



REPUBLIC OF LIBERIA
ENVIRONMENTAL PROTECTION AGENCY
 4th Street Sinkor, Tubman Boulevard
 1000 Monrovia, 10 Liberia
 P.O. Box 4024

**CALL FOR EXPRESSION OF INTEREST
 TO PROVIDE CONSULTANCY SERVICE**

EOI NO. EPA/E&E/CON/ICS/011/2022

CONSULTANCY SERVICE TO TRAIN 45 WOMEN FROM GRAND CAPE MOUNT, GBARPOLU AND BOMI IN ECO-STOVES PRODUCTION AND GROUP THEM IN SMALL SCALE ENTERPRISES FOR PRODUCTION AND SALE OF ECO-STOVES (PRODUCE 450 STOVES)

TERMS OF REFERENCE FOR NATIONAL CONSULTANCY FIRM/CSO

Job Title	National Consultancy Firm/CSO		
Division/Department	Environmental Protection Agency/EPA		
Program/Project Number	00126149		
Activity Result	45 women from Grand Cape Mount, Gbarpolu and Bomi trained in eco-stove production and grouped into small scale enterprises for production and sale of eco-stoves 1c (produce 450 stoves)		
Assignment	To train 45 women from Grand Cape Mount, Gbarpolu and Bomi in eco-stove production and group into small scale enterprises for production and sales of eco-stoves (produce 450 stoves)		
Location	Monrovia, Liberia		
Reports to	Energy & Environment Coordinator/EPA-UNDP	Consultancy Duration:	3 months

BACKGROUND

The Environmental Protection Agency (EPA) is the principal authority in Liberia responsible for the management of the environment; coordinates, monitors, supervises and consults with relevant stakeholders on all activities in the protection of the environment and sustainable use of natural resources.

The Environmental Protection Agency (EPA) and MoCI with support from the United Nations Development Program (UNDP) through the Energy and Environment Unit intend to train 45 women from Grand Cape

Mount, Gbarpolu and Bomi in eco-stove production and group them into small scale enterprises for production and sales of eco-stoves (produce 450 stoves).

Clean and reliable energy makes life better. Clean and reliable energy help to reduced Carbon dioxide emissions, improved health resulting from reduced indoor air pollution, create employment opportunities such as stove manufacturing, distribution, solar assembly etc. Eco-stove provides an affordable alternative to gas and electronic stoves yet maintaining the same technological advantages. The use of Eco-stoves does the following:

- reduce smoke inhalation with significant health benefits,
 - reduce greenhouse gas emissions,
 - slows deforestation
 - and provide a host of social benefits.
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- Reduces deforestation by a significant percentage by promoting the use of reusable stone stoves
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 - Helps the user achieve energy independence
 - Reduces landfill by promoting the processing of household waste into bricks which can be used as fire starters for the eco stoves
 - Fights poverty by promoting skills development in both the unemployed youth and women
 - creates employment, apprenticeship and entrepreneurial opportunities through the manufacturing, distribution, maintenance of eco-stoves
 - Reduces cooking cost up to a significant percentage by using reusable volcanic rocks
 - Promotes good health by the use of smoke free eco-stoves across the developing world suffering from indoor air pollution through inefficient cook-stoves and the added benefit of light bulbs on the eco-stoves providing the lighting solution in areas without electricity instead of kerosene lamps

In Liberia, there is a slow rise of clean cook-stoves; although they all use biomass as their source of fuel which still contribute to the high rate of deforestation. The initiative also includes the use of bricks which are the source of energy and the stoves have been heavily insulated with clay to retain the heat. A few Liberians depend on biomass stoves to cook. These include charcoal, bricks and firewood users.

The use of eco-stoves ensure that cooking is healthy, efficient and eco-friendly for everyone, regardless of socio-economic status. Billions of people in developing countries do not have access to electricity and gas. They cook with biomass and often on unhealthy and inefficient fires. Research has shown that women spend hour's daily gathering fuel, and families can spend up to 30% of their monthly income on fuel, forcing them into energy poverty. Fuel production also contributes greatly to deforestation. Eco-stoves/cook-stoves and solar products offer a reliable and affordable solution! These products completely eliminate the need for kerosene.

With the plethora of challenges, the UNDP through the Energy and Environment (E&E) program seeks to support the Government's efforts in achieving diversified and inclusive economic growth through investments in sustainable and environmentally friendly agriculture, food security, job creation and improved resilience to climate change and natural disasters. UNDP also works to empower the population and build a resilient nation. It supports the government to develop and implement interventions aimed at improving the lives of the people, including women, youth and People with Disability (PWD).

It is in this regard that the Environmental Protection Agency (EPA) of Liberia through its Energy & Environment Unit of the EPA, in partnership with the United Nations Development Programme, requests the services of a Firm/CSO to work in collaboration with the EPA and MoCI to train 45 women from Grand Cape Mount, Gbarpolu and Bomi in eco-stove production and group into small scale enterprises for production and sales of eco-stoves (produce 450 stoves).

Contract and Reporting Requirements

The Consultancy Firm/CSO will be hired against a performance-based contract for Three (3) Months. It will report to the Coordinator of the EPA-UNDP Energy & Environment Program. The Consultant shall submit the reports summarized below, for the respective period(s). All documents/reports should be issued in English, submitted in both hard and electronic copies.

- Progress Reports: The Consultant shall prepare concise Inception reports and roadmap, draft report with the relevant information on progress, highlighting achievements, emerging issues that need to be clarified with the client and recommendations and training manual.
- Final Report: Before the end of the assignment: The Consultant shall submit a final report detailing all the activities undertaken. The report should outline achievements, issues and lessons learnt.

Scope of Work and Tasks

The Consultant will have the following responsibilities:

- To train 45 women from Grand Cape Mount, Gbarpolu and Bomi in eco-stove production and group into small scale enterprises for production and sale of eco-stoves (produce 450 stoves)

Job Responsibilities:

Ensure that 45 women from Grand Cape Mount, Gbarpolu and Bomi are trained in eco-stove production and group into small scale enterprises for production and sale of eco-stoves (production of 450 stoves).

Functional Competencies:

- Demonstrate functional competence in the production of eco-stoves
- Demonstrate functional experience in skill to train people in the use of eco-stoves

Key Expected Results

45 women from Grand Cape Mount, Gbarpolu and Bomi trained in eco-stove production and grouped into small scale enterprises for production and sale of eco-stoves (production of 450 stoves).

Output

The Consultancy will achieve the following deliverables:

- 1) 45 women from Grand Cape Mount, Gbarpolu and Bomi trained in eco-stove production and grouped into small scale enterprises for production and sale of eco-stoves (produce 450 stoves)

QUALIFICATION

Education:

- Demonstrate functional competence in the production of eco-stoves
- Demonstrate functional experience in skill to train people in the use of eco-stoves

Experience

- More than two to five (2 to 5) years of demonstrated functional experience in eco-stoves production.
- Experience performing similar services requested.
- Documented social skills and networking capabilities is an advantage.
- Experience in management and organizational development.

OTHER SKILLS

- Excellent team player with good interpersonal skills
- Ability to manage workload with minimum supervision
- Ability to work under pressure and tight deadlines
- Ability to accommodate additional demands at short notice
- Ability to work in a multi-cultural environment
- Oral communication/presentation skills
- Proactive mindset
- Experience in working with the EPA, UNDP funded activities/projects or other INGOs

ATTENTION:

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or through email (ptdoe@epa.gov.lr), indicating in subject area “**Consultancy Service to train and produce 450 Eco-stoves for use by vulnerable communities**” Closing date for submission of TORs is **4PM, March 1, 2022**. Any submission coming/received after this deadline will not be given consideration. Only submissions that meet the requirement/criteria as contained in the Request for Expression of Interest will be considered for evaluation. The application package must include CV, credentials and Technical and Financial Proposal.

NOTE: This information is also posted on these websites: www.emansion.gov.lr, www.ekmsliberia.info., www.epa.gov.lr, www.unpd.and local dailies.

SELECTION CRITERIA

The EPA shall recruit the Consultant through an open, transparent and competitive process and shall be guided by *inter alia* the Procurement and Public Concessions Act of Liberia. All contractors shall conform to the Government of Liberia's laws on anti-bribery and anti-corruption. Notice is hereby issued to all interested candidates that failure to adhere to conflict-of-interest restrictions and anti-fraud and corruption rules constitutes grounds for potential debarment from future participation in procurement of goods, services or works that may result from the Project