



MULTI COMMUNITY BASED DEVELOPMENT INITIATIVE (MUCOBADI)

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FROM: Procurement Unit
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REQUEST FOR PROPOSAL FOR CONSULTANCY SERVICES TO SUPPORT PRODUCTIVE USE OF ENERGY (PUE).

MUCOBADI- ICARE Activity seeks proposals from energy firms for Carrying out consultancy services to support Productive Use of Energy.

Terms of Reference for Consultancy Services to Support Productive Use of Energy (PUE) Integration and Capacity Building under the USAID/ICARE Project

1. Introduction

Multi-Community Based Development Initiative (MUCOBADI), founded in 2000, is a local NGO dedicated to supporting communities, especially those affected by HIV, to improve health and productivity. Registered as an NGO and incorporated as a company limited by guarantee, MUCOBADI operates with the vision of "A Self-Sustaining Healthy Community" and the mission of "Partnering with communities to identify, analyze, and respond to socio-economic barriers of the most vulnerable." With interventions across over 1/4 of Uganda's districts, MUCOBADI serves areas in Bugiri, Namayingo, Bugweri, Iganga, Mayuge, Jinja, Kamuli, and beyond.

MUCOBADI is an implementing partner for the **USAID/Improving Care and Resilience for Children and Youth Activity (USAID/ICARE)** in East Central Uganda. This project works to prevent new HIV infections and reduce vulnerability among Orphans and Vulnerable Children (OVC) and their caregivers. Key outcomes include enhanced identification, retention, and viral suppression among HIV-positive children and adolescents, along with improved health outcomes for vulnerable youth.

2. Technical Background

Since 2000, the Government of Uganda, with development partner support, has expanded rural electrification, increasing connections to the national grid from 6% in 2006 to 19% in 2023. Currently, however, only 5.2% of the rural population has access to electricity, compared to 57.2% in urban areas. Off-grid solar photovoltaic solutions have since emerged as a viable alternative, especially for last-mile, cost-effective rural access, given reduced prices, innovative products, and accessible payment systems.

Despite the shift to solar energy, rural adoption has largely been limited to basic lighting rather than productive uses, such as agro-processing or improved healthcare services. Programs like USAID's Power Africa aim to address this gap, supporting rural communities, especially vulnerable groups and women-led businesses, by expanding the productive use of energy (PUE) for economic growth and better health outcomes. A 2022 survey by the Lawrence Berkeley National Laboratory revealed that women-led businesses with access to electricity demonstrated low adoption of PUE functions, with 81% of women expressing interest in efficient PUE equipment to expand their businesses. Despite this, financing for PUE solutions remains limited, with 48% of women never having received loans to finance such connections. In agriculture, women, though making up over half of Uganda's agricultural workforce, often have lower productivity than men due to limited resources and access to modern equipment.

In the health sector, women and youth are disproportionately affected by HIV. According to the Uganda AIDS Commission, 61% of those living with HIV are women, resulting in an increased number of OVC. PUE could help alleviate the burden of caregiving for HIV-affected households by enhancing income-generating opportunities and supporting efficient, time-saving energy applications in both household and business settings.

USAID/Uganda works with over 500,000 individuals impacted by HIV, including OVC, caregivers, and community members engaged in agriculture as their primary livelihood. Studies indicate that extending electricity access can substantially improve agricultural productivity by enabling mechanized post-harvest processing, reducing losses, and enhancing product quality. These benefits can lead to greater income generation and contribute to economic growth in rural Uganda.

A report by the Rocky Mountain Institute estimates that the potential revenue from agricultural productivity and processing in rural areas could reach \$4 billion by 2025 through the use of electricity, with an annual revenue potential of \$22 million.

3. The ICARE Activity

MUCOBADI implements the **USAID/ICARE** project in East Central Uganda, targeting 47,871 OVC and caregivers across 10 districts of Jinja, Kamuli, Mayuge, Bugiri, Iganga, Bugweri, Namayingo, Buikwe, Kayunga, Mukono, and Jinja city. ICARE's primary goals are to prevent new HIV infections, reduce vulnerability, and improve health and resilience for OVC and caregivers. Key interventions focus on strengthening HIV services, enhancing adolescent health, and preventing violence against children and youth.

This RFP outlines activities under **Sub Result 2.2: Increased Access to Education, Business Development, and Entrepreneurship Skills for High-Risk Adolescents**. These efforts will support MUCOBADI's goal of integrating clean energy into ICARE programming, thereby enhancing the economic livelihoods of OVC, caregivers, and community members.

4. Planned Activity

MUCOBADI has secured Power Africa funding to integrate productive energy use (PUE) in the agriculture and health sectors within the USAID/ICARE Activity. Through this activity, MUCOBADI aims to stimulate economic transformation by promoting PUE applications in agriculture and health for income generation and improved quality of life. The activity will be implemented in the 10 districts and one city.

5. Objectives

The consultancy firm engaged for this project will work closely with the **ICARE senior leadership team and Technical Advisors** to achieve the following objectives:

1. **Promote last-mile solar PUE distribution** through partnerships with women-led groups in agriculture and health sectors.
2. **Integrate youth**—particularly those affected by HIV—into the off-grid solar supply chain through Village Savings and Loan Associations (VSLAs) and partnerships with solar entities.
3. **Equip farmer and women groups** with skills to support last-mile solar penetration and pilot business models adoptable by off-grid entities.
4. **Develop an energy-as-a-service model** for cooperatives in the agricultural value chain to encourage PUE adoption.

6. Detailed Tasks

Task A: Advance energy access to support women and youth in business, income diversification, and health improvements, especially for HIV-affected households.

- **Identify and work with 3 women and youth-led** cooperatives to promote PUE through solar solutions.
- **Train cooperative management** on PUE integration in their business models.
- **Facilitate matchmaking** with solar vendors and financial institutions through exhibitions, matchmaking sessions, and market days.

Task B: Collaborate with five established farmer cooperatives (including those with members affected by HIV) to demonstrate the viability of cooperatives as channels for last-mile solar PUE distribution in the dairy and grain sectors.

- **Develop a market approach** for off-grid PUE solutions tailored to cooperative structures.
- **Support three cooperatives** in structuring an energy-as-a-service business model with an Energy Service Company (ESCO), enabling solar-powered solutions for production and processing.

Task C: Build the resident capacity of ICARE staff to ensure the sustainability of the PUE integration project.

- **Train the ICARE team** on PUE and solar energy applications relevant to agriculture and health.
- **Develop training materials** for continuous staff learning on clean Renewable Energy and productive Use of energy.

Task D: Develop a **Monitoring, Evaluation, Accountability, and Learning (MEAL) framework against which output performance will be evaluated**

- **Integrate MEAL components** specific to energy utilization, economic outcomes, and health impact tracking.

Task E: Develop a set of recommendations for MUCOBADI in support of PUE institutional integration

7. Expected Deliverables

The consultant will be responsible for preparing and submitting the following deliverables:

- **Technical Proposal:** A comprehensive plan detailing the approach, methodology, and resources to be used in the assignment.
- **Financial Proposal:** A clear budget with itemized costs associated with each project activity.
- **Inception Report:** This will include an initial assessment, project plan, and a detailed Monitoring and Evaluation (M&E) Plan outlining how the project's progress and success will be measured.

8. Power Africa Indicators

No.	Indicator	Target
1.1.1	Electricity Access: Number of new grid and off-grid actual direct connections (PA#3)	1000
1.1.3	Number of productive-use off-grid devices or systems sold as a result of USG/Power Africa assistance (PA#27)	500
3.1.1	Number of companies participating in Power Africa Projects/Transactions (US; local; other) (PA#30)	5
3.2.3	Training and Capacity Building Activities: Number of people trained in technical energy fields supported by USG assistance (PA#18)	250
3.2.5	Number of institutions with improved capacity to address clean energy issues as supported by USG assistance (EG. 12-2)	8
	Financing Agreements (MOUs)	5
3.2.1	Amount of investment mobilized for clean energy as supported by USG Assistance (EG 12-4, PA#14)	\$150,000

9. Assignment Timeline

The assignment is expected to be completed within 7 months from the date of contract execution. Offerors are required to submit a detailed Gantt chart to support the proposed implementation timeline, ensuring that the consultant's activities are scheduled over the project period.

10. Branding and Marking Plan

Offerors must prepare and submit a **Branding and Marking Plan** as part of the technical proposal in response to this request for proposals. This plan should adhere to USAID's branding guidelines and outline how the project's brand will be represented across all deliverables.

11. Acceptance and Reporting Criteria

The consultant will report directly to the Deputy **Chief of Party (DCOP) of ICARE**, with ongoing support from MUCOBADI's **PUE Advisor**. All deliverables will be reviewed by MUCOBADI, which will provide feedback and final approval within one week of submission. To facilitate efficient execution, the consultant may propose implementing certain components of the assignment concurrently where feasible.

12. Qualifications and Experience

The consultancy firm selected for this project must meet the following qualifications:

1. **Experience in the Energy Sector:** At least 5 years of experience working in the energy sector, with specific knowledge of Uganda's rural electrification agenda.
2. **Previous PUE Assignments:** Proven experience in implementing at least 5 PUE assignments over the past five years within Uganda, including two assignments funded by USAID Power Africa. This experience should be detailed, with references, in the past performance section of the technical proposal.
3. **Physical Presence in Uganda:** The firm must have an established office in Uganda.
4. **Client References:** Provide a minimum of three reference letters from clients for similar scopes of work (SOW).
5. **Experience with Cooperatives and Associations:** Demonstrated experience working with groups, cooperatives, or associations within Uganda.

MUCOBADI is committed to fair and competitive procurement processes, and we are inviting confidential written proposals from qualified firm. Evaluation criteria shall be based on Preliminary, Technical and Financial Evaluation as follows;

For **Preliminary Evaluation** the firm is required to submit;

1. Certificate of incorporation or registration
2. Copy of a Valid trading license.
3. Audited accounts for period 2021/2022
4. Copy of a Valid practicing certificate from any other accreditation certificate.
5. Copy of WHT Exemption certificate (Where applicable)
6. Company Profile
7. Certificate of regarding debarment, suspension and Certificate regarding terrorism financing certificate Signed (Attached on RFP)

Technical evaluation

8. The firm must have previous acceptable experience in USAID activities as per item 12 above
9. Staff qualifications (Team lead) should have a Masters degree in Sustainability Energy or its equivalent.
10. Proposed Methodology/ Approach.
11. Work plan through Gannt chart
12. Firm has been in operation at least five years within Uganda.

Financial Evaluation

13. Cost break down (In UGX)

Please include in your financial proposal information relating to the following;

- a. Payment terms (Prepaid/ post payment)
- b. Completion period from the point of signing the contract.
- c. Banking details

Team lead Qualifications

The Consultant should have at minimum a Master's Degree in Sustainable energy (Attach evidence)

- At least 7 years demonstrated knowledge and experience in sustainable energy.
- Must have Excellent analytical and report writing skills.
- Must have demonstrated knowledge and experience in USAID Rules & Regulations.

MUCOBADI RESERVES THE RIGHT, AT ITS DISCRETION, TO MODIFY THE REQUEST, TO ALTER THE SELECTION PROCESS IN ANY WAY, TO ASK FOR ADDITIONAL INFORMATION FROM OFFERORS, TO REJECT ANY AND ALL PROPOSALS AND/OR TO MODIFY OR AMEND THE SCOPE OF SUBMITTED PROPOSALS. THE RELEASE OF THIS RFP IS NOT A COMMITMENT TO AWARD A CONTRACT.

Proposals will be evaluated on quality, cost, business issues, appropriate technical and support capacity, and the overall ability to best meet the needs of the project

Your proposals shall quote our reference number above. It shall be dated and include full contact details, name and signature of the person issuing it and official seal/stamp of the company.

Please deliver one hard copy to any of the physical address below or send your soft copy proposals to; procurement@mucobadi.org

Physical Location: MUCOBADI REGIONAL OFFICES

PLOT 15B, Kiira Road- Jinja, Jinja City

Or

MUCOBADI LIAISON OFFICE

Kampala Office –UHMG Complex, Plot 20/21 Martyrs Crescent,

Proposals should be addressed to the **Procurement Department** in **PDF** File.

All proposals received by MUCOBADI will be considered confidential, and will not be shared with other bidders.

Any inappropriate action to influence the award including personal incentives to MUCOBADI staff is prohibited.

How to Apply:

Interested candidates are invited to submit both technical and financial proposals in PDF format detailing their experience and qualifications for the role to procurement@mucobadi.org by December 20, 2024 at 4pm

Please Note:

MUCOBADI is an equal employment opportunity employer and is against any form of discrimination against PLHIVs, Women, and PWDs and is committed to child and vulnerable adult safeguarding standards and principles

ATTACHMENT 1 (to be signed by the vendor)

CERTIFICATION REGARDING TERRORIST FINANCING

Within the following certification the term “MUCOBADI” shall be substituted for the term "USAID".
“Quote/proposal shall be substituted for the term “application”.

CERTIFICATION:

By signing and submitting this certification, the prospective recipient provides the certification set out below:

1. The Recipient, to the best of its current knowledge, did not provide, within the previous ten years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts, as that term is defined in paragraph 3.

2. The following steps may enable the Recipient to comply with its obligations under paragraph 1:

a. Before providing any material support or resources to an individual or entity, the Recipient will verify that the individual or entity does not (i) appear on the master list of Specially Designated Nationals and Blocked Persons, which list is maintained by the U.S. Treasury’s Office of Foreign Assets Control (OFAC) and is available online at OFAC’s website :

<http://www.treas.gov/offices/eotffc/ofac/sdn/t11sdn.pdf>, or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by USAID to the Recipient.

b. Before providing any material support or resources to an individual or entity, the Recipient also will verify that the individual or entity has not been designated by the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the “1267 Committee”) [individuals and entities linked to the Taliban, Usama bin Laden, or the Al Qaida Organization]. To determine whether there has been a published designation of an individual or entity by the 1267 Committee, the Recipient should refer to the consolidated list available online at the Committee’s website: <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>.

c. Before providing any material support or resources to an individual or entity, the Recipient will consider all information about that individual or entity of which it is aware and all public information that is reasonably available to it or of which it should be aware.

d. The Recipient also will implement reasonable monitoring and oversight procedures to safeguard against assistance being diverted to support terrorist activity.

3. For purposes of this Certification:

a. “Material support and resources” means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.”

b. "Terrorist act" means:

(i) an act prohibited pursuant to one of the 12 United Nations Conventions

and Protocols related to terrorism (see UN terrorism conventions Internet site: <http://untreaty.un.org/English/Terrorism.asp>); or

(ii) an act of premeditated, politically motivated violence perpetrated against noncombatant targets by subnational groups or clandestine agents; or

(iii) any other act intended to cause death or serious bodily injury to a civilian, or to any other person not taking an active part in hostilities in a situation of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.

c. "Entity" means a partnership, association, corporation, or other organization, group or subgroup.

d. References in this Certification to the provision of material support and resources

shall not be deemed to include the furnishing of USAID funds or USAID-financed commodities to the ultimate beneficiaries of USAID assistance, such as recipients of food, medical care, micro-enterprise loans, shelter, etc., unless the Recipient has reason to believe that one or more of these beneficiaries commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

e. The Recipient's obligations under paragraph 1 are not applicable to the procurement of goods and/or services by the Recipient that are acquired in the ordinary course of business through contract or purchase, e.g., utilities, rents, office supplies, gasoline, etc., unless the Recipient has reason to believe that a vendor or supplier of such goods and services commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

This Certification is an express term and condition of any agreement issued as a result of this application, and any violation of it shall be grounds for unilateral termination of the agreement by USAID prior to the end of its term.

OFFEROR: _____

Authorized Signatory: _____

Title: _____

Date: _____

ATTACHMENT 2 (to be signed by the vendor)

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, OR PROPOSED DEBARMENT

By signing and submitting this certification, the prospective recipient provides the certification set out below:

By signing and submitting this certification, the prospective recipient provides the following assertion:
to the best of its knowledge and belief, the prospective recipient and/or any of its Principals are () are not () presently debarred, suspended, proposed for debarment, or declared ineligible for award of contracts by any Federal agency.

OFFEROR: _____

Authorized Signatory: _____

Title: _____

Date: _____