****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**

**REFERENCE NO: EOI NO. EPA/E&E/CON/ICS/004/2025**

**To conduct an impact assessment of eco-stove training beneficiaries across Liberia and identify successful entrepreneurs that can be supported to scale up**

**TERMS OF REFERENCE FOR CSO/FIRM**

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| **Job Title** | | National Consulting Firm | |
| **Division/Department** | | Energy & Environment/Environmental Protection Agency/EPA | |
| **Program/Project Number** | | UNDP Energy & Environment Program/Country Program Support | |
| **Activity (3.1) Result** | | Conduct impact assessment of eco-stove training beneficiaries across Liberia and identify successful entrepreneurs that can be supported to scale up | |
| **Assignment** | | To conduct an impact assessment of eco-stove training beneficiaries across Liberia | |
| **Location** | | Across Liberia (Counties that benefited from the Eco-stoves training program) | |
| **Reports to** | **Energy & Environment Coordinator/EPA-UNDP** | **Consultancy Duration:** | 3 months (March 1 – June 1, 2025) |
| **BACKGROUND** | | | |
| The Environmental Protection Agency (EPA) through the United Nations Development Program (UNDP) Energy & Environment Program/Country Program Support intends to support the Government of Liberia through the Environmental Protection Agency to conduct an impact assessment of eco-stove training beneficiaries across Liberia and identify successful entrepreneurs that can be supported to scale up.  Clean and reliable energy helps to reduce Carbon dioxide emissions, improve health resulting from reduced indoor air pollution, and create employment opportunities such as stove manufacturing, distribution, solar assembly, etc. Eco-stove provides an affordable alternative to gas and electronic stoves yet maintains the same technological advantages.  The use of eco-stoves ensures 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 hours 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.  Pursuant to this, the EPA with support from the United National Development Program (UNDP) intends to hire a Firm to conduct an impact assessment of eco-stoves training beneficiaries across Liberia and identify successful entrepreneurs that can be supported to scale up. Considering this, the EPA through the Energy & Environment Unit requests the services of a Firm to work in collaboration with the EPA in achieving this objective.  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 works to empower the population and build a resilient nation. It supports the government in developing and implementing interventions aimed at improving the lives of the people, including women, youths, and People with Disability (PWD).  **Contract and Reporting Requirements**  The Firm will be hired against a performance-based contract for (Three (3) Months, March 1 to June 1, 2025). The Firm will report to the Coordinator of the EPA-UNDP Energy & Environment Unit. The Firm shall submit the reports summarized below, for the respective period(s). All documents/reports should be issued in English, and submitted in both hard and electronic copies.   * Progress Reports: The Consultant shall prepare concise reports (Inception & draft) with relevant information on progress, highlighting achievements, emerging issues that need to be clarified with the client, and recommendations. * Final Report: Before the end of the assignment: The Consulting Firm shall submit a final report detailing all the activities undertaken. The report should outline achievements, issues, and lessons learned.     **Scope of Work and Tasks**  The Firm will have the following responsibilities:   * Conduct a study and review of reports/findings of the Eco-stoves program implemented from 2020 to 2024. * Development of detailed scope and guidance on content and proposed methodologies * Field visit(s) and engagement with beneficiaries * Identify successful entrepreneurs and generate impact stories that can inform support for successful entrepreneurs to scale up * Provide a verifiable list of identified entrepreneurs to EPA to facilitate the mobile money disbursements of small grants for successful beneficiaries with ongoing eco-stove business * Liaise with the CSOs/ Firms that implemented the programs over the years. * Document lessons learned and challenges   **Job Responsibilities:**   1. conduct an impact assessment of eco-stove training beneficiaries across Liberia 2. Review and recommend the appropriate approaches to implement the Eco-stoves training program, and how to scale up. 3. Provide small grants for successful beneficiaries 4. Recommend how to sustain the program across Liberia 5. Submit the final report in both soft and hard copies.     **Key Expected Results**   * Eco-stoves Impact assessment conducted across Liberia * Successful entrepreneurs who can be supported to scale up are identified and supported by at least Ten (10) persons. * A comprehensive report is developed documenting lessons learned, challenges, and recommendations on how to sustain and scale up the program.   **Functional Competencies:**   * A team with excellent and effective communication (verbal and written) skills, including ability to prepare reports and conduct presentations by clearly formulating positions on issues, articulating options concisely conveying maximum necessary information, making and defending recommendations; ability to convey difficult issues and positions to the public. * A team with demonstrated knowledge/experience of working in the energy and environment sectors * Experience in working with Government, International partners, local CSOs, and communities | | | |

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| **Qualification**   * A registered and tax-compliant Liberian Consulting Firm. * A team with functional competence in conducting assessment and report writing. * More than two to five (2 to 5) years of demonstrated functional experience in performing similar services requested. * A team with knowledge and experience in Environmental Management, land use policy/planning, Conservation and energy and environment sectors and related fields |
| **ALL APPLICATION SHOULD BE ADDRESSED TO:**  **ATTENTION:** Mr. Pescee T. Doe  **Assistant Director/Procurement**  Environment Protection Agency (EPA)  4th Street, Sinkor  1000 Monrovia, 10 Liberia  P.O. Box 4024  or through email (https://mail.google.com/mail/u/0/images/cleardot.gifptdoe@epa.gov.lr), indicating in the subject area **“To conduct an impact assessment of eco-stoves training beneficiaries across Liberia and identify successful entrepreneurs that can be supported to scale up”.** The closing date for submission of Expression of Interests (EOIs) is **4 PM, February 24, 2025**. 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 CVs, Technical and Financial Proposals, Business Registration & Tax clearance.**  **NOTE**: This information is also posted on these websites: [www.emansion.gov.lr](http://www.emansion.gov.lr), [www.ekmsliberia.info](http://www.ekmsliberia.info)., [www.epa.gov.lr](http://www.epa.gov.lr) and local dailies. |