



Republic of Botswana



Expression of Interest

“Consultancy for the Development of a Rural Energy Services Franchise Documentation Package”

CLOSING DATE FOR SUBMISSION OF EOIs: Friday, 20 June 2008 at 12h00 (GMT+2:00)

Introduction

The *RE-Botswana* Renewable Energy-based Rural Electrification project is a collaborative project between the Government of Botswana and the Global Environment Facility (GEF) and is being implemented by the Botswana Power Corporation. The Programme aims to remove barriers to the utilization of renewable and clean energy in Botswana. A key output of this strategy is the establishment of a rural energy services company for the commercial provision of basic energy services using solar photovoltaics (PV) and efficient cooking appliances. To facilitate efficient replication, improve opportunities for investment and enhance involvement of private sector, this company will operate as a business format franchise.

The *RE-Botswana* project, in collaboration with the Botswana Power Corporation is in the process of identifying potential consulting firms for the ***“Consultancy for the Development of a Rural Energy Services Franchise Documentation Package”***.

Background

The Botswana Energy Master Plan, prepared in June 1996, commits Botswana to improving access to modern energy so as to facilitate equitable economic development. Subsequently, and in parallel with other activities, a GEF funded consultancy entitled, “Consultancy on identifying and overcoming barriers to widespread adoption of renewable energy-based rural electrification in Botswana” was undertaken and completed in October 2003. During these preparation activities, PV was identified as an appropriate technology for Botswana and it was acknowledged that there were important reasons to promote its use especially since it is such an abundant resource in Botswana. Taking into account the grid expansion plans, by 2009 it is expected that 42% of all rural villages and 99% of all localities in Botswana will still be without electricity services. However, even when the grid comes to a village less than 20% of households can afford to connect despite high demand. The potential for a affordable and flexible solar PV service in both grid and off-grid areas are therefore high.

The Rural Energy Services company was established by Botswana Power Corporation in 2008 to offer individual PV systems and efficient cooking options to an estimated 25 -35% of the presently unserved 160,000 rural households as a complement to grid services. To facilitate efficient replication, improve opportunities for investment, enhance involvement of private sector, and ensure local support is available, the company will operate as a business format franchise for its core services. Franchisees will offer approved products and services as well as develop an area through village-based sub-franchise micro-enterprises for selected services.

Objective(s)

The envisaged consultancy seeks to prepare the necessary legal and procedural documentation packages to deliver the Rural Energy Services as a national business format franchise. This will include preparation of a standard document package including Franchise Agreement, Area Development Agreement, Operations and Procedures Manuals (main franchise and sub-franchise), and Franchise Disclosure document. This must be prepared in accordance with best practice and regulatory requirement evident in the region.

Duration

The ***“Consultancy for the Development of a Rural Energy Services Franchise Documentation Package”*** shall be limited to four (4) months.

Eligibility criteria

The submissions shall be assessed according to the following criteria:

List of attributes	Benchmark
General Suitability of the Company/Individual for the assignment on basis of submitted documentation	100
General Qualifications and suitability of staff for the project (Qualifications in business and/or marketing or equivalent)	40
Professional experience of individual staff in franchise preparation and operation (particularly in a technical service related sector)	120

Work experience in the SADC region and Botswana	40
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Only individuals/companies that achieve 70% of the total score will be short-listed and shall be considered for the bid solicitation. The deadline for invited individuals/firms to submit proposals would be advised later. It should be noted that UNDP Botswana is not obliged to invite to participate in the subsequent bidding process any particular potential individuals/consulting firm that had expressed interested in this project.

Submission Details

The expression of interest must include the following documentation;

- Individuals/Company profile indicating core areas of expertise and experience, number of staff available for the intended project, their intended role, and their CVs (if individual consultant, a CV indicating qualifications and core areas of expertise and experience will suffice).
- Evidence of past successful experiences (names of projects, role in the project, contact persons, country of use) in supplying similar type of consulting services.
- Evidence of local knowledge and/or ability to work in the SADC region.

UNDP Botswana invites qualified individual/consulting firms that meet the list of attributes above to express their interest in providing the above services. The expression of interest should be marked with ***“EoI – Consultancy for the Development of a Rural Energy Services Franchise Documentation Package”*** and be received by UNDP Botswana no later than **12:00hrs (GMT+2:00), Friday, 20 June 2008.**

Interested individuals/ consulting firms should forward their expression of interest, together with the above documentation to the following address:

UNDP Botswana
Plot 22, Khama Crescent
Gaborone, Botswana
Attention: Energy and Environment Unit
Fax: +267 395 6093
Email: luca.perez@undp.org