

Terms of Reference

Financial Modelling and support for tender preparation for +SOL

SNV is a non-profit international development organisation. Founded in the Netherlands 50 years ago, we have built a long-term local presence in 39 of the poorest countries in Asia, Africa and Latin America. We believe that nobody should live in poverty. We are dedicated to supporting a society in which all people, regardless of race, class or gender, have the freedom to pursue their sustainable development. Our focus is to increase people's income and employment opportunities in productive sectors, such as agriculture, as well as improving access to basic services, such as energy, water, sanitation and hygiene.

Background

The +SOL facility is a four-year program (2024 - 2028) in partnership with MIREME, ARENE and FUNAE that will avail tailored support to businesses that safely and sustainably deliver products and services to vulnerable consumers in underserved markets of Niassa, Tete, and Zambezia as first targeted provinces. The facility will promote and incentivize the introduction of (a) Green Mini Grids (GMGs) in the Government of Mozambique (GoM)-prioritized community concession areas operated by private companies, and (b) Solar Home Systems (SHS) and Improved Clean Cooking Solutions (ICS) in other off-grid areas within targeted provinces and in line with the National Electrification Strategy.

The aim of this Facility is to be the reference program for GMG in Mozambique that will allow contributions of other donors to increase the scope and impact to more communities, attracting large developers and operators while developing local companies in the sector.

+SOL aims to support the construction and operation of private owned mini-grids with focus in three provinces: Tete, Zambezia and Niassa.

Scope of work:

The main objective of the mission is to support +SOL program on financial modelling and support during tender preparation.

Section 1 - Support on financial modelling

Activity 1 –The service provider is expected to create a financial model for +SOL able to serve as template to compare proposals for companies participating in the upcoming tender.

+SOL will provide details for each site and cluster in terms of inputs as follows: location, distribution layout, sizing, bill of quantities, CAPEX estimation and number of potential customers.

The model should be able to integrate existing ("brownfield") and future ("greenfield") mini grids within the same cluster(s).

Besides, it is expected that the expert in charge of the activity should be able to support +SOL team over the period of tender launch (expected June 2026) for trainings and exchanges with key relevant stakeholders as ARENE, FUNAE and MIREME.

On the basis of the financial model template, then a reference model template and/or bid budget template is to be derived.

At the end, the product need (complete financial model) will support an iterative build up through the tendering/project development cycle (capex cost conform->ref model>developer EoI>comparative assess developer EoI v ref model> FP financial model), in line with the Operations Manual.

Section 2 - Identification of potential investors

Activity 2 –The service provider will support +SOL team on identifying potential investors in the mini-grid sector and establish relationships for the Investor Working Group (IWG).

All activities will be performed by the service provider remotely. No travel is expected.

Format:

- For Activity 1: Excel file financial model covering all aspects of private owned and operate business model providing, with output as applicable tariff versus grant required for minimum return required by a private operator and sensitivities on main drivers for the business model, including a minimum functionality as:
 - Clear input/assumptions entry with automated calculations
 - List minimum KPIs
 - Support comparison of modelling scenarios
- Support sensitivity analysis
- For Activity 2: Excel file with mini-grid investor database as well as details of each type of investor (geographical focus, type of funding, ticket size, size).
- Power Point summarising activities 1 and 2

Deliverables:

- Excel financial model for Activity 1 (within 4 weeks Draft Financial Model; 10 weeks final model)
- Excel database including all relevant data for Activity 2 (within 12 weeks)
- Coordination on weekly meetings related to exchanges and adjustments following discussions with main public stakeholders (ARENE, FUNAE, MIREME)
- Power Point PPT presentation with the main data from the analysis.

Timeline

As a Professional Services & Consultancy Agreement, it will be valid for a period of 9 months from contract signature expected in November 2025 with an estimate average workload of 10 days per month.

Section 3 – Requirements qualifications and eligibility

Offerors must be an organization or an individual. To be considered, the candidate must have at least 3 years of work experience on the mini-grid market by providing equal or similar services.

Legal documents:

For companies:

Certificate of Incorporation / Business Registration (mandatory)
Trade Licenses / Permits “Alvará” for Mozambican companies (mandatory)
NUIT (mandatory) -for Mozambican companies
VAT registration certificate (mandatory)
Tax Clearance Certificate (may this requested before the award)

For individuals:

VAT registration certificate (mandatory)

Technical documents

1. **Portfolio of Past Projects:** Documentation of previous similar projects to demonstrate relevant experience (mandatory) on financial modelling and experience in the mini-grid sector on raising funding
2. Key Personnel Resumes (mandatory)

Financial proposal

By submitting an offer in response to this request, the offeror certifies that it and its principal officers are not debarred, suspended, or otherwise considered ineligible for an award by the Mozambican Government. SNV will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the SNV or its Donors.

Section 4 – Evaluation and award criteria

The award will be made to a responsible offeror whose offer is the most responsive to the tender, meets the eligibility requirements, and meets or exceeds the minimum required technical specifications, and is judged to be the best value based on a lowest-price, technically acceptable basis.

An evaluation committee will be designated to review each proposal. SNV will be the sole judge of the proposals submitted under this tender. SNV reserves the right to accept or reject any or all offers, and to cancel the tender process and reject any or all offers for any reason at any time prior to award of the Service Agreement, without thereby incurring any liability to the affected bidder or bidders. During the evaluation, the bidder may be requested to supply additional information in writing concerning content and/or to clarify points in their responses.

The bidder shall bear all costs associated with the preparation and submission of its bid, and SNV will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

Please note that if there are significant deficiencies regarding responsiveness to the requirements of this tender, an offer may be deemed “non-responsive” and thereby disqualified from consideration. SNV reserves the right to waive immaterial deficiencies at its discretion.

Best-offer proposals are requested. It is anticipated that award will be made solely based on these original proposals. However, SNV reserves the right to conduct any of the following:

- SNV may conduct negotiations with and/or request clarifications from any offeror prior to award.
- While preference will be given to offerors who can address the full technical requirements of this tender.
- SNV may cancel this tender at any time.
- SNV may reject any and all offers, if such action is considered to be in the best interest of SNV.

All complete proposals will be evaluated by SNV personnel according to the following criteria and only candidates who provides mandatory requirement will be considered for the subsequent steps of evaluations. Kindly note that the proposal evaluation is weighted at 50% for Technical and 50% for financial considerations. Priority will be given to the vendor with the highest technical score:

Proposal	Criteria	Weight (%)
Mandatory Requirements	Registration document completeness as detailed in section 7. Inability to demonstrate and provide at this stage a valid required mandatory documentation will result in exclusion of the application from further consideration and will not be considered for the subsequent steps of evaluations.	Yes
	Completeness of the application package. Applications not providing complete a narrative proposal, workplan and budget will be excluded from further evaluation.	Yes
Technical evaluation	Narrative proposal describing approach, strategy, including detailed activity plan with tracking milestones to be delivered in line with the ToR herein	20
	Workplan quality and feasibility of described works v. activities-deliverables of the assignment	10
	Experience in similar assignments and/or activities that demonstrate the knowledge of the services as detailed in the ToR	20
	Key persons to be engaged in delivery of the assignment with explicit reference to each personnel's specialisation of work, roles in the assignment, number of days of work foreseen, and daily fee per topic of activity	20

Financial evaluation	Budget detail of costs for delivery of the assignment (including all relevant taxes: IVA and withholding taxes as applicable)	10
	Proposed Price per deliverable/Daily Fee. Value for money	20
Total (%)		100

Section 5 – Anticipated period of performance

The anticipated period of performance for this Professional Services & Consultancy Agreement is approximately 9 months commencing from the day of contract signing with monthly performance evaluation to confirm or reject continuity of services depending on program needs, funds availability and satisfactory performance.

Section 6 – Price Offer

The daily fee in proposals in response to this request must be priced on a fixed-price, all-inclusive basis, including delivery, taxes, duties, VAT, Withholding taxes and all other costs. Pricing can be presented in Mozambique Meticals, USD or EUR. Offers must remain valid for not less than ninety (90) calendar days after the offer deadline. Offerors are requested to provide proposals on official letterhead or format, for the illustration purpose please see below how the costs should be presented and also take a note that the daily workload must not exceed 8hrs.

Illustrative budget indication

Daily net fee (8hrs/day)	Other relevant associated costs*	Total daily fee	Total average number of days for the assignment	Total gross fee
a)	b)	c)=(a+b)	d)90 days	e)=(c*d)

*Taxes and other associated costs. (to be detailed)

Other relevant information

It's expected an average of 10 day's workload a month during the contract period of performance, and the consultant must remain available throughout the duration of the assignment. No travels are expected.

Section 7 – Payment terms

Monthly by acceptance of Timesheet and corresponding invoice related to milestones of activities.

The timesheet and report shall present a comprehensive overview of the hours worked and services rendered and may include the corresponding deliverables as supporting documentation.

Section 8 – Key compliance issues

- The service provider will adhere to the following SNV's policies regarding:
 - Safeguarding
 - Code of Conduct
 - Fraud, Bribery and Corruption

Section 9 – Proposals Submission and Deadline

All proposals must be submitted no later than **2025 November 09th 11h59PM** Maputo time, through e-mail: mozbid@snv.org ; subject: "**Tender 21-SNV- Financial Modelling and support for tender preparation for +SOL**".

Note: Inquiries or clarifications that arise during the proposal preparation stage should be directed to the email provided above, with responses expected within 24 hours.

Only proposals meeting the minimum requirements in accordance with the Terms of Reference will be accepted, and only shortlisted candidates will be contacted at each stage of the proposal's evaluation.

Complete feedback will be provided only to the candidates who are pre-selected and may be invited for an interview during the proposal evaluation stage.