

SEE - Clean Cooking

Higher Tier
Cooking Component
Uganda

Detailed Tender Advert

Capacity Building Assessment of Testing Institutions for Clean Cooking
Technologies in Uganda

SEE – Clean Cooking

Co-financed by:



Ministry of Foreign Affairs



Coordinated by:



Netherlands Enterprise Agency

In partnership with:



1. Introduction

The [Strengthening the Entrepreneurial Ecosystem for the Clean Cooking Sector \(SEE-Clean Cooking\)](#) program is a five-year programme that was commissioned in 2020 to strengthen the supply side of the clean cooking sector by supporting small and medium-sized enterprises (SMEs) to improve their business operations and access to finance for upscaling and innovation. The [Netherlands Enterprise Agency \(RVO\)](#) oversees the programme's implementation on behalf of the European Commission, the Netherlands Ministry of Foreign Affairs (DGIS) and the Ministry of Foreign Affairs of Denmark (DANIDA). The programme consists of two main components, namely; the [African Biodigester Component \(ABC\)](#) and the [Higher Tier Cooking Component \(HTCC\)](#) which are implemented across seven different countries including (Uganda, Kenya, Ethiopia, Mali, Niger, Burkina Faso) in Africa, and (Cambodia and Bangladesh) in Asia. In Uganda, the ABC project is implemented by a consortium of [SNV Uganda](#), [GIZ Uganda](#), and [Biogas Solutions Uganda Limited \(BSUL\)](#), while the HTCC project is implemented by GIZ Uganda and [CLASP](#). The two projects work closely in cooperation with the [Ministry of Energy and Mineral Development \(MEMD\)](#), alongside key global Thematic Implementers (TI's) [Energia](#), and [Energy Enterprise Coach \(EEC\)](#). Through HTCC, the consortium intends to support the development of the Clean Cooking Solutions (CCS) market in Uganda from the current pre-commercial phase to the pioneering phase by creating the necessary framework conditions to boost entrepreneurship and the commercialization of higher-tier Clean Cooking Solutions.

HTCC is also working to support the enabling environment for the higher-tier cooking market. The three main project activity pillars are: Pipeline Development; Access to Finance and Strengthening the Enabling Environment. HTCC has supported the buildup of an enabling environment for higher-tier cooking across all the implementing countries. The GIZ-Uganda team is responsible for providing general management and coordination of the project as well as supporting the design and implementation of an Innovation Challenge Fund, while CLASP is supporting the design and implementation of a Results-based Financing (RBF) Facility. Through a holistic technology approach including both electric-cooking (e-cooking) and advanced biomass stoves (higher tier levels 3, 4, and 5 based on the [World Bank Multi-Tier Framework for Clean Cooking](#)), the HTCC Uganda project aims to reach 12,000 households or 60,000 beneficiaries with higher tier cooking technologies and support at least five companies in integrating higher tier technologies into their product portfolio. The HTCC Uganda project also aims to create approximately 175 new jobs (of which at least 15% are held by women) across the higher-tier cooking value chain.

2. Objectives

The main objective of this assignment is to conduct a capacity needs assessment of MEMD's proposed knowledge and testing centers for their ability to conduct clean cooking testing, research, and development; and identify areas for improvement. In addition, to support an enabling environment for clean cooking, the consultant will provide institutional and technical capacity-building support to the proposed institutions based in Uganda. The scope of this support is limited to higher-tier cooking technologies, with a specification for electric pressure cookers, induction stoves, and rice cookers for e-cooking technologies and advanced biomass stoves.

The specific objectives of this capacity needs assessment are as follows:

Identify the available testing laboratories and their capabilities (both personnel, test methods acceptable to UNBS or IEC & ISO and equipment).

- Assess the testing capacity development process and determine where the laboratories stand in terms of recognition from the National Standards Body and accreditation bodies.
- Assess the quality and laboratory management systems of the testing institutions in line with UNBS requirements and ISO 9001 and ISO 27000 respectively.
- Provide benchmarking technical support to local testing institutions and build their knowledge, competence, and expertise for testing higher-tier cooking technologies to run a sustainable business model and offer quality service to the private sector.
- Provide detailed recommendations to MEMD, UNBS, and the National Renewable Energy Platform (NREP), on how NREP's platform can facilitate knowledge sharing between the selected labs with MEMD and UNBS.
- Identify the gap in capacity in human capital and equipment, with pricing for both software, hardware and propose indicative staff/human resource costs fill the capacity gaps identified.

3. Eligible Applicants

The HTCC program team will select a clean cooking testing expert who has experience with e-cooking and advanced biomass technologies. The expert will collaborate closely with the proposed test facilities in improving their testing processes in terms of time, equipment identification, and resource management capabilities to conduct real-time testing, have sustainable operational structures, and improve their knowledge of e-cooking technology testing.

4. Modality: Approach and Methodology

The approach of this assignment is structured around four work components that are outlined below. The proposed methodology and work plan are covered under the scope of work section.

4.1. Scope of Work

The HTCC program team will select a clean cooking testing expert(s) who has experience with testing requirements for e-cooking and advanced biomass technologies. The expert will collaborate closely with the proposed test facilities in improving their testing processes in terms of protocols, equipment identification, and resource and knowledge management capabilities to conduct real-time testing, have sustainable operational structures, and improve their knowledge of e-cooking technology testing. The assessments will be conducted in various forms of, site visits, interviews with lab staff, etc. To achieve the above, the HTCC project proposes the following support initiatives:

4.1.1. Activity 1 – Establishment of national baseline status of testing laboratories with e-cooking analytical capability

This involves surveying to establish the number of laboratories countrywide with the ability to undertake e-cooking and advanced biomass stove testing equipment. The assignment will also establish the type of tests that can be undertaken, which testing protocols are currently being implemented, equipment available as well as a gap analysis of what is lacking.

4.1.2. Activity 2 - Needs Assessment for Test Lab Technicians

Conduct a capacity needs assessment for human resources and skills in quality management, laboratory management, and testing concerning e-cooking and advanced biomass technologies standards and develop a suitable training programme to build the capacity of the staff to improve these skills.

This assessment should involve documentation of the current staff's skills in management, laboratory, and testing processes, as well as the skills and staff profiles needed to operate the testing equipment. The assessment should also investigate the operational health, safety, and environmental procedures as well as propose monitoring and evaluation systems to track the impact of the testing facilities. The consultant will be required to document these gaps to the HTCC team, MEMD, and UNBS with recommendations on interventions to improve these facilities.

4.1.3. Activity 3 – Needs Assessment for Testing Equipment

The consultant will be required to assess the adequacy of equipment in providing comprehensive test results. The consultant will be required to document whether the required testing equipment is available, and the calibration practices of the testing equipment in line with UNBS calibration regulations. The consultant will be required to provide a list of the needed testing equipment including market/retail prices and work with the testing facilities to develop technical specifications for the equipment. MEMD has availed resources for procuring this equipment post this assessment, under the Clean Energy Access Project (CEAP).

- There are three existing biomass cookstoves testing standards (i.e., US ISO 19867-1:2018 Clean cookstoves and e-cooking and all other clean cooking solutions — Harmonized laboratory test protocols - Part 1: Standard test sequence for emissions and performance, safety and durability; US ISO/TR 19867-3:2018, Clean cookstoves and clean cooking solutions — Harmonized laboratory test protocols.
- The Uganda national standard for biomass cookstoves was revised for coherency to align with the US ISO 19867 standards.

4.1.4. Activity 4 – Organize Training for Laboratory Technicians and Prepare Presentation for Stakeholders Workshop

1. To close the gaps identified through the technician need assessment surveys, the consultant will conduct on-site training session (s) for all selected testing laboratory technicians. The HTCC team will collaborate closely with the consultant to develop the training manuals and organize in-person training sessions in Uganda. This will incorporate the UNBS IEC standards to test for all cooking technologies and as a result, advance test standards for performance, efficiency, and safety standards while using e-cooking technologies will be adopted. This will be jointly planned and implemented with the HTCC team, however, GIZ and MEMD will facilitate the workshop (venue, invitations, etc.).
2. A presentation during a closing workshop capturing these findings, mitigations, and next steps/recommendations will be delivered by the consultant for MEMD's policy-level officials and other key stakeholders. This is aimed at supporting MEMD's ownership of the next steps to promote the testing lab's efficiency and promote an enabling environment within Uganda's clean cooking sector. This will be jointly planned and implemented with the HTCC team, however, GIZ and MEMD will facilitate the workshop (venue, invitations, etc.).

5. Selection Process

Proposals will be evaluated based on the following criteria:

- Demonstrated understanding of the objectives and scope
- Relevance and appropriateness of the proposed methodology and assessment approach
- Qualifications and expertise of the team
- Proof of previous experience/ similar projects
- Clarity and feasibility of the proposed timeline and logistics arrangements, cost-effectiveness, and value for money of the financial proposal.

6. Eligibility Criteria

6.1 Of the Contractor:

The consultancy firm shall have the following minimum requirements to be eligible for this assignment:

- Be legally registered in Uganda. Provide a Certificate of Incorporation/ Registration and a valid trading license.
- Be compliant with tax regulations. Provide a copy of the Tax Registration certificate and a valid copy of the income tax clearance certificate addressed to GIZ.
- Experience in standardization, and conformity assessment procedures including knowledge of laboratory recognition scheme auditing or accreditation in the East African Community. (If available)
- Have a physical presence (Established office in Uganda) or a proof of local partner that meets this requirement.
- Average annual turnover of at least 10,000 Euro for the last three years, or proof of an international partner that meets this requirement.
- Average number of employees and managers of five persons for the last three years.
- At least three reference projects related to the scope of this assignment, or similar assignments around standards and conformity assessment including two having been conducted in Uganda.
- Registered Power of attorney authorizing the signatory to the bids/ offers submitted to sign on behalf of the firm.
- Bid validity period of one hundred and twenty (120) working days.

6.2. Of The Consultancy Team:

Bidders should demonstrate expertise and experience in delivering capacity assessment as detailed in sections 3,5 and 6 above. The team should possess a diverse skill set, including technical knowledge, administration and operations, monitoring, and evaluation. Experience with implementing that related to the energy sector is an added advantage.

6.2.1. Team Leader:

Tasks of the team leader:

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with HTCC Uganda, partners, and others involved in the project.
- Personnel management, identifying the need for short-term assignments within the available budget, as well as planning and steering assignments and supporting short-term experts.

- Ensure reporting per timelines and deadlines.

Qualifications of the team leader

- **Education (2.1.1):** Master's degree in engineering or science Renewable Energy.
- **Language and communication skills (2.1.2):** Fluency in English and strong communication skills are essential. Knowledge of one/ more common local language(s) spoken within the areas of assignment will be an added advantage.
- **General professional experience (2.1.3):** Seven years of professional experience in the renewable energy sector, standards implementation, conformity Assessment activities and processes, laboratory analytics, research analysis, and reporting or development work. This includes having experience in organizing training and workshop events.
- **Specific professional experience (2.1.4):** Three years in conducting laboratory capacity/needs assessments, familiar with laboratory establishment guidelines and research within the energy sector. Specifically, standards implementation, conformity assessment, and managing the operations of laboratory recognition schemes, and accreditation processes based on national/international standards. Experience in similar assignments around conformity assessment and experience in Uganda.
- **Project management skills (2.1.5):** Three years minimum of management/leadership experience as a project team leader. Have strong project management skills and manage a team to deliver high-quality outputs.
- **Regional experience (2.1.6):** Three years of experience and knowledge of regional conformity assessment and laboratory recognition arrangements, including regional laboratory infrastructure. One year on projects in Uganda, familiar with the geographical landscape of Uganda.

6.2. Technical Experts/ Other Team Members:

- **Education (2.2.1):** The Technical Experts should have a university degree (Undergraduate/ master's degree) in Engineering or Science, Renewable Energy.
- **Language and communication skills (2.2.2):** Fluency in English is a must, and strong communication skills are essential. Knowledge of one/ more common local language(s) spoken within the areas of assignment will be an added advantage.
- **General professional experience (2.2.3):** The experts should have at least three-year experience in the energy sector in the context of needs assessment and situational analysis to inform the development of programmes, policies, and interventions. This includes having experience in organizing training and workshop events.
- **Specific professional experience (2.2.4):** At least four years of experience in research, data collection, data analysis, and reporting preferably in the field of energy. Experience in standards and conformity assessment in the field of energy testing, including testing infrastructure within the country and in the region.
- **Regional experience (2.2.6):** At least one year of experience working on similar projects in Uganda. Familiar with the geographical landscape of Uganda.

7. Application Procedure:

REQUEST FOR BIDDING/ TENDERING DOCUMENTS AND DETAILED TERMS OF REFERENCE.

Interested and eligible bidders shall obtain detailed bidding/tendering documents in soft copy form only. Kindly submit your request for bidding/ tender documents by emailing them to

procurement-GIZ-Uganda@giz.de starting from the first date of publication of this tender up to 4: 00 pm EAT/ 3:00 CET, 2nd October 2024, by clearly indicating in the Subject Title: **Tender reference number: 83473049 “HTCC Uganda Capacity Assessment Bid Application ToR Request: [Insert Company Name] and [Insert Submission Date]”**

BID SUBMISSION DEADLINE

Interested bidders should submit their bids/offers electronically by **10th October 2024 at 4:00 PM (EAT)** to UG_Quotation@giz.de. Please by clearly indicating in the Subject Title: **Tender reference number: 83473049 “HTCC Uganda Capacity Assessment Bid Application ToR Request: [Insert Company Name] and [Insert Submission Date]”**

NOTE:

Failure to indicate the tender reference number in the subject may disqualify your offer directly as it may fail to be received in the tender box.

1. Late submissions will not be accepted!
2. Bids submitted with GIZ staff or other GIZ emails in copy shall be rejected.
3. Only bids submitted to UG_Quotation@giz.de are acceptable.
4. You should submit offers in PDF and zip folders.
5. Two separate emails should be used, one submitting a technical proposal offer and the second email submitting a Financial Proposal Offer.
6. Only File Transfer: <https://filetransfer.giz.de/> for submission of documents exceeding the default mail size of 30 MB should be used or use two separate emails one submitting the eligibility documents with the technical proposal/offer and the second email submitting the Financial Proposal/Offer. Please provide a password for your submission immediately and reference the tender number to which the password applies.
7. Failure to follow the above instructions may lead to your offer to be encrypted and rejected.

REQUEST FOR CLARIFICATIONS ON BIDDING DOCUMENTS/SPECIFICATIONS/TERMS AND CONDITIONS OF THE TENDER.

All requests for clarifications to this tendering process shall be shared in writing and should be addressed to GIZ Uganda via email at procurement-giz-uganda@giz.de. Please indicate in the subject tender reference number: **83473049- HTCC Uganda Capacity Assessment Bid Application ToR Request, Bids/ Offers Submission Deadline date and time.**

All queries about this tender should be electronically channeled to the GIZ Office Kampala procurements team (procurement-giz-uganda@giz.de). Requests for clarification should be received no later than five days before the submission deadline.

GIZ is under no obligation to award the lowest or any other bidder and may cancel the whole process when it deems fit without giving any prior justification or notification to any prospective bidder(s).