

# Terms of Reference: “Expert to conduct assessment report for Democratic Republic of Congo”

## 1. Background information

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**CORE** is an international initiative initiated by the Alliance for Rural Electrification (ARE), International Renewable Energy Agency (IRENA), Sustainable Energy for All (SEforALL), UN Environment Programme (UNEP), United Nations Industrial Development Organization (UNIDO) and International Copper Alliance (ICA). CORE is managed by ARE.

**CORE’s** mission is to enable resilient rural and peri-urban communities by ensuring safety, efficiency and reliability become the cornerstone of decentralised electrification.

**CORE** primarily achieves this mission through training of trainers (ToT) with partner universities and training institutions at the national level. Trainings may for example focus on clean energy mini-grid system design, installation, operations & maintenance and entrepreneurs.

**CORE** has contributed to and implemented trainings in more than a dozen countries, including Ethiopia, Nigeria, Kenya, Lesotho, Malawi, Philippines, Thailand, Uganda and Zambia and contributed to train more than 50 trainers and more than 1,100 practitioners.

## 2. Objectives

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The objective of this activity is to **identify training partners and collaboration opportunities** for CORE in the Democratic Republic of Congo (DRC).

## 3. Scope of work

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CORE is seeking an expert to identify training partners and opportunities for CORE in the Democratic Republic of Congo (DRC). This may for example include partnerships with:

- Universities with relevant educations across DRC (e.g., electrical engineering or the like)
- Technical and vocational education centres (TVET) throughout DRC
- Other training institutions
- Private sector companies offering training
- Public sector partners working on and/or certifying training programmes in DRC

**The final output will be an up to 8-page assessment report.** The report should include:

- Details of all relevant potential training partners for DRE trainings for CORE in DRC, such as:
  - o Universities

- TVET institutions
- private sector companies
- public sector partners working on and/or certifying training programmes in DRC
- List of activities of each of the potential partners identified
- Geographical areas of activities of each of the potential partners identified (region and city/town/village(s) in DRC)
- Contact details of each potential partner (name, position, email and WhatsApp).
- Recommendations on activities and means to engage with each of the potential partners identified

The report may be delivered either in **English or French** to CORE and will not be published publicly. The report will be the property of ARE, as the managing entity of CORE.

The deadline for submission of this report is **31 August 2023**.

The selected expert is expected to be based in DRC.

#### 4. Required documents

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Bidders are required to submit the following documents to Jens Jæger, Director of Policy & Business Development, ARE & Manager, CORE: [j.jaeger@ruralelec.org](mailto:j.jaeger@ruralelec.org)

- a. **Technical proposal** of maximum three pages on the proposed methodology, timeline for delivery of materials and experience of the expert(s) in delivering similar trainings
- b. **Financial proposal** of no more than 1 page (in USD)
- c. **CV** of the expert(s) in format of choice.

#### 5. Timeline

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The deadline for submissions of proposals is **14 July 2023 (23:59 CET)**.

The selected expert(s) will be contacted by **end July 2023**.

The deadline for submission of the assessment report is **8 September 2023**.

#### 6. Fees

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The selected expert(s) will be paid an all-inclusive service fee for the delivery of the trainings.

The fees quoted in the Financial proposal should include all charges related to the assignment and are not subject to change after signature of the contract.

#### 7. Payment schedule

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Payments to the selected expert will be made along the following schedule:

- 25% upon signature of contract
- 75% upon submission of final report

Payments will be payable within 60 days upon receipt and acceptance of deliverable and invoice (electronic version) indicating the contract number and instalment requested.