

CALL FOR EOI

Title of Consulting Service	Training Management for 3-day Hollow Concrete Block (HCB) Quality Enhancement Training
Project Name	BUILDING Energy Efficiency in Nepal (BEEN)
Funding Agency	European Union under SWITCH - Asia Grants Programme
Applications Calling Office	MinErgy Private Limited
Address	Dakshinkali Chowk, Lagankhel-5, Lalitpur

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Terms of Reference

A. Introduction

University of Innsbruck (UIBK), Austria in partnership with MinErgy Pvt Ltd, Nepal; Greentech Knowledge Solutions Pvt Ltd (GKSPL), India and Asociación Española de Normalización (UNE), Spain, is implementing a four-year project entitled BUILDING Energy Efficiency in Nepal (BEEN) with funding support from European Union (EU) under the SWITCH-Asia Programme. BEEN seeks to contribute in achieving low-carbon and resource-efficiency in the Nepalese building sector by integrating Energy Efficiency (EE) and Renewable Energy (RE) measures in design and constructions of new buildings as well as in retrofitting of existing buildings.

This project supports the realization of Sustainable Development Goals (SDGs) and aims to foster responsible consumption and production of resource efficient building materials in Nepal. BEEN intends to achieve the overall objective through:

a) Enhancing capacity of Building MSMEs (Micro Small and Medium Enterprises) to transform their services and products towards EE building designs, construction and/or retrofitting, and

b) Increasing awareness of Building MSMEs and end users to create market system for the promotion and use of EE building design.

It also seeks to coordinate with the federal, provincial and local governmental units to devise and implement policies and standards that promote EE in the building sector. Moreover, it aims to coordinate with banking and financial institutions to make financial products and services accessible for the promotion of EE and RE in the building and construction sector.

B. Context

Nepal is now one of the fastest urbanizing developing countries. It is estimated that 1 million homes will be built in Nepal in the next decade. Most buildings in Nepal are designed without considering the local climate. Increased urbanization, changing lifestyle and lack of climatic consideration will lead to an increased energy demand of the building sector in Nepal.

The use of building materials with high embodied energy will also result in higher carbon emission through the building sector. Hence, BEEN Project aims to promote resource-efficient materials such as Hollow Fired Bricks, Hollow Concrete Blocks (HCB), and Compressed Stabilized Earth Blocks (CSEB) to contribute to reduced Green House Gas (GHG) emission from the sector. To achieve this objective, the project is planning capacitate Micro, Small, and Medium Enterprises (MSMEs) involved in the production of these resource efficient building materials.

HCB is a vital and widely used walling material, particularly in areas where the production and supply of clay bricks are limited. However, due to the poor quality of the produced HCB, most customers are hesitant to use it for building construction. Instead, HCB is predominantly utilized for the construction of temporary structures like toilets and boundary walls. Hence, the project intends to conduct a 3-day quality enhancement training for HCB producers in its working provinces.

This EOI seeks to identify the organizations that can manage 3-day training on HCB quality enhancement.

C. Objectives

The objective of this assignment is to manage the HCB quality enhancement training given to existing HCB producers by the project.

D. Scope of work

Under this call, the selected organizations will carry-out the following tasks:

- Identify trainees (existing HCB producers), max 25 per training event from BEEN's partner municipalities. Refer potential training location in ANNEX 1.
- Finalize the list of trainees in collaboration with the BEEN Project.
- Identify training venue (class room & HCB production site) in coordination with BEEN project.
- Logistic management of trainees and participants (if needed)
- Manage the training event/s.
- Procure and manage training materials. Refer the material list is attached in ANNEX 3.

E. Deliverables

The following deliverables need to be submitted

Deliverable	Timeline
List of trainees	Before each training
Six trainings in the locations mentioned in Annex 1	By December 2024
Final training report (with attendance of participants)	Within two weeks of completion of training
Invoice	Within 7 days of approval of training report

F. Requirements of applicant

- The applicant organization should have organized and managed at least 5 trainings in the past three years.
- Experience of conducting HCB production or quality enhancement training will be an added advantage.
- The applicant organization needs to compose a team with below members

Personnel	Unit	Qualification
Logistic Manager	1	Bachelor degree in arts, commerce or any other relevant discipline At least 5+ years of experience in the field of event management/ training delivery / construction/ and project supervision
Finance Officer	1	At least Bachelor's degree in account/finance At least 2+ years of experience in account keeping

- Female candidates and candidates from ethnic minorities, socially excluded and disadvantaged groups are encouraged to be included in the team.

G. Instruction for submission of EOI

This EOI is open to all eligible firm / company/ organization registered in Nepal. EOI application should contain following documents:

- Organization documents
 - Copy of company/firm registration certificate
 - Copy of VAT/ PAN registration certificate
 - Copy of tax clearance for Fiscal Year 2079/80
- Organization profile with description of relevant work conducted in past 5 years with proof of experience
- List of training location from Annex 1 where the organization can conduct trainings.
- CV of proposed human resource.

EOI documents shall be submitted via mail by 5:00 PM on 12th April, 2024 attaching all the documents and writing a mail to info@beenproject.org with subject line “EOI for 3-day Hollow Concrete Block (HCB) Quality Enhancement Training”.

Document received after the closing time for submission of EOI shall not be considered for shortlisting.

H. Annex

Annex 1: Training Areas

A. Bagmati Province

Training Location	District	Municipality
Hetauda	Chitwan	Ratnanagar Municipality
	Chitwan	Bharatpur Metropolitan
	Makwanpur	Hetauda Sub Metropolitan
	Makwanpur	Manahari Rural Municipality
	Nuwakot	Bidur Municipality
	Rasuwa	Gosainkunda Rural Municipality
	Dhading	Galchi Rural Municipality
Manthali	Ramechhap	Manthali Municipality
	Sindhuli	Kamalamai Municipality
	Dolkha	Bhimeshwor Municipality
	Sindhupalchowk	Barhabise Municipality
	Kavrepalanchowk	Banepa Municipality
	Kavrepalanchowk	Dhulikhel Municipality
Kathmandu	Bhaktapur	Changunarayan Municipality
	Bhaktapur	Madhyapur Thimi Municipality
	Kathmandu	Budhanilkantha Municipality
	Kathmandu	Chandragiri Municipality
	Kathmandu	Gokarneshwor Municipality
	Kathmandu	Kathmandu Metropolitan City
	Lalitpur	Lalitpur Metropolitan
	Lalitpur	Godawari Municipality
	Lalitpur	Mahalaxmi Municipality
	Bhaktapur	Bhaktapur Municipality

B. Gandaki Province

Training Location	District	Municipality
Gaidakot	Nawalparasi East	Gaidakot Municipality
	Nawalparasi East	Devchuli Municipality

Training Location	District	Municipality
	Nawalparasi East	Kawasoti Municipality
	Tanahun	Byas Municipality
	Manang	Chame Rural Municipality

C. Lumbini Province

Training Location	District	Municipality
Lamahi	Dang	Lamahi Municipality
	Dang	Tulsipur Sub-Metropolitan
	Dang	Ghorahi Sub-Metropolitan
	Bardiya	Thakurbaba Municipality
	Baanke	Nepalgunj Sub-Metropolitan
	Baanke	Kohalpur Municipality
	Banke	Duduwa Rural Municipality
	Rukum East	Bhume Rural Municipality
	Rolpa	Rolpa Municipality
	Pyuthan	Swargadwari Municipality
	Arghakhachi	Sandhikharka Municipality
Butwal	Rupandehi	Butwal Sub-Metropolitan
	Rupandehi	Tilottama Municipality
	Rupandehi	Siddharthanagar Municipality
	Rupandehi	Lumbini Sanskritik Municipality
	Rupandehi	Gaidahawa Rural Municipality
	Kapilvastu	Mayadevi Rural Municipality
	Kapilvastu	Kapilvastu Municipality
	Nawalparasi West	Bardaghat Municipality
	Palpa	Tansen Municipality
	Gulmi	Resunga Municipality

Annex 2: Training Materials

2.1 Handout and Stationery

SN	Particulars	Unit	Qty	Remarks
1	Note copy and pen with clear bag	Set	25	
2	Workshop brown paper	Pcs	10	
3	Workshop white paper (flip paper)	Set	1	
4	Board marker (Blue 1, Red 1, Green 1, Black 1)	Nos	24	
5	Masking tape	Nos	2	
6	Glue Stick	Nos	2	
7	Meta card (blue 1 pack, white 1 pack, red 1 pack, green 1 pack)	Packs	4	
8	Others	LS	1	

2.2 Consumable Material

SN	Particulars	Unit	Qty	Remarks
1	OPC cement	bag	3	
2	PPC cement	kg	0.5	
2	Sand 5mm down	cft	5	
3	10-12mm down aggregate (Natural round)	cft	5	
4	20mm down all in aggregate Natural (round)	cft	5	
5	10-12 mm down aggregate (crushed)	cft	5	
6	20 mm down aggregate (crushed)	cft	5	

2.3 OHS materials

SN	Particulars	Unit	Qty	Remarks
1	Mask (clinical type)	Pack	1	
2	Helmets	Nos.	30	
3	Gloves (white cotton)	Set	30	
4	Rubber Gloves (Block production Type)	Nos.	30	

2.4 Others

SN	Particulars	Unit	Qty	Remarks
1	Tea glass (crystal)	Nos.	3	

SN	Particulars	Unit	Qty	Remarks
2	Steel Spoon	Nos.	2	
3	Steel Scoop	Nos.	2	
4	Cleaning cloths and (sponge and raw cloths)	LS	1	
5	Plastic mugs (2 lit capacity)	Nos.	2	
6	Plastic bucket (bucket 10 lit and 20 lit)	Nos.	2	
7	Water	Ltrs	50	
8	Sample blocks for demonstration and testing: 4 ", 6" N 8"	LS	1	

2.5 Non-Consumable Material

SN	Particulars	Unit	Qty	Remarks
1	White board with stand	Nos	1	Required in the field: Production Site
2	Portable gas stove (Trekking use type)	Set	1	Experimenting sand test
3	Standard sieve of required sizes Available in engineering tools & Equipment selling shops	Set	1	Demonstrating Lab sieve and required for demonstrating various size grain aggregate.
4	Market available sieves: (5-6 mm. 10/12mm, 20 mm.) Available in the hardware shop	LS	1	Practically available sieve in the market for aggregate sieving
5	Weighing Machine digital type (max 50 kg capacity)	Nos	1	Weighing Various size blocks and aggregate weighing purpose
6	Trowel Large Size	Nos	3	
7	Trowel Small Size	Nos	5	
8	Metal Scale for measuring block dimensions	Nos	5	
9	Portable digital weighing machine (Max 5 Kg Capacity)	Nos	1	
10	Portable Measuring Tape (5 meter)	Nos	5	
11	Measuring Container : 500 ml Cylinder type (1 No) 1000 ml - Mug Type (1 No)	Set	1	
12	Metal pan for sand drying (A kind of Cooking Fry-Pan. Can be available in	Nos	2	

SN	Particulars	Unit	Qty	Remarks
	blacksmith shop)			
13	Metal hammer	Nos	3	Sound test of the block
14	Shovel	Nos	3	
15	Scissor for cutting Sieve (Available in the hardware shop)	No	1	
16	Weights of following measures: 20 gm (1No.),50gm (1 No.), 100 gm (1No.) 200 gm (1No.), 500 gm (1No.)	Set	1	For Field Cement Cube Test
17	Cement Sample Field Test sets	Set	1	20 no. of L=10 cm, B=5cm, H= 10mm size block required with hammering set 1.