

Terms of References (TORs) Provision of locally produced, fuel-efficient stoves

Contract type: Desk-based, fieldwork and consultation with project team **Duration of the assignment:** 3 months

Area: Coastal villages of Keti Bunder, Kharo Chan, and Shah Bunder in districts Thatta and Sujawal.

WWF-Pakistan has been working to conserve mangroves and their associated natural resources for the last three decades in the country's coastal areas. Currently, WWF-Pakistan is implementing the project "Sustainable Management of Mangroves and Community Development in the Indus Delta," particularly in the three locations of Keti Bunder, Kharo Chan, and Shah Bunder in districts Thatta and Sujawal.

The primary purpose of this project is to conserve mangroves and uplift the livelihoods of the local communities dependent on mangroves and other natural resources. The local communities use mangroves as fuel wood for their daily cooking purposes. It is estimated that the local communities use an average of over 20,000 tons of mangrove wood on annual bases.

To reduce pressure on the mangroves for firewood and to reduce women's exposure to smoke, WWF-Pakistan, with the support of the German Federal Ministry for Economic Cooperation and Development (BMZ), aims to promote the use of fuel-saving stoves among the project communities to reduce deforestation and degradation of mangrove forest in the Indus delta as well as to reduce smoke pollution and keep improve the inhouse air quality

1. **Objectives:**

To reduce pressure on the mangroves for firewood and women's exposure to smoke, 700 households must be equipped with fuel-efficient stoves. Before installing the stoves, training will be organized for women to demonstrate their use. In project phase 1, the plan was to make local mud stoves. Due to very high rainfall, the clay needed the right consistency, so the stoves were not durable enough. Therefore, a change is made to a different model that cannot be manufactured in the region. Simple shelves and flues are built for the stoves. For this, 160 villagers are trained (20 in each cluster), who pass on their knowledge to the other stove users and support them in the construction of the cooking areas.

2. <u>Functions / Duties and output expectation from the Technical Consultant:</u>

The scope of this consultancy is to provide technical advice, design, and technology and build the capacity of village women to facilitate the construction and adoption of energy-saving stove

models. The broad objectives are to develop training and capacity-building materials to the knowledge and skills of project communities on energy-efficient cookstoves using wood/other fuels and to provide a practical and efficient cooking stove.

The tasks which are proposed are as under (this can be amended in discussions with the consultant):

- Conduct a baseline assessment to identify the best solutions for fuel-efficient and safe cooking stoves;
- Designing and provisioning different types of fuel-efficient cooking solutions based on the feedback of the project communities;
- Come up with a list of locally and regionally available and adaptable fuel-efficient cooking solutions with locally suitable models that can be produced with locally available materials as part of an introduction and testing phase;
- Support the project team in the procurement of locally made fuel-efficient cooking solutions;
- Assess the technical and material requirements along with the "*forma*" for setting up fuelefficient cooking solution training and enterprise for a group or cooperative composed of targeted women and men from the targeted community in the Indus Delta;
- Provide on-site training on stove making and proper use of fuel-efficient cooking solutions;
- Locally suitable models are developed, which can be produced with locally available materials as part of an introduction and testing phase;
- Design specific training materials on the production and/or construction of domestic and energy-efficient cookstoves;
- Prepare a manual for the design, operation, regular maintenance, and production of tools and materials;
- Assess the existing and preferred fuel-efficient cooking solutions with their potential demand and supply;
- Include the process of formation of bio-bricks while reducing the wood utilization for cooking;
- Conduct the assessment and feedback loops of beneficiary pre and post-results, experiences, and usages of the tools, to inform local adaptations;
- Produce a comprehensive report of the assignment with the feedback of communities, including but not limited to stove making, utilization, replications, and adoption.

3. Key Deliverables:

- Baseline Assessment
- Training delivery plan and contents
- Training manual (Sindhi/English) and handouts
- Deliver eight training (at least one at each cluster)
- A comprehensive assignment report

4. Minimum requirements and qualifications:

- Have at least a bachelor's degree in Energy, administration, finance, environment; anthropology; environmental science; or home economics;
- The women-led activity who has command of Sindhi and English languages, speaking and writing;
- Have at least two years of experience in the construction and marketing of improved cookstoves;

5. <u>Competencies:</u>

- Demonstrates openness to change and ability to manage complexities;
- Have an experience in marketing and business model development for local communities;
- Skills in achieving results through persuading, influencing, and working with others;
- Skills in organizing and facilitating meetings;
- Demonstrate abilities in analytical work and excellent report writing;
- Proactive and able to work with minimal supervision and a high degree of initiative, reliability, flexibility, motivation, and resourcefulness;
- Professionalism, flexibility to make ad-hoc changes as and when the need arises, ability to perform under stress, willingness to keep flexible working hours;
- Excellent interpersonal and communication skills and sensitivity to cultural, socioeconomic, and political differences.

6. Documents to be included when submitting the proposal:

Interested individual consultants/consultancy must submit the following documents/information to demonstrate their qualifications:

- Technical Proposal:
 - (i) Explaining why the consultant/bidder is the most suitable for the work;
 - (ii) Provide a brief methodology on how they will approach and conduct the work;
- Detailed work plan and training modules
- Financial proposal (including fee, travel cost (if any), and other relevant expenses)
- Profile of the bidder and;
- Curriculum Vitae of the Lead and support trainers, as applicable.

7. <u>Reporting</u>:

The Consultancy firm will report to the project manager, manager marine program, and regional head of Sindh and Balochistan Every two weeks, brief updates on progress must be emailed to the aforementioned personnel.

8. Conditions:

- WWF-Pakistan reserves the right to accept any proposal or reject all proposals
- Only shortlisted consultants will be contacted for further consideration.

9. Copyrights:

WWF-Pakistan will have the copyright for the entire study data; the consultant(s) will no right to use the data at any forum or in publication.

10. <u>Guideline for submission of proposal/expression of interest:</u>

Interested consultants should submit the following documentation to Muzzammil Ahmed (mahmed@wwf.org.pk) and Maham Zahara (mzahara@wwf.org.pk)

Work plan

- A technical proposal not exceeding 10 pages
- An understanding and interpretation of the TORs
- Methodology to be used in undertaking the assignment
- Time and activity schedule
- Evidence of relevant experience and samples of products related to the assignment
- Curriculum vitae of the lead consultants to undertake the assignment
- Work Plan
- A financial proposal consist of the cost of assignment in lump sum including all applicable taxes of the Government of Pakistan and out of pocket expenses.

11. Selection Criteria:

Applicant's proposal shall be evaluated based on Quality and Cost Based Selection (QCBS) method. Under QCBS both technical and financial proposals shall be evaluated as per following criteria against a maximum score of 100 points.

- a. Technical Proposal 70%
- b. Financial Proposal 30%

The following criteria shall be used as a basis for evaluation of technical proposals:

- Qualifications (maximum 30 points)
- Experience relevant to the assignment (maximum 30 points)
- Adequacy of the proposed methodology and work plan (maximum 20 points)

- Skills & Competencies for the assignment (maximum 10 points)
- Prior experience with WWF-Pakistan (maximum 10 points)

Note: Late/ incomplete submissions will not be accepted. Only three (03) top-ranked firms will be included in the comparative process.

12. Budget:

Available Budget for this activity **Pak Rs 670,000/-** Inclusive of all taxes and Out of Pocket Expenses.