

**TERMS OF REFRENCES**  
*For*  
**Provision of Consultancy Services on Verification and Certification  
of Solar Energy Interventions  
Islamic Relief Pakistan**



## **Background**

Islamic Relief Founded in the UK in 1984 as an International Relief and Development Charity. Islamic Relief aims to alleviate the suffering of the world's poorest people without discrimination. As a Non-Governmental Organization (NGO), the focus since inception has been responding to disasters and emergencies linking them to sustainable economic and social development by working with local communities regardless of race, religion or gender. Islamic Relief (IR) operates in more than 33 countries and it was established in Pakistan in 1992 with Area Offices in Baluchistan and AJK and a Country Office in Islamabad to coordinate operations across the country. Islamic Relief is registered in Pakistan with the Security & Exchange Commission of Pakistan. In addition, IR enjoys international membership with EAD.

Islamic Relief has launched a 28 months UK's Foreign and Commonwealth Office (FCO) funded project aims to improve the provision and management of basic agricultural livelihood, sanitation and hygiene, and lighting infrastructure to communities in District Chagai and District Noshki by March 2011. For the installation of 350 Solar Lighting Systems and 8 Solar Water Pumps in Dalbandin and Noshki Districts of Balochistan Islamic Relief has already contracted two separate Service Providers for Solar Lighting Systems and Solar Water Pumps respectively.

## **Objective**

*To monitor/ certify Islamic Relief's Solar Energy interventions (350 Solar Lighting Systems and 8 Solar Water Pumps) in Dalbandin and Noshki Districts of Balochistan province*

## **Scope of Work**

The scope of work includes monitoring of the Solar Energy interventions (350 Solar Lighting Systems and 8 Solar Water Pumps), providing technical guidance and participate in meetings with service providers to share the feedback, evaluating and certifying the completed solar energy activities of Islamic Relief. Detail is given below:

### **1. Verification and Certification of Solar Lighting systems (350 Systems):**

IR Has contracted a Service Providing company for the installation of 350 solar lighting systems (approximately 300 in Chaghi and 50 in Noshki District). One lighting system is composed of 3 solar lights and one system is for one house therefore it will benefiting 350 houses directly. The total number of villages will be approximately 10 (assumed as with an average of 35 houses per village) but the number of villages may vary as per the actual number of houses exist in each village.

Once the Service Provider complete the installation then the **Consultant** will have to visit these systems and verify and provide certificate if the work is being done as per agreed specifications and will also verify the items being used are the same as given in brochures provided by the service provider

IR has already signed agreement with the Service Provider which will end on 10<sup>th</sup> August 2009. The service provider is expected to complete the installation of lighting system by the end of July 2009. The Consultant has to visit all the lighting system and verify and provide certificate for all the lighting systems. This may approximately require at least 2 visits to Balochistan. Transport and boarding inside Balochistan will be provided by Islamic Relief.

## **2. Solar Water Pumps (08 Numbers):**

All of these 08 Solar Water Pumps will be installed in 8 different villages of District Chaghi. These pumps will be installed for provision drinking water to community in the villages. The Service Provider has given a contract up to till 20<sup>th</sup> August 2009.

The job of the consultant will be to visit the pumping sites for verification and certification after completion of installation by the Service Provider.

## **3. Participation in Meetings with Service Provider to represent IR technically:**

Meetings with the Service Provider will be arranged in IR office in Islamabad to discuss any technical issue related to project with the concerned Service Provider.

### **Outputs:**

1. *350 household Solar lighting systems are visited, verified and are certified*
2. *08 Solar Water Pumps are visited, verified and certified in Chaghi District of Balochistan.*
3. *Provide technical advice (feedback) to Service Providers if there is any deficiency in their work.*

### **Major Tasks to be performed:**

- 1.1 Participating in meetings with the Service Providers in IR Office Islamabad. In the meetings technical feedback will be provided to concerned Service Providers on the quality and quantity of their work
- 1.2 Conduct Field Visits to the project area (approximately 2-3 as per requirement)
- 1.3 Review of technical reports/documents and provide technical advice to IR
- 1.4 Verification and Certification of the work done by the service providers (already contracted by IR) after completion and provide recommendation for the release of payment to Service Providers

### **Reporting Formats:**

Reporting format for verification and certification of the systems will be designed on mutual consultation.

### **Proposal Covering Work Plan/Schedule:**

The proposal should cover the following

1. Profile and list of clients
2. Scope of work
3. Methodology
4. Detail plan/schedule
5. Detailed proposed budget

### **Assignment Duration:**

With in 2 months time period.