OBJECTIVE

**Overall objective** of the project is to support the development of the value added leather products (footwear and leathergoods) clusters and value chain increasing competitiveness of leather products SME clusters in Bangladesh.

Support for the development of value chain of leather products SME clusters will contribute to the overall Bangladeshi leather sector competitiveness. The achievement of the defined overall objective will lead to increase competitiveness of value added leather products sector, increase in sales both in domestic and international market, explore employment opportunity for unemployed young-adult group, enhance skill development of existing people and will open the business opportunity with EU and other countries.

The **specific objective** of this project is to increase the skills and capacity of the SME clusters to manufacture higher quality products with superior value addition.

The project aims to establish two Common Facility Centres (CFCs) at two different MSME clusters in Dhaka city; which will be fully equipped with modern machining facilities for producing world class footwear and leather products along with training facilities. At present the two MSME clusters have neither the modern machineries nor a training facility as to develop skills for the existing and new workforce. These two CFCs are planned as the heart of the project and will two project partners namely Leather Technologist Small and Medium Entrepreneurs (LTSE) Cooperative Society Limited and Bangladesh Paduka Prostutkarak Samity (BPPS).

### PURPOSE OF ASSIGNMENT

As per the project's aim, CFCs with modern machines are planned to cater training facilities for MSME workforce to develop skill to produce quality products. So, a strong, well-equipped trainer staffs of CFC are needed to carry out the aforesaid core project activity.

The **specific purpose** of this assignment is to prepare a group of expert in design and development, pattern making & product development of leathergoods and footwear so that they are able to work on designing their own products and pattern making as well and transfer the know how to MSMEs by CFC training facilities.

Considering the above, LFMEAB, INSPIRED 1B would like to hire a **qualified trainer/firm**, who in this assignment should conduct the followings:

- Develop training modules & materials on design and development, pattern making & product development of leathersgoods and footwear focusing on CAD/CAM.
- Deliver training to the selected candidates

**SCOPE OF WORK**

The assignment will concentrate mostly on conducting all relevant activities related to design and development of leathersgoods and footwear focusing on introductory lessons of CAD/CAM. In order to achieve the objectives, the consultant’s scope of work will be:

- Observing and studying the respective clusters to understand their status regarding design and development of leathersgoods and footwear
- Develop the training manual and teaching aids (including agenda, working methods and procedures, handouts and evaluation forms)
- Develop the list of equipment and materials which is necessary for carrying out training sessions
- Deliver training to the selected candidates design and development of leathersgoods and footwear focusing on primary lessons on CAD/CAM
- Preparing the candidates for advanced level of training on CAD/CAM
- Maintain a very good relationship with the candidates in order to help them overcome the limitations related to design and development of leathersgoods and footwear
- Periodic assessment report of the candidates
- Submit the final report on the assessment of the candidates

**DELIVERABLE & ACTIVITY**

<b>Activity</b>
Preparatory work
<ul style="list-style-type: none"> <li>• Briefing of Project &amp; desired services by LFMEAB INSPIRED 1B Project Director</li> <li>• Understanding and need assessment</li> </ul>
<b>Key Deliverables</b>
Course outline
Training Manual
Training session plan
Teaching aids
Trainings to the selected candidates
Periodic progress report
Final report

**TIME FRAME**

Duration of training will be 2 (two) months including Fridays and Govt. holidays and training will be started on 15<sup>th</sup> October’2014.

## METHODOLOGY

- No. of Participants** : 15-20  
**Working language** : Working language is Bangla & English and Manual must be easy to understandable  
**Training materials** : The Project will ensure printing of all training materials.

## QUALIFICATION AND SKILLS REQUIRED

- Minimum Bachelors degree in leather technology
- Sufficient training experience in leather sector and design and development pattern making & product development of leathergoods and footwear
- Adequate knowledge in CAD/CAM operating system

## BENEFIT

Negotiable

## PAYMENT

Qualified individual/firm will be paid the negotiated amount after successful completion of the assignment.

## CONTRACT PERSON

Qualified individual/firm is requested to submit Expression of Interest with CV on or before 20<sup>th</sup> September' 14

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