

<p style="text-align: center;">Terms of Reference (ToR): Senior M&E Expert (Intermittent) for Nepal: Private Sector Led Mini Grid Energy Access Project (MGEAP)</p>

1. Introduction:

Alternative Energy Promotion Centre (AEPC) is the apex government body under the Ministry of Energy, Water Resources and Irrigation (MoEWRI), established to promote the use of alternative/renewable energy technology to meet the energy needs in Nepal. The Private Sector Led Mini Grid Energy Access Project (MGEAP), supported by the World Bank, will be implemented by AEPC from February 2019 (tentative). The objective of the project is to increase electricity access and delivery from renewable energy mini-grids (solar, hydro, wind, and hybrid) by mobilizing private Energy Service Companies (ESCOs). The project is designed to support RE mini-grids market by introducing conditions to gradually shift from heavily subsidized to commercial model. The project will support mobilization of credit from participating Banks (PBs) to ESCOs for the development of mini-grid subprojects.

Nepal is one of six countries identified for assistance under the Scaling-up Renewable Energy Program in Low Income Countries (SREP). As one of three programs under the Strategic Climate Fund, SREP aims to demonstrate the social, economic and environmental viability of low carbon development pathways in the energy sector. In particular, the objectives of SREP in Nepal are to: (i) leverage complementary credit and grant co-financing, (ii) bring about transformational impacts through scaling up energy access using renewable energy technologies (RETs), poverty reduction, gender and social inclusiveness and climate change mitigation, and (iii) ensure sustainable operations through technical assistance and capacity building.

2. Background:

Monitoring is viewed as a tool that enables result-based management. Managing for results include planning for results, implementation, performance review and evaluation assessments to track long-term impact of MGEAP. The results from the monitoring feed back into implementation, based on management corrective action. The monitoring and evaluation expert acts as key player to ensure that achievement of planned activities is accomplished so as to reach the targets of accelerating mini- grid service delivery with better quality, comprising various technologies, to commercial entities, enterprises leading to more equitable economic growth. MGEAP anticipates that monitoring of all the technical support will be part of the overall MGEAP monitoring system to be established at the beginning of MGEAP implementation. Based on the indicators and targets set for the MGEAP, the collected monitoring data will be processed and entered into the AEPC/MGEAP monitoring system. Based on the information arising from the monitoring, regular and quality reporting will be ensured by AEPC/MGEAP to the World Bank. Hence, AEPC/MGEAP is looking for Senior M&E expert to aid the AEPC/MGEAP in monitoring and evaluation related activities.

3. Objectives:

The objective of the Senior M&E expert is to take lead in developing integrated result framework and carry out the monitoring and evaluation of MGEAP activities.

4. Scope of Services (Activities):

The Expert will be a part of PIU team and will be responsible for day-to-day activities related to

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the project. S/he should be responsible and take full ownership for the following scope of work;

- Lead MGEAP monitoring sector and ensure that the set targets have been met on due time and with the desired quality also support AEPC monitoring and quality assurance section in implementing mini-grid activities;
- Establish integrated monitoring & evaluation (M&E) system of MGEAP based on the indicators and targets set in the MGEAP document;
- Consolidation of all the fragmented system, guidelines and efforts in AEPC/MGEAP and provide inputs and advices in overall M&E system of AEPC;
- Implementation of Testing & Commissioning and financial verification etc;
- Collect monitoring data to be processed and entered into the MGEAP integrated monitoring system;
- Advice and support the monitoring activities of the AEPC/MGEAP and assist in data collection mechanism from consulting and construction companies including the beneficiaries for all RE technologies;
- Produce outcome and impact information;
- Ensure monitoring for the purpose of verification for subsidy eligibility across all proposed large MGEAP systems;
- Provide proper M&E related capacity building activities to third party consultants using standardized procedures and guidelines;
- Based on the AWP and the programme budgets, design the framework for the physical and process monitoring of project activities;
- Promote a results based approach for monitoring and evaluation, emphasizing results and impact;
- Regularly ensure adequate follow-up, monitoring and reporting of program activities through active coordination with monitoring and reporting team of AEPC;
- Disseminate monitoring information to companies and other relevant organizations or individual;
- Work in close cooperation with other programs of AEPC and other rural energy programs/projects of AEPC and ensure teamwork and coordination;
- Develop baseline survey, pre construction, during construction and post construction forms, formats, checklists and templates for MGEAP;
- Reviewed ESMF, M&E framework including annual targets and indicator monitoring tools available;
- Prepare procedures and templates for data collection and reporting for results indicators;
- Prepare consolidated progress reports for project management including identification of problems, causes of potential bottlenecks in project implementation, and providing specific recommendations;
- Undertake regular visits to the field for the purpose of monitoring and evaluation of subprojects;
- Coordinate with other on-going programmes in Nepal that has direct and indirect implication with MGEAP activities in general and activities in specific: general liaison for sector development; follow-up of the technological and other developments in the sector and providing inputs to improve the program.

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- Any other tasks assigned by Project Manager to support in MGEAP implementation.

5. Performance and Reporting Requirement (Deliverables):

The Senior M&E Expert shall prepare monthly, quarterly, semiannual and annual report that should incorporate the Specific Social Assessment monitoring and capacity building activities.

6. Duration of Service:

The Expert will be assigned for full project period with a provision of renew of contract each year and possibilities of further extension, in case of satisfactory performance. The expert is expected to work in intermittent basis with required travels outside Kathmandu valley within Nepal on project related matters. The contract will be effective only after the effective date of the project.

7. Senior M&E Expert's required Qualification and Experience:

Candidates should have a Master Degree in Renewable Energy, Engineering, Management, Sociology, Development Studies, Economics and any other related discipline. At least 10 years of professional experience in the field of RE sector and proven experience in monitoring and evaluation.

- Proven experience as M&E Expert in projects funded by the World Bank, ADB or other similar multilateral institutions will be an added advantage;
- Knowledge of specific gender issues in renewable energy and sensitivity to local culture and traditions in Nepal;
- Experience in designing and implementing private sector capacity building and in training national and sub-national staff in mini hydro related activities;
- Ability to build and maintain relationships, particularly interacting productively, proactively, and comfortably with municipality staff, community leaders, government agencies, NGOs, private sector groups;
- Knowledge and/or familiarity with the country's geography and willing to travel/trek to the project sites located in remote part of the country;
- Excellent knowledge of the English language (both spoken and written) and excellent communication skills;
- Ability to work well with Government officials and community personnel;
- Strong and demonstrated capacity for organization, management with excellent reporting and coordination skills;
- Strong leadership, technical competence and professional skills for timely implementation, coordination and management of activities;
- Ability to work in a team, develop synergies and establish effective working relations with various stakeholders;
- Strong interpersonal and communications skills, resourcefulness, initiative, tact and ability to cope with any situation;
- Openness to change and ability to receive/integrate feedback;
- The candidate should be able to legally work in Nepal.

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8. Facilities and logistics to the expert by the Client:

The Expert shall be provided with the office space, internet facilities, and office furniture. Necessary stationery, printing and copying facilities shall also be provided by the Client.