Request for Project Concept Notes

Renewable Energy Projects

1. Background

The project "Multi Actor Partnerships (MAPs) for Implementing NDCs with 100% Renewable Energy (RE) for All in the Global South" hereafter referred to as **MAPs for 100% RE** aims to introduce and consolidate MAPs with a 100% RE target in Nepal. MAPs will develop narratives on the advantages and potential implementation of 100% RE scenarios. Country-specific, long-term 100% RE roadmaps will be developed to provide a positive and tangible vision for this transformation. Through MAPs, this project will facilitate discourse exploring opportunities to utilize the available RE targets in the transition to 100 % RE by 2050. In Nepal, the project is implemented by WWF Nepal and Prakriti Resources Center (PRC) with technical guidance from Alternative Energy Promotion Centre (AEPC).

With the Paris Agreement in December 2015, parties to the United Nations Framework Convention on Climate Change (UNFCCC) reached a landmark consensus to combat climate change. In order to achieve the agreed-upon objectives, greenhouse gas (GHG) emissions need to reach net zero by 2050 at the latest. This will necessitate a complete decarbonization and shift to 100% Renewable Energy (RE) sources across all sectors. Nepal is among the highest traditional-biomass-consuming countries in Asia. Its energy mix is dominated by biomass (69%), while RE constitutes only 3.2% of the total. Nepal's NDC 2020 has specific targets for reducing dependency on biomass and fossil fuels, while expanding the energy mix and focusing on renewables. Nepal has committed to increase the supply of reliable clean energy, ensuring access to modern energy for all by 2030. Nepal aims to expand clean energy generation from approximately 1,400 MW to 15,000 MW, of which 5-10 % will be generated from clean and renewable energy such as mini and micro-hydro power, solar, wind and bioenergy. Although more than 90% of Nepal's electricity production is from hydropower which is a cleaner option among the commercial energy options, increased climate variability can cause irregularities in stream flow affecting the reliability and sustainability of power generation. Recent events related to erratic rainfall, floods and landslides have shown potential risk to hydropower generation and transmission. Development of different kind of RE and energy efficient technologies may not only support the country to pursue low carbon development pathway but could be a medium for participatory, decentralized, sustainable, and just transition all over the country.

2. Objective

The objective of the call is to support installation of renewable and energy efficient technologies/system and maintenance of the installed technology/system to promote upscaling and sustainability. The energy efficient or renewable energy technologies could be but not limited to improved cooking stoves, e-cooking, waste to energy models, solar water lift/ irrigation systems, solar electrification of community buildings (such as health-posts, community buildings etc.), RE based early-warning systems for disasters etc., identified based on detail feasibility analysis.

3. Eligibility

The Request for Project Concept Notes is open to Nepalese organizations eligible for designing, promotion, installation, distribution, and operation of renewable and/or energy efficient technologies/ systems. The proponent organization for the task should have prior experience in the same field and successfully completed projects of similar nature and scale as the one it proposes.

4. Geographical focus

The preferred geographic area for the project is Gandaki and Bagmati Provinces. However, innovative ideas in other provinces will also be considered based on the potential of the project to create an impact.

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5. Scope of work

Following are the major activities to be performed by the proponent organization to accomplish the project:

- Coordinate with relevant stakeholders/rural municipalities and strengthen the relation during the entire project cycle i.e., planning, feasibility assessment, designing, implementation, installation, monitoring, and post project etc.,
- Site selection and identification of best location for project implementation based on feasibility assessment,
- Community capacity building and mobilization,
- Supply, transportation, and installation of renewable energy supported system along with testing and commissioning,
- Establish and operationalize post-project support mechanism,
- Project documentation.

6. Responsibilities of the organization during the implementation phase

The proponent organization shall carry out following activities to supply, deliver and install the proposed project efficiently and effectively.

- The proponent organization shall provide all necessary labour, materials, equipment, and services required as well as arrange the location/land required to accomplish the installation/distribution, and operation of the proposed RE/energy efficient technologies/systems.
- In case of electrical/electronic/mechanical systems/components, all such components shall be warranted by the contractor against any manufacturing/design/installation defects for a minimum period of one year from the date of installation.
- The proponent organization shall be responsible for civil structures for installation of all components of the proposed project including the designing and installation of transmission, distribution and other necessary accessories, as applicable.
- The proponent organization shall perform final safety and performance checks before commissioning the system and provide project target community/institution with the necessary documentation (manuals, warranties, maintenance information).
- Rectification of all defects developed in the installed system during Warrantee/Guarantee period shall be done promptly for the smooth operation of the system.
- The proponent organization will be responsible for shading and analysis of noise pollution and decide the best site during the feasibility study. But proponent organization should inform WWF Nepal if there is any change in the site selection during the implementation phase.
- Keep the site clean and orderly throughout the duration of construction. All trash and rubbish shall be disposed of off-site in agreement with local municipalities/communities.
- The proponent organization will conduct on-site training of assembly, start-up, operation, maintenance, safety, and repairs of the proposed technology/system and document the process.
- During Warrantee/Guarantee period, the proponent organization shall submit annual performance report from user committee regarding functionality of the system beyond the

completion of installation.

- The proponent organization shall arrange an on-site training for the future operator/s.
- The proponent organization shall also supply minimum tools for the regular maintenance of the system.
- The testing and commissioning of the system shall be done in the presence of the representative from WWF Nepal, relevant User's Committee, and Local Government.

Note:

- All the guaranteed paper and specification of electro-mechanical components where relevant should be submitted along the proposal. WWF Nepal should be pre-informed for any changes incorporated in the documentation and installation works.

7. Budget

Funding of up to NRs. 5,000,000 is available per project. Proposals above the limit will not be considered unless a co-finance is already secured, and documentation provided.

8. Timeline:

The project must be completed within 9 months of signing of the contract.

9. Experience and qualification

The organization and the team leader should have more than 5 years of experience in energy sector and have working experience in the supervision and installation of similar projects. The team should comprise of experts with at least 3 years of experience in designing and installation of RETs. Demonstrated experience of working in detailed feasibility study, design, installation, and evaluation of RETs and energy efficient technologies as applicable, is preferred.

10. Evaluation criteria

Proposals will be evaluated based on:

- Project rationale (location, need of the target community, integration of Gender and Social Inclusion) (10)
- Organization's experience of completion of RE and energy efficient projects of similar nature and scale as proposed by the organization (10)
- Demonstrated experience of the Team Leader in implementing similar projects (15)
- Relevant experience of team members (5)
- Letter of support from local governments/relevant partner community/institution (10)
- Documentation to support co-finance or any other cash/kind support in the project (10)
- Detailing of work plan (5)
- Mechanism for repair/ maintenance, warranty/guarantee of the system where relevant (20)
- Capacity building and sustainability of the proposed project (10)
- Budget rationale (5)

11. Deliverable

The applicant shall submit inception report, feasibility assessment, technical designs of the project, and a final project completion report that covers project background, methodology, approach, partnership, outputs and target beneficiaries, potential impact on addressing climate change, findings, conclusion and

recommendations along with any annexes (maps, graphs, pictures, detail calculation etc.) including gender disaggregated data of the entire project beneficiaries.

12. Proposal Submission

TECHNICAL PROPOSAL: should only cover information on project idea, location, beneficiaries, implementation/distribution plan, potential co-finance and endorsement by the respective government agency where possible, engagement of local government and communities, capacity building and sustainability of the project/system and details on repair, maintenance, warranty/guarantee of the installed/distributed system along with a brief CVs of consultant/s not exceeding 2 pages for each member, information sheet on the organization's relevant assignments including the list of clients and value not exceeding 3 pages. The proposed team members, their roles and responsibilities should be clearly defined in the proposal, supported by their latest signed CVs. Kindly ensure that the technical proposal provides adequate information for the evaluation criteria specified above. The technical proposal should NOT exceed 10 pages excluding any technical design documents, CVs, and references.

FINANCIAL PROPOSAL: should include detailed breakdown of total budget in Nepali rupees. The proposed cost may include fees of technical experts, and field costs including travel, accommodation and daily subsistence, equipment, transportation, labor, and other associated costs if any. Organization registration and renewal certificates, VAT registration certificate (where relevant), latest tax clearance and audit report should be submitted in the same file.

Interested organizations are requested to submit technical and financial proposals as pdf format file electronically to info@wwfnepal.org with 'PROPOSAL Renewable Energy' as the subject. Please name the files as 'PROPOSAL RE_*organization name_Financial/technical'*. The proposal must be submitted within 5:00 pm Nepal Standard Time, 19 December 2021. Only shortlisted organizations will be contacted. Telephone inquiries are not entertained.

13. Fund disbursement

The funds will be as per the existing norms of WWF Nepal. Fund disbursement will be done in two steps. Based on the nature of the project, payments can be structured according to the delivery and approval of equipment/systems. The final installment will be released after the final acceptance of the deliverables by WWF Nepal.

Project Concept Note template

(Font size 12, line spacing 1.5)

I. COVER PAGE- (1 page)

1. **Project title**
2. **Project location (Province, district, municipality, ward)**
3. **Estimated direct beneficiaries (households)**
4. **Project cost**
5. **Co-finance (if any)**
6. **Project start and end date (duration)**
7. **Primary contact/Project lead**

II. NARRATIVE SECTION: (not to exceed 10 pages for the section)

1. **Project area- 1½ page** (including demographic information and map if possible)
2. **Rationale of the project- 1 page**
3. **Project design - 2½ page**
4. **Implementation plan- 3 page** (including consultations, feasibility assessment, coordination, transportation, installation, and capacity building)
5. **Proposed work plan- 1 page** (detailed at monthly level)
6. **Team- 1 page** (specifying the roles and responsibilities of individual members)

III. REFERENCE SECTION

1. **Letter of endorsement/support or co-finance**
2. **CV of technical experts- not exceeding 2 pages** (along with signature)
3. **Permits/approvals** if required should be retained by applicant.

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