



## **Federation of Nepalese Chambers of Commerce and Industry (FNCCI)**

### **TERMS OF REFERENCE (TOR)**

Developing Articles, News, Stories, Audio/Video and relevant write up on youth and entrepreneurship issues for wider dissemination.

<b>Consultants</b>	Three national consultants with writing, media, and education background
<b>Assignment</b>	Producing Articles, News, Stories, Audio/Video, and relevant write-ups on youth and entrepreneurship issues for wider dissemination
<b>Duration</b>	15 Working Days
<b>Working period</b>	March 3 <sup>rd</sup> week – April 1 <sup>st</sup> week 2023

### **1. Background**

The Federation of Nepalese Chambers of Commerce and Industry (FNCCI) is an apex body representing private sector industrialists nationally and internationally. It plays an important role in protecting the rights and interests of industrialists as well as in the development of industry and business. The main objective of the federation is to increase the activity of the private sector and contribute to the social and economic development of the country. The federation currently has 118 districts and municipality chambers, 126 commodities, 1748 associates, and 20 bilateral members. An internal structure of 21 committees and forums and 3 councils look at sectoral and cross-cutting issues.

FNCCI in collaboration with ILO's South Asian Leadership (SALE) Project is implementing different activities to promote youth and entrepreneurship in Nepal. This aims to promote an entrepreneurial ecosystem creating a policy environment and awareness among youth people to consider entrepreneurship as a career option for their future. Promoting entrepreneurship is a long-term process that can be accomplished through a variety of strategies. FNCCI has already conducted coordination meetings on the national coalition on entrepreneurship promotion, developed a policy brief on youth entrepreneurship promotion, developed a SMEs guidebook for integrated information, organized a national conference on youth and entrepreneurship, and

is further planning to conduct sensitizing through media coverage for wider disseminating about youth and entrepreneurship issues in Nepal.

In this connection, FNCCI, in collaboration with the ILO/SALE Project, has planned to hire three consultants with writing, media and education background for producing Articles, News, Stories, Audio/Video and relevant write ups on youth and entrepreneurship issues for wider dissemination. FNCCI is looking for innovative and experienced consultants to develop and disseminate the stories/contents about youth entrepreneurship promotion on television/radio/newspaper.

## **2. Objective**

The objective of this assignment is to create eye-catching stories/episodes about youth entrepreneurship to motivate young men and women.

## **3. Major Tasks**

The major tasks to be performed within 15 days are:

- i. Initial discussion/meeting with the FNCCI team and SALE Project focal person in ILO to learn about and understand current gaps in youth entrepreneurship.
- ii. Review the research related to youth entrepreneurship so that real problems can be identified.
- iii. Discuss legal and policy frameworks for youth entrepreneurship, and also collect relevant information and data.
- iv. Examine existing international best practices, research, and documents on youth entrepreneurship policy measures to determine what applies to the Nepalese context.
- v. Discuss your work plan with the FNCCI team and continue working on it once you have received approval to proceed.
- vi. Develop and submit a draft of the audio/video/paper content to the FNCCI.
- vii. After submitting the draft contents to the FNCCI, they should incorporate any feedback/suggestions from the authorized/responsible person.
- viii. Develop case stories of successful young entrepreneurs representing different sectors as learning materials for other inspiring youths
- ix. Finally, send a final audio/video and paperwork to the FNCCI. If required, make revisions as requested by the FNCCI.
- x. The finished audio/video work should then be broadcast on television, and the paper's contents should be published in the newspaper

## **4. Deliverables**

The following deliverables are to be submitted by the consultant.

- 1) Initial Work plan and Strategies
- 2) Draft of the stories/episodes created
- 3) Final audio/video and paper content after incorporating all the feedback/suggestions from FNCCI
- 4) Evidence of broadcast via Television, Radio, or Newspaper
- 5) Media coverage of news, stories, articles and episodes

## 5. Payment Schedule

Payment will be made in two installments upon submission of the work as per the satisfaction of FNCCI and ILO Nepal.

- **First installment:** 40% of the total consultancy fee after submission of the work plan
- **Final installment:** 60% of the total consultancy fee after presentation and submission of final work.

## 6. Timeline

The entire assignment will be completed in February 2023. The consultant must submit the final work by the First week of April 2023.

SN	Activities	Timeline		Remarks
		Start	End	
1.	Initial discussion/meeting with FNCCI and ILO SALE Project for conceptual clarity.	March 25 <sup>th</sup> 2023	March 27 <sup>nd</sup> 2023	
2.	Review the research and other relevant materials on youth entrepreneurship	March 28 <sup>rd</sup> 2023	March 29 <sup>th</sup> 2023	
3.	Develop and disseminate articles, news, stories, audio/video and relevant write ups on youth and entrepreneurship issues for wider dissemination	March 30 <sup>th</sup> 2023	April 5 <sup>th</sup> 2023	
4.	Submit report and final products to FNCCI for their settlement	April 6 <sup>th</sup> 2023	April 8 <sup>th</sup> 2023	

## **7. Total Payment**

The consultant will be paid a total of NPR 105,000.00 for 15 days of work. 15% tax will be reduced from the amount before payment is made.

## **8. Duration and working days**

It is planned for March 3<sup>rd</sup> week to April 1<sup>st</sup> week 2023, a total of 15 working days. The final submission and deliverables should be completed within the contract period.

## **9. Minimum Qualification and Experiences**

Candidates must have a writing, media, and education background with a minimum of Master's levels education in a similar area. Having previous experience and interest in crafting promotional materials, writing documentation, storytelling, and creating videos or other forms of content are valuable abilities for this task.

Candidates whose promotional/motivational stories have previously been published or broadcasted will be given preference.

## **10. Expression of Interest:**

Interested candidates having all requirements mentioned above are requested to submit their expression of interest within 7 days from the date of publication of notice at the following address: [fncci.hrd@gmail.com](mailto:fncci.hrd@gmail.com)

*The consultant selection process may include a review of their CVs as well as interviews to verify their competencies for this assignment.*