



**LAGOS STATE GOVERNMENT  
MINISTRY OF WEALTH CREATION AND  
EMPLOYMENT  
BLOCK 6, THE SECRETARIAT, ALAUSA, IKEJA**

**INVITATION FOR EXPRESSION OF INTEREST (EOI)  
FOR THE CONSULTANCY FOR EMPLOYABILITY  
TRAINING AND GRADUATE INTERNSHIP PLACEMENT  
PROGRAMME (GIPP)**

**PREAMBLE**

1.1 The Ministry of Wealth Creation and Employment is mandated to promote and sustain entrepreneurship and employment opportunities through effective use of Wealth Creation strategies and resources by collaborating with relevant stakeholders. Towards meeting up with its statutory responsibilities, the Ministry is working at tackling the challenges militating against youth employment and the growth and development of the Micro, Small and Medium Enterprises Sector especially the Informal Sector of the State.

1.2 With the rising rate of unemployment worsened by the Corona Virus (Covid-19) Pandemic, the world is faced with unprecedented despondency arising from the impact of the pandemic on businesses and jobs. Governments around the world are experiencing the worst global unemployment crisis and Lagos State, being a cosmopolitan state, is not left out.

1.3 Being the economic hub of the country, the State experiences huge influx of youth amongst other demographics from other parts of the country, seeking opportunities to improve their livelihoods. The State Government through the Ministry of

Wealth Creation and Employment has designed and implemented quite a number of policies, programmes and initiatives to curb the unemployment problem with laudable results achieved over the years. In the same vein, the State boasts of different types and sizes of businesses across all the sectors of the economy, willing to engage skilled manpower.

1.4 However, a huge gap exists between the demand and supply of skilled manpower to fill vacant roles. From research, it is established that most vacancies within the private sector organizations are in demand for graduates with the right competencies and skills necessary to fit into the world of work which is mostly lacking.

1.5 To this end, the Lagos State Government through the Ministry of Wealth Creation and Employment is desirous for the engagement of a reputable firm/consultancy to train and secure internship/job placements for qualified registered job-seeking graduates by the development of a Graduate Employability Training and Internship Placement Programme.

**OBJECTIVES**

2.1 The objectives of the proposed Employability Training and Graduate Internship Placement Programme are aimed at:

- a) A structured partnership between the Private Sector and Government to assist in controlling the growing situation of graduate unemployment;
- b) Improving youth productivity and graduate employability by equipping them with the essential soft skills and mindset necessary for our graduates' future career journey in both Private and Public Sector Work Environment; and

- c) Exposing trained graduates to the world of work while gaining industry experience during the 6 (six) months internship.

- e) Interns Monthly Performance Appraisal Report/Clearance;

- f) Detailed End - of - Programme Report.

### **SCOPE OF SERVICE**

3.1 The successful firms or consultants are expected to fully deliver:

- a) A roadmap that will reduce youth unemployment rate in Lagos State while increasing youth productivity;
- b) A robust learning experience for registered job-seeking graduates to advance employability skills and personal development;
- c) A framework to link job-seeking graduates registered with the Lagos State Ministry of Wealth Creation and Employment to reputable private sector companies;
- d) Placement of registered graduates for job internship towards enhancing their job experience through practical assignments with the private sector; and
- e) Commitment of at least 50 private sector companies/enterprises for the Graduate Internship Programme.

### **DELIVERABLES EXPECTED**

4.1 The successful consultant/firm is expected to deliver in soft and hard copies the under listed:

- a) Programme Delivery Method;
- b) Detailed Curriculum, Employability Skills Training Modules and Materials;
- c) Assessment Reports;
- d) Monitoring & Evaluation Portal;

### **PRE-QUALIFICATION CONDITIONS**

5.1 For pre-qualification, the Ministry will consider Consultants/firms duly registered to practice in Nigeria and with proven capabilities for such assignment.

5.2 To apply, Consultants/Firm must show evidence of considerable experience and track records of good performance on two (2) similar projects carried out within the past five years with evidence of Letters of Award and Certificates of Job Completion.

5.3 The Consulting Firm will be required to have specialists along the field of Organizational Behaviour, Industrial Relations and Personnel Management professionals who are members of the Chartered Institute of Personnel Management (CIPM);

5.4 The Lead Consultant should possess a minimum of ten (10) years' work experience and a Masters degree in related field;

5.5 In addition, the Consultants/Firm is to submit and fulfill the following documents and conditions respectively:

- a) A covering letter summarizing the contents of the pre-qualification documents;
- b) Certificate of Incorporation of Company/Firm's registration from Corporate Affairs Commission;
- c) Evidence of current Registration with the Lagos State Public Procurement Agency;
- d) Detailed profile/Curriculum Vitae of key consultants of the firms/consortia attached to

this project highlighting their areas of specialization;

- e) The last three years audited Financial Statements and latest Management Accounts (2017, 2018 and 2019);
- f) The firms' general structure and organizations' duties;
- g) Evidence of preparation of similar jobs on the scale of the advertised task within the past five (5) years; and
- h) Detailed methodology as well as work plan to be used in line with objectives and Scope of Service of the project.

5.6 Based on the EOIs received, the Ministry will shortlist eligible Consultants/Firms. Request for proposals will be issued to selected firms who will be required to submit detailed technical and financial proposals which will be scored against pre-determined evaluation criteria. The consultant/firm with the combined scores of 80% and above rating (70% technical and 30% financial) will be invited for negotiation.

#### **SUBMISSION OF EXPRESSION OF INTEREST**

6.1 Expressions of Interest (EOI) must be submitted in English with one (1) original copy and two (2) other copies to be delivered to the address below in a sealed envelope clearly marked:

**EOI: "GRADUATE INTERNSHIP PLACEMENT PROGRAMME (GIPP)"**

**The Permanent Secretary,  
Ministry of Wealth Creation & Employment,  
Block 6, 2<sup>nd</sup> Floor,  
The Secretariat, Alausa, Lagos.**

6.2 The submission should be delivered to the above address not later than one (1) week from the date of this publication i.e. **Monday 13<sup>th</sup> July 2020.**

6.3 It should be noted that this EOI does not constitute a commitment on the part of the State and/or the Ministry of Wealth Creation and Employment to award the project to any consultant expressing interest.

6.4 Furthermore, submission of documents shall not entitle any of the interested parties to any claim against the State and/or the Ministry of Wealth Creation and Employment by virtue of such party having responded to the EOI.

6.5 All costs incurred by respondents as a result of this EOI and any subsequent request for information shall be for the respondent's account only.

**Signed**  
**B. A. Dapo-Thomas (Mrs.)**  
**Permanent Secretary**  
**Lagos State Ministry of Wealth Creation and**  
**Employment**