

# Call for Consultants: Liberia Off-grid Energy Business Support

**The Power Africa Off-grid Project is looking to contract a consultant to support its business-focused technical assistance to off-grid energy companies in Liberia.**

## **BACKGROUND**

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The Power Africa Off-grid Project is a four-year contract between the United States Agency for International Development (USAID) and RTI International. The project intends to accelerate off-grid electrification across sub-Saharan Africa to support Power Africa's Beyond the Grid initiative which contributes to the goal of facilitating 60 million new connections by 2030. Power Africa defines access as the direct or actual number of new households and businesses connected to electricity via an on-grid or off-grid solution. The Power Africa Off-grid Project focuses on accelerating off-grid energy access through solar household systems and micro-grids, with the goal of facilitating six million new electricity connections by 2022. By improving market and regulatory structures, as well as improving access to private capital for the commercial off-grid sector, the project will substantially increase energy access through off-grid energy solutions and enable better development outcomes for those who gain access to energy.

## **SCOPE**

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Liberia Off-grid Energy Business Support Consultant (the "Business Consultant")

### **Location:**

Monrovia, Liberia

### **Statement of Work:**

The Business Consultant will act as an advisor and team member of the Power Africa Off-grid Project. The Business Consultant will provide business-focused technical assistance to several leading off-grid energy companies in Liberia, organize and participate in stakeholder consultations, collect and disseminate relevant market intelligence for the companies, and provide expertise and analysis of the off-grid sector in Liberia. Responsibilities will include:

- Organize and hold meetings with relevant stakeholders in Liberia, as required, including off-grid energy companies, international organizations with off-grid programs, financial institutions, government ministries, and others that are working in the sector in country.
- Provide tailored business-focused support to all applicable off-grid energy companies in Liberia, as decided with the Power Africa Off-grid Project's Liberia Country Advisor. This support will include advice and training on business models; financial summaries; distribution and retail strategies; and access to finance and consumer finance strategies.
- Interview stakeholders to gather relevant market intelligence related to the off-grid energy sector; access to finance; business models; scale-up; market entry; off-grid policies and regulations; among others.
- Analyze data collected through stakeholder consultations and develop narrative on detailed findings and recommendations to be shared with all relevant stakeholders including USAID/Power Africa, Government of Liberia and off-grid energy companies in Liberia.

- Provide input into weekly, monthly and quarterly reports on support provided to various off-grid companies, as well as meetings attended, and market intelligence provided. Provide any other written summaries as required by the Power Africa Off-grid Project.

### Timeline and Deliverables

Date(s)	Milestone/Deliverable
January 2020	Assist with setting up relevant meetings for the Power Africa Off-grid Project's Liberia Country Advisor and help to continue support to off-grid companies and other relevant stakeholders in Liberia.
January-March (ongoing)	Provide tailored business-focused support to relevant off-grid companies.
Early Jan 2020 (date TBD)	Attend the launch of the Power Africa Off-grid Project's support program in Liberia planned for early 2020.
Jan-March (ongoing)	Provide input into progress reports (weekly, monthly, quarterly, etc).
January, 2020	Draft Market Intelligence Report
Jan 9, 2020	Draft database of funding opportunities showing the sources of funding, the application process, and eligibility criteria for each company
Feb 14, 2020	Draft training manual compiling tailored distribution and retail training
Feb 24, 2020	Draft training manual compiling tailored business and finance training

**Estimated Level of Effort:** Up to 30 days from January 2<sup>nd</sup>, 2019, to March 31<sup>st</sup>, 2020.

This Business Consultant will report to the Power Africa Off-grid Project Liberia Country Advisor and the Power Africa Off-grid Project Deputy Chief of Party.

**Payment Schedule:** The Business Consultant will be paid monthly upon invoice submission and project's acceptance of deliverables.

### SUBMISSION GUIDELINES

**Interested consultants are requested to submit their qualifications by email to [paoprocurement@powerafrica-offgrid.org](mailto:paoprocurement@powerafrica-offgrid.org) by December 20, 2019.**

#### Required documentation:

In addition to demonstrating the specific requirements set out below, interested consultants should provide the following:

1. Resume
2. Three previous consultancies demonstrating past performance similar to this proposed scope of work, signed by both parties
3. A short (5-7 pages) background and description of the consultant's ability to provide the support requested