

**Alternative Energy Promotion Centre (AEPC)
Renewable Energy for Rural Livelihood (RERL)**

REQUEST FOR PROPOSAL FOR CONSULTING SERVICES

Title of Consulting Services

**Orientation, Demonstration and Demand Assessment of Electric
Cooking at Selected MHPs of Bajura District**

Project Name : Renewable Energy for Rural Livelihood (RERL)
Office Name : Alternative Energy Promotion Centre (AEPC)
Office Address : Chakupat , Lalitpur, Nepal
Financing Agency : RERL

Date of RFP Issue: 12 September 2022

Deadline for Submission of RFP: 20 September 2022

Date.....

Dear Sir/Madam

Subject: Orientation, Demonstration and Demand Assessment of Electric Cooking at Selected MHPs of Bajura District”

Please study the evaluation criteria and provide the relevant information to enable you to submit a proposal, attached are:

- i. Instruction to Offeror..... Annex I
- ii. General Terms and Conditions of the Contract Annex II
- iii. Proposal Submission FormAnnex III
- iv. Financial Proposal Submission FormAnnex IV
- v. Terms of Reference (TOR).....Annex V

Your offer comprising of both a technical proposal and a financial proposal, in a separate sealed envelope, should reach the following address no later than 20 September 2022 in office hour.

The National Programme Manager
Renewable Energy for Rural Livelihood (RERL)
Chakupat, Lalitpur, Nepal
Phone: 01-5261726
Website:
<http://www.aepc.gov.np/rerl/>
Email: rerl@aepc.gov.np

If you required additional information, we are ready to provide information, but any delay in providing such information will not be considered a reason for extending the submission date of your proposal.

Yours sincerely,

Mr. Satish Gautam
National Programme Manager (NPM)

Annex I: Instruction to Offeror

A. Introduction

1. General

The purpose of this RFP is to invite technical and financial proposals from the potential consulting firms who have skill, knowledge and expertise for "**Orientation, Demonstration and Demand Assessment of Electric Cooking at Selected MHPs of Bajura District**"

2. Cost of Proposal

The offeror shall bear all costs incurred during submitting the proposal. The offeror shall bear all costs associated with the preparation and submission of the proposal. RERL will in no case be responsible or liable for those costs, regardless, of the conduct or outcome of the evaluation of this proposal.

B. Solicitation Documents

3. Contents of solicitation documents

Proposals must offer services for total requirement. The Offeror is expected to examine all corresponding instructions; forms, terms and specifications contained in the solicitation Documents. Failure to comply with these documents will be at the offeror's risk and may affect the evaluation of the Proposal.

4. Clarification of solicitation documents

The offerors requiring any clarification of the Solicitation Documents can forward their queries in the following email address

Email: subas.kunwar@aepec.gov.np

5. Amendment of solicitation documents

At any time prior to the deadline for submission of proposals, the RERL may, for any reason, whether at its own initiative or in response to a clarification requested by a shortlisted Offeror, modify the Solicitation Documents by amendment.

All offerors that have received the Solicitation Documents will be notified in writing of all amendments to the Solicitation Documents. In order to afford prospective Offerors reasonable time in which to take the amendments into account in preparing their offers, RERL will notify in time.

C. Preparation of Proposals

6. Applying for providing services

The Offerors need to read the RFP including the Tor and prepare proposal accordingly. The proposal must address all the requirements of the proposal including required documents.

7. Language of the proposal

The proposal prepared by the Offeror and all correspondence and documents relating to the proposal exchanged by the Offeror and the RERL shall be written in the English language.

8. Documents comprising the proposal

The proposal shall comprise the following **mandatory documents**:

- a. Proposal submission form
- b. Organizational Profile/Brochure—describing the nature of business, field of experience, licenses, certification and accreditations
- c. Valid registration and renewal certificate
- d. VAT certificate
- e. Tax Clearance Certificate of 2077/78
- f. Track records of Human resource- with list of similar services relevant to objective and scope of works included in this RFP.
- g. CVs of proposed human resources signed by concern individual
- h. The proposal must provide clear methodology to meet the activities proposed for completing this task

9. Proposal form

The Offeror shall structure the operational and technical part of its proposal as follows:

A. Institutional capacity

The Offeror will describe its institutional capacity in brief including year of incorporation, facility and equipment, organizational structure, human resources, completed major study in similar field and financial position.

B. In case of Joint Venture, Consortium or Association

If the Proposer is a group of legal entities that will form or have formed a joint venture, consortium or association at the time of the submission of the Proposal, they shall confirm in their Proposal that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the joint venture jointly and severally, and this shall be duly evidenced by a duly notarized Agreement among the legal entities, which shall be submitted along with the Proposal; and (ii) if they are awarded the contract, the contract shall be entered into, by and between RERL and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture.

After the Proposal has been submitted to RERL, the lead entity identified to represent the joint venture shall not be altered without the prior written consent of RERL. Furthermore, neither the lead entity nor the member entities of the joint venture can:

- a) Submit another proposal, either in its own capacity; nor
 - b) As a lead entity or a member entity for another joint venture submitting another Proposal.
- The description of the organization of the joint venture/consortium/association must clearly define the expected role of each of the entity in the joint venture in delivering the requirements of the RFP, both in the Proposal and the Joint Venture Agreement. All entities that comprise the joint venture shall be subject to the eligibility and qualification assessment by RERL.
 - Where a joint venture is presenting its track record and experience in a

similar undertaking as those required in the RFP, it should present such information in the following manner:

- a) Those that were undertaken together by the joint venture; and
 - b) Those that were undertaken by the individual entities of the joint venture expected to be involved in the performance of the services defined in the RFP.
- Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the joint venture or those of its members but should only be claimed by the individual experts themselves in their presentation of their individual credentials.
 - If a joint venture's Proposal is determined by RERL as the most responsive Proposal that offers the best value for money, RERL shall award the contract to the joint venture, in the name of its designated lead entity. The lead entity shall sign the contract for and on behalf of all other member entities.

They can be described in following headings:

i. Management plan

This section should provide corporate orientation to include the year and state/country of incorporation and brief description of the Offeror's present activities related to program/project evaluation sector. It should focus on services related to the proposal.

This section should also describe the organization unit(s) that will become responsible for the contract, and the general management approach towards a project of this kind. The Offeror should comment on its experience conducting similar programs and identify the person(s) representing the Offeror in any future dealing with the RERL.

ii. Resource plan

This should fully explain the Offeror's resources in terms of personnel and facilities necessary for the performance of this requirement. It should describe the Offeror's current capabilities/facilities and any plans for their expansion.

i. Proposed methodology

This section should demonstrate the Offeror's responsiveness to the specification by identifying the specific components proposed, addressing the requirements, as specified, point by point, providing a detailed description of the essential performance characteristics proposed warranty; and demonstrating how the proposed methodology meets or exceeds the specifications. **This section should explain clearly how the required information as mentioned in the scope of work in the attached Tor will be collected and analyzed.**

Pricing information shall be separated and only contained in the appropriate Price Schedules.

It is mandatory that the Offeror's Proposal numbering system corresponds with the numbering system used in the body of this RFP. All the references to descriptive material and brochures should be included in the appropriate response paragraph, though material/documents themselves may be provided as annexes to the Proposal/response.

Information which the Offeror considers proprietary, if any, should be clearly marked

"proprietary" next to the relevant part of the text and it will then be treated as such accordingly.

ii. Summary Sheet

The Offeror is required to prepare a summary sheet (Table 1) with information related to design of mini/small hydropower projects.

Table 1 Summary sheet

	Name of the program/project	Contract agency	Duration	Amount of contract

iii. Qualification of the Service Provider

As per attached Tor

iv. Human Resource Requirement

As per the attached ToR

10. Proposal prices

The Offeror shall indicate on an appropriate Price Schedules, the price of a service it proposes to supply under the contract. The VAT should be included in the offer, if applicable. The tax will be deducted at source as per prevailing tax rule of the government.

11. Proposal currencies

All prices shall be quoted in the Nepalese Rupees (NPR)

12. Period of validity of proposals

Proposals shall remain valid for One Hundred And twenty (120) days after the date of the Proposal submission prescribed by the RERL, pursuant to the deadline clause. A Proposal valid for a shorter period may be rejected by RERL on the grounds that it is non-responsive.

In exceptional circumstances, the RERL may solicit the Offeror's consent to an extension of the period of validity. The request and the responses there to shall be made in writing. An Offeror granting the request will not be required or permitted to modify its proposal.

13. Format and signing of Proposals

The Offeror shall prepare the Proposal. The Proposal shall be in typed or written in indelible ink and shall be signed by the Offeror or a person or persons duly authorized to bind the

Offeror to the contract. The latter authorization shall be indicated by written power-of-attorney accompanying the proposal.

The Proposal shall contain no interlineation, erasures, or overwriting except, as necessary to correct errors made by the Offeror, in which case such corrections shall be initialed by the person or persons signing the proposal.

14. Estimated Completion Date

The desired delivery date for completion of this task is two months from signing of contract.

15. Terms of Payment

The RERL shall make payments to the Contractor/Offeror after acceptance by the RERL of the invoices submitted by the Contractor/Offeror.

The payment to the consultant will be made in three installments, based on milestones, as follows:

First installment	20% upon approval of the inception report
Second installment	40% upon completion of field level activities
Third installment	40% after approval of the final report

D. Submission of Proposals

16. Sealing and marking of Proposals

The Offeror shall seal (lahachhap) the proposal in one outer and two inner envelopes, as detailed below.

- (i) The outer envelope shall be
Addressed to:
The National Project Manager
Renewable Energy for Rural
Livelihood (RERL)
Chakupat, Lalitpur, Nepal
Phone: 01 5261726
Website:
<http://www.aepc.gov.np/rerl/>
Email:
rerl@aepc.gov.np

And,
Marked with:

Orientation, Demonstration and Demand Assessment of Electric Cooking at Selected MHPs of Bajura District”

- (ii) Both inner envelopes shall indicate the name and address of the Offeror. The first inner envelope shall contain the information specified in clause 8 (Proposal Form) above. The second inner envelope shall include the price schedule and price schedule of individual Offeror duly

identified as such.

NOTE, if the inner envelopes are not sealed and marked as per the instructions in this clause, the RERL will not assume responsibility for the Proposal's misplacement or premature opening.

17. Deadline for the submission of Proposals

Proposals must be received by the RERL at the address specified under clause *Sealing and Marking of Proposals* no later than **17:00 hrs., 20 September 2022**.

RERL may, at its own discretion extend this deadline for the submission of Proposals by amending the solicitation documents in accordance with clause *Amendments of Solicitation Documents*, in which case all right and obligations of the RERL and Offerors previously subject to the deadline will thereafter be subject to the deadline as extended.

18. Late Proposals

Any Proposals received by RERL after the deadline for the submission of Proposals, pursuant to clause *Deadline for the submission of Proposals*, will be rejected.

19. Modification and withdrawal of the Proposals

The Offeror may withdraw its proposal after the Proposal's submission, provided that written notice of the withdrawal is received by the RERL prior to the deadline prescribed for the submission of the Proposals.

The Offeror's withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of the Clause Deadline for Submission of Proposals. The withdrawal notice may also be sent by telex or fax but followed by a signed confirmation copy.

No proposal may be modified subsequent to the deadline for the submission of the Proposals.

No Proposal may be withdrawn in the interval between the deadline for submission of proposals and the expiration of the period of the Proposal validity specified by the Offeror on the Proposals Submission Form.

E. Opening and evaluation of the Proposals

20. Opening of proposals

The RERL will open the Proposals in the presence of RERL officers at RERL office.

21. Clarification of the proposals

To assist in the evaluation and comparison of Proposals, the Purchaser may at its discretion, ask the Offeror for clarification of its Proposal. The request for clarification and the response shall be written form and no change in price or substance of the Proposals shall be sought, offered or permitted.

22. Preliminary examination

The Procurer will examine the Proposals to determine whether they are complete, whether

any computational errors have been made, whether the documents have been properly signed, and whether the Proposals are generally in order.

Arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price errors, its proposal will be rejected. If there is a discrepancy between the words and figures the amount in words will prevail. Prior to the detailed evaluation, the Procurer will determine the substantial responsiveness of each Proposal to the request for Proposals (RFP). For the purposes of these clauses, a substantially responsive Proposal is one which confirms to all the terms and conditions of RFP without material deviations. The producer's determination of a proposal's responsiveness is based on the contents of the proposal itself without recourse to extrinsic evidence.

23. Evaluation and comparison

Method of Selection: Quality Cost Based Selection

The following will be the marking of the technical and financial proposals.

Technical Proposal	80%
Financial Proposal	20%

A. Technical Evaluation

A score of 80 marks is considered as total mark for the Technical Proposal. The basis for the evaluation of the technical proposals will be as mentioned below.

1. Relevant experience of firm	15
1.1 General Experience of firm	5
1.2 Experience of firms particularly on proposed task.....	10
2. Approach and Methodology to carry out the proposed tasks	30
2.1 Approach/Methodology to carry out the task	15
2.2 Innovative approaches for the task	10
2.3 Manning and work schedule	5
3. Composition of team proposed for the task	35
3.1 Qualification of the personnel	10
3.2 Conduct at least 2 similar study.....	15
3.3 Experiences of the personnel in Promotion of e-cooking	10
Total marks	80

B. Financial Evaluation

Only those firms who have secured at least 70% marks in the technical evaluation will be considered for evaluation of their financial proposal.

C. Selection

The technical and financial marks are added and the firm obtaining highest combined score would be awarded the contract.

Total Combined Score= Technical Score + Financial Score = Max 80 + Max 20

B. Award of contract

24. Award criteria, award of contract

The RERL reserves the right to accept the proposal or reject all proposals at any time prior to award of the contract, without thereby any liability to the affected Offeror or any obligation to inform the affected Offeror or Offerors of the grounds for the Purchaser's action prior to the expiration of the period of proposal validity, the RERL will award the contract to the qualified Offeror whose proposal after being evaluated is considered to be the most responsive to the needs of the organization and activity concerned.

25. Purchaser's right to vary requirements

The purchaser reserves the right at the time of award of the contract to vary the quantity of services and goods specified in the RFP without any change in price or other terms and conditions.

26. Signing of the conditions

After the evaluation of the proposals, **a selected Offeror will be asked to enter into contract.** Within 15 days of the receipt of the contract, the successful Offeror shall sign and date the contract and return it to the purchaser.

Annex II: General Terms and Conditions of the Contract

1. Independent Relationship

Nothing contained in the contract shall be construed as establishing or creating between Government and the Organization the relationship of a master and a servant or principal and agent, it being understood that the Organization is an independent person vis-à-vis Government.

2. Organization /Expert/Consultant's General Responsibilities

- The organization shall carry out services under this contract with due diligence and efficiency and in conformity with the highest standards of professionals and ethical competence and integrity.
- The Organization shall act at all times so as to protect, and not be in conflict with the interests of Government.
- The organization shall be responsible for the professional and technical services provided by him/her in the implementation of this contract.

3. Workmen's compensation and other insurance

The organization shall make his/her own arrangements regarding insurance for the medical expenses and for an accident, death and permanent disability for the period of this contract. All costs involved will be borne by the Organization.

4. Source of Instruction

The organization shall neither seek nor accept instructions from any authority other than RERL's authorized agent in connection with the performance of services under this contract.

5. Prohibition on conflicting activities

The Organization shall ensure that he/she will not directly/indirectly engage in any activity that would conflict with those of RERL in respect of this evaluation.

6. Officials no to benefit

The Organization warrants that no RERL has been or will be admitted by him/her to any direct/indirect benefit arising from this contract or award thereof.

7. Assignment

The Organization shall not assign, transfer, pledge or make other disposition of this contract or any other parts thereof rights, claims or obligations under this contract, without prior written approval of RERL.

8. Records, Accounts, Information and Audit

- The organization shall maintain accurate and systematic records and accounts in respect of the services to be performed under this contract.
- The Organization shall furnish, compile or make available at all times to RERL any records or information, oral or written, which RERL may reasonably request for in respect of the services to be performed under this contract.
- The Organization shall allow RERL or its authorized agents to inspect and audit all such records or information upon reasonable notice.

9. Language

Unless otherwise specified in this contract, English language shall be used by the

Organization in all written communications to RERL with respect to the services rendered and with respect to all documents procured or prepared pertaining to such services.

10. Equipment of property

Equipment or property furnished to the organization with funds supplied or reimbursed by the RERL or its agent shall be the property of the RERL and such equipment shall be returned to the duly authorized official of RERL upon completion of the services, conclusion of this contract or upon completion of the services, conclusion of this contract or upon termination thereof or when no longer required by the Organization. Such equipment or property when returned to RERL shall be in the same conditions as when delivered to the Organization, subject to the normal wear and tear. The organization shall in any event, be liable to RERL for the loss of or damage to such equipment or property through his/her fault or negligence.

11. Confidential Nature of Documents

All maps, drawings, photographs, mosaics and plans.

12. Amendments

The terms and conditions of this contract may be amended only in writing signed by both parties to this contract or their duly authorized representatives.

13. Obligation to Inform RERL of change in condition

The organization shall promptly and fully notify RERL in writing of any conditions, which interferes, or threatens to interfere, with successful carrying out of the services under this contract. Such notice shall not however relieve the Organization of his/her obligations to continue to provide services under this contract. Upon receipt of such notice, RERL shall take such action as in its sole discretion it considers to be appropriate or necessary under the circumstances.

14. Taxation

The Organization shall be liable for any tax levied on the remuneration and allowances paid as per this contract. Income tax on the remuneration and allowances paid to the organization will be deducted at source. Annex III

**Annex III:
Proposal Submission Form (Company Letter Head)**

The National Programme Manager
Renewable Energy for Rural
Livelihood (RERL)
Chakupat, Lalitpur, Nepal
Phone: 01-5261726
Website:
<http://www.aepc.gov.np/rerl/>
Email: rerl@aepc.gov.np

Dear Sir,

Having examined the Solicitation Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide services to conduct Orientation, Demonstration and Demand Assessment of Electric Cooking at Selected MHPs in Bajura District for the sum as may be ascertained in accordance with the Price Schedule attached herewith and made part of this proposal.

We undertake, if our proposal is accepted, commence and complete delivery of all services specified in the contract within the time frame stipulated.

We agree to abide by this Proposal for a period of 120 days from the date fixed for opening of Proposals in the invitation for proposal, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We understand that you are not bound to accept any proposal –whole or part –you may receive.

Dated this day/Month of year

Signature

Name

Position

Stamp

Duly authorized to sign Proposal for and on behalf of

Annex IV
Financial Proposal Submission Form
PRICE SCHEDULE

The Consulting Firm/Contractor is asked to prepare the Price Schedule along with the cost breakdown (as provided in this annex IV below) in separate envelop. All prices/rates quoted must be inclusive of all taxes. The Price Schedule must provide a detailed cost breakdown. Provide separate figure for each functional grouping or category. The format shown on the following pages should be used in preparing the Price Schedule. The format includes specific expenditures, which may or may not be required or applicable but are indicated to serve as the examples. Therefore, it should be considered as broad guidelines for Price Schedule (s).

Cost Breakdown by Cost Component

Financial Proposal of

Orientation, Demonstration and Demand Assessment of Electric Cooking at Selected MHPs of Bajura District.

A. Detail of Fee

S N	Remuneration for Resource Persons	Unit	Person days/Nos	Unit Rate (NPR)	Total Amount (NPR)
A	Human Resource Cost				
1	Team Leader	Days	12		
2	Women Facilitator	Days	12		
3	Local Team Assistant	Days	30		
4	Local Women Facilitator	Days	30		
	Sub-Total (A) (NPR)				
B	Report Preparation				
5	Preparation of Report	LS	1		
	Sub-Total (B) (NPR)				
Total (A+B) (NPR)					
Office Overhead (.....%)					
Total Vatable Amount (NPR)					
B. VAT (13%)					
Grand Total (NPR)					

*

Total in words

Note:

- 1) Transportation cost shall be borne by AEPC/RERL on 'as per actual Basis' after approval of submitted air/bus tickets, bills, and necessary supporting documents or as agreed between AEPC/RERL and the Consultant.

Annex V: Terms of Reference (ToR)
Orientation, Demonstration and Demand Assessment of Electric Cooking at Selected
MHPs of Bajura District.

1. Introduction

The UNDP/RERL is implemented by the Alternative Energy Promotion Centre (AEPC) under the Ministry of Energy, Water Resources and Irrigation (MoEWRI) following the National Implementation Modality (NIM) Guidelines, as agreed between the Government of Nepal (GoN) and United Nations Development Programme (UNDP).

Recently, UNDP has mobilized resources from the Government of Japan under the Japan Supplementary Budget for implementation of **Japan-UNDP Support for Transition Effort to Decarbonization (JUSTED)** project with the objective of leveraging Nationally Determined Contributions (NDCs) to achieve net-zero emissions and climate-resilient development in response to climate emergency.

2. Background

Recent national data also show that about 70% of the households still depend on traditional biomass energy for cooking, a task which women is traditionally responsible for. Although Nepal is on course of meeting Sustainable Development Goal and Sustainable Energy for All commitments on electricity access for lighting, the country is facing huge challenges in providing cleaner cooking solutions to its people. Electric cooking in both urban and rural areas in Nepal is an especially big challenge as there are limits to power access and the cost of electricity is relatively expensive compared to cooking gas.

With projection of increased electricity generation over the next few years, Nepal Electricity Authority has been trying to promote electricity-based cooking in its catchment areas mostly in urban and peri-urban areas. However, such initiatives have not been very successful primarily due to the perceived high initial cost of fuel switching and also unreliable grid supply. Imported LPG is still the preferred option as the primary cooking fuel in urban and peri-urban areas. On the other hand, readily available firewood is the primary cooking fuel in majority of the vast rural areas of the country where many of AEPC-supported renewable energy technologies such as micro hydro, solar PV, biogas and improved cook stoves are installed for meeting lighting and cooking needs.

RERL conducted feasibility study and piloted electricity-based cooking in off-grid micro hydropower plants for the dual purpose of reducing the burden on dwindling forest resources and increasing the utilization of the power plant thereby improving the revenue of the plant and in turn, aiding sustainability of the off-grid plant.

In JUSTED project, promoting electricity-based cooking as a clean and reliable source of cooking has been included as activity 2.3 under Micro- Hydro Component. Project has targeted to promote electric cooking appliance in around 1500 HH at Bajura and Jumla District.

RERL has selected 7 MHPs in Bajura District, please refer in Annex-1, for promoting electric cooking appliances like induction-based cooking stoves, electric pressure cooker (EPC), electric kettle etc. that helps to increase plant factor of the project, operational sustainability of project, and might replace consumption of firewood and LPG at rural area. Technical parameter like surplus power, transformer loading condition, voltage drop etc. is mandatory to determine number of potential electric cooking appliances users.

Through this TOR, AEPC/RERL intends to hire a consulting firm (hereinafter referred to as 'Consultant') to conduct demonstration, orientation, and demand assessment on electric cooking at selected MHPs of Bajura district.

3. Rationale

Power utilization and revenue generation: The promotion of electricity-based cooking not only improves the lives of women on the demand side but also greatly contributes on the supply side by improving the utilization of power and revenue generation thereby aiding operational sustainability. The mini/micro hydro projects predominantly depend on domestic consumption for its revenue. With rural areas more inclined towards lighting load only, this has severely impacted on the financial and operational sustainability with lower consumption compared to the design thereby hampering cash flow into the projects. The increase in commercial load through the promotion of productive energy use in addition to the increased consumption at domestic level significantly impacts on the revenue generation of the project.

Gender and Social Inclusion: RERL accords high priority for drudgery reduction of women as part of mainstreaming gender equality and social inclusion into the project. As women are traditionally responsible for household cooking in the Nepali context, the project interventions in domestic cooking can actually positively impact the lives and well-being of women and can definitely contribute towards engaging women to more non-traditional gender roles. The project intends to provide cleaner and efficient cooking solutions mostly in off-grid areas shifting away from the traditional firewood-based cooking to alternatives, more specifically electricity-based cooking so as to reduce not only the time taken for cooking and but also reduce the health implications of using inefficient and dirty fuels for cooking.

4. Objective

The main objective of the assignment is to conduct **Orientation, Demonstration and Demand Assessment on Electric Cooking at Selected MHPs of Bajura District**. The specific objectives of the assignment are:

- Improve access to electric cooking technologies in the local community.
- Assess behavior change and analyze opportunities and challenges for large scale roll out of electric cooking technologies in each MHP.

5. Scope of Work

The overall scope of this assignment is to provide services to AEPC/RERL to promote electric cook stove and other appliances at selected MHPs of Bajura District. The scope of this assignment includes, but not limited to, the following:

- a. Coordinate and work closely with Municipality/ Rural Municipality, local community and our site staffs.
- b. Develop questionnaires, formats and other necessary documents.
- c. Demonstrate electric cooking technologies in seven selected MHPs and major market centers.
- d. Demand assessment based on surplus power, transformer loading, voltage drop etc. in each selected MHPs.
- e. To shortlist probable women technology promoter from mass orientation program.

- f. Explore and identify service providers for supply and maintenance of appliances in the local market and develop linkages and supply chain with the customer.
- g. Team leader and Women Facilitator will be responsible for completion of at least ten Orientations/Demonstrations and Demand Assessments of E-cooking. Then, RERL Local Team Leader, Local Team Assistants and Local Women Facilitator will complete the assignment in remaining sites.
- h. Prepare final report including demand assessments with inputs from all 40 sites

6. Deliverables

- Submission of the inception report after detail planning and discussion with AEPC/RERL
- Submission of interim report on demonstration and application of electric cooking stove including other domestic electrical appliances (induction pressure cooker, kettle etc.)
- Submission of the final report with recommendation on clear strategy and intervention process with detail procedures along with lesson learned

7. Duties and Taxes

The consultant shall pay all tariffs, duties, other taxes, or charges levied by the GoN at any stage during the execution of the work.

8. Expertise and Requirement of the Consultant

The Consultant shall compulsorily demonstrate expertise in conducting the assignment. The key requirements of the Consultant shall include, but not limited to, the following:

- The Consultant shall conform to the eligibility criteria of the firm.
- The Consultant must have working experience in the area related to the proposed intervention in electric safety.
- The Consultant must have experience in implementing similar type of projects and working experience with international development partners
- The Consultant must demonstrate capacity to work with Nepal's community based micro hydro projects for technology demonstration and capacity building at the local level.

Team Leader

The team leader is responsible for ensuring electrical safety while orientation of electric cooking appliance. S/he should have conducted at least one assessment in similar activities. S/he must possess a strong working knowledge and understanding of electrical parameter like load analysis, rules and regulation of safety training. S/he should be responsible to train RERL Staff and local team assistance to demonstrate electric cooking in each load centers. S/he should guide for demand assessment on each project. S/he should have at least five years' experience on rural electrification and Bachelors' degree in engineering.

Women Facilitator:

She is responsible for conducting report on women daily routine after using electric cooking

appliance. She must possess a strong working knowledge and understanding of rural development. She should be responsible to guide local women facilitator for impact study in different areas of project. She should have at least five years' experience on rural development and minimum bachelors' degree in management/ commerce/ sociology.

Local Team Assistant:

An electrical sub-overseer with minimum 5 years' experiences as micro hydropower plant operator or Linesman. S/he should be responsible for installation and demonstration of electric cooking appliance at different load centers of the project area. should be electrical

Local Women Facilitator:

Minimum +2 degree in management/education/ social sciences with at least 2 years of experiences in rural development/social mobilization. She will be responsible to facilitate on women mobilization at different catchment area.

9. Acceptance of Proposal

All rights are reserved with AEPC/RERL either to approve or disapprove any proposal without giving any reasons whatsoever. If needed, the consultant will be asked for modifications and presentations of the proposal before approval.

10. Force Majeure

Without prejudice to their rights the Government and the Consultant shall not be held responsible nor suffer any financial loss should the performance of the contract be delayed or prevented by an event of Force Majeure, which shall include, but not limited to strikes, riots, civil commotion, fire accident or any other incident beyond the control of either party hereto which neither party was aware of or could have foreseen at the time of signing of this contract. In event of an occurrence of the Force Majeure, either party shall notify the other of the event, or during such event, the rights and obligations of either party shall automatically be suspended.

11. Orientation, Demonstration and Demand Assessment of Electric Cooking Sites in selected MHPs.

S.N	Project Name	Municipality	Kw	No. of places to demonstrate Induction Cooking	Remarks
1	Ikadi Gad II MHP	Budiganga RM	100	5	Electric Cooking Material like Induction Cook Stove with Pressure Cooker and Kadai -1 Set, Electric Pressure Cooker (EPC) -1 set and Electric Kettle -1 will be procured by RERL for 40 numbers of places in 7 MHPs.
2	Barjugad I MHP	Budiganga RM	100	10	
3	Malagad I and III MHP	Tribeni MP	200	5	
4	Kasa Gad I MHP	Tribeni MP	50	5	
5	Kasa Gad II MHP	Tribeni MP	45	5	
6	Managad I MHP	Budiganga RM	35	5	
7	Kordhaligad	Badimalika MP	38	5	
Total			568	40	

Note:

- 2) Electric cooking material and accessories is procured by RERL.
- 3) At Least 40 no of demonstration of electric cooking need to be done at 7 MHPs Site.
- 4) Team leader and Women Facilitator will be responsible for completion of at least 10 sites for Orientation, Demonstration and Demand Assessment and then handover the other team members and RERL Local Team leader for rest of the assignment.