

Terms of Reference (ToR)

Performance Assessment of Tara Khola Mini Hydropower Project Baglung

1. Background

The 380kW Tara Khola Mini Hydropower Project was completed in October 2019 and provides quality electricity services to 1800 households (HHs) and over 45 stone quarries, 4 rural carpentries and 12 sawmills that employ 300 women and men locally. The project was developed with subsidy from Alternative Energy Promotion Centre (AEPCC) and community equity and loan and technical support of Renewable Energy for Rural Livelihood (RERL). The project was initially promoted by a Users' Group which later decided to register as the Tara Khola Jalbidyut Company Limited, development and management of off grid RE systems by a company is rare in Nepal. Further, the company signed a Net Metering Agreement with Nepal Electricity Authority (NEA) in 2021 and has been continuously exporting surplus electricity to the national grid. Likewise, to operate and manage the project, the company has hired 3 operators, a linesman and a manager who were all trained by AEPCC/RERL for enhancing their skill for proper handling of machinery and equipment and management of a public limited company.

2. Objective

The objective of the assignment is to conduct performance assessment of the Tara Khola Mini Hydropower Projects (TKMHP) and its owner the Tara Khola Jalbidyut Company Limited to evaluate the status of the plant, operational efficiency, issues, community engagement, benefits.

3. Scope of Work

- a. The consultant shall conduct desk study of the existing reports, documentary, etc.
- b. Prepare and get approval from AEPCC/RERL on required forms/formats/questionnaire.
- c. Visit Tara Khola Mini Hydropower Plant to assess the condition and performance of the systems.
- d. Evaluate the efficiency and technical performance of the TKMHP, including the power quality, performance, availability and reliability of the plant.
- e. Examine the management structure of the TKMHP including suitability (accountability, transparency, profitability, efficiency, tariff setting, collection, maintenance fund, etc.) of the institutional arrangement in place.
- f. Evaluate the revenue generation, income from different sources, expenditure details and financial performance.
- g. Visit at least 50 consumer households/shareholders and get feedbacks on quality and reliability of electricity and related services and their satisfaction.
- h. Visit at least 15 productive energy uses, at least 2 stone quarries and slate producers, 2 carpentries, 2 poultries, 1 metal workshop and 2 eateries to get feedbacks on quality and reliability of electricity and related services.
- i. Conduct focus group discussion and get feedbacks from other users ensuring representation of all categories of consumers including women, ethnic minorities, poor and other marginalized groups on quality and reliability of electricity and related services. and user satisfaction.
- j. Conduct focus group discussion and get feedbacks from productive end uses on quality and reliability of electricity and related services. and their satisfaction.

- k. Conduct discussion with local government and get feedbacks on quality and reliability of electricity and related services. and their satisfaction.
- l. Identify and document issues and challenges for sustainability of the plant and provide corrective measures.
- m. Identify and elaborate on the key success factors of the Tara Khola Mini Hydro Project

4. Output/Deliverables

The followings will be suggested outputs of the assignment:

- Performance Assessment Report of the Tara Khola Mini Hydropower Projects including details as mentioned in the clause of Scope of Works.

5. Qualifications of Consultant

Minimum a Master’s Degree in Rural Development, Social Science, Management and related field with 7 years’ working experience with ability to undertake assessment of development projects independently.

6. Duration

The duration of this task shall be two months from the day of signing the contract.

7. List of Document Required

| S.N. | List of Documents |
|------|--|
| 1 | Copy of Company/Firm Registration Certificate with updated renewal |
| 2 | Copy of VAT Registration Certificate |
| 3 | Copy of TAX Clearance Certificate of F. Y. 2078/79 |
| 4 | Latest Signed Resume of resource persons (as per ToR) |
| 5 | Financial Proposal with signed cover letter including VAT (as per given format) |
| 6 | Experience of Firm and individual that signifies the working knowledge in micro hydro related field. |

8. Terms of Payment

The payment will be made on the instalment based on upon signing of the contract. Final payment will be made after completion of 2 months. **The payment will made under TRAC Fund, Activity Result 1, Output 1.3 Knowledge Products**

Amount in percentage

Payment

- | | |
|--------|---|
| 1. 20% | Upon the Submission of Inception Report |
| 2. 50% | After the development of draft website |
| 3. 30% | After the completion of the assignment |

The payment will be provided to the consultants after completion of the assignment and upon approval of report by RERL.

9. Selection/Evaluation Process

The selection will be followed based on Least Cost Based Selection (LCBS) between the firms whose technical criteria meet as per Term of Reference.

10. Acceptance of Proposal

All rights are reserved with AEPC/RERL either to approve or disapprove any proposal without giving any reasons whatsoever. If needed, the consultant will be asked for modifications and presentations of the proposal before approval.

11. Force Majeure

Without prejudice to their rights the Government and the service provider shall not be held responsible nor suffer any financial loss should the performance of the contract be delayed or prevented by an event of Force Majeure, which shall include, but not limited to strikes, riots, civil commotion, fire accident or any other incident beyond the control of either party here to which neither party was aware of or could have foreseen at the time of signing of this contract. In the event of an occurrence of the Force Majeure, either party shall notify other of the event or during such event the rights and obligations of either party shall automatically be suspended.

Annex I

Detailed Budget Estimate

Hiring of consulting firm to provide service for Conducting Performance Assessment of Tara Khola Micro Hydropower Project

| S.N. | Particulars | Unit | Quantity | Rate | Total Amount (NPR) |
|------|--------------------------|------------|----------|------|--------------------|
| 1 | Human Resource Cost | | | | |
| 1.1 | | Days | | | |
| 1.2 | | Days | | | |
| 2 | Travel Cost | | | | |
| 2.1 | Field Visit Cost | Per Person | | | |
| 3 | report preparation | | | | |
| 4 | Base cost (1+2+3) | | | | |
| 5 | VAT (13 % of base cost) | | | | |
| 6 | Grand Total (5+6) | | | | |