Note: The purpose of the work described in this TOR is mainly to catalyze the implementation of a solar home system program by providing short-term country presence of an international expert, for discussions with prospective private sector participants and with government units managing the program.

**TERMS OF REFERENCE**

**SOLAR HOME SYSTEMS BUSINESS PLANNING ADVISORY SERVICES**

**Background**


**Objective**

The objective of this assignment is to provide advisory services to improve the business plans and concepts for sale of solar home systems and provision of associated sales and service support to consumers, under the ongoing Bank project.

**Scope of Work**

The consultant will provide the following services:

1. Review the expressions of interest and draft business plans submitted by firms and other entities who wish to be selected as participating companies for solar home systems sales. Provide written comments to the Project Implementation Unit (PMU) on strengths and weaknesses of the submitted business concepts and plans and recommend areas for improvement.

2. Conduct a workshop for prospective participating companies and micro-finance institutions on key requirements for a solar business including working capital requirements, consumer credit provision, capital investment requirements, financial management, inventory management, staffing, training, product sourcing, product quality requirements, consumer outreach, infrastructure needs for sales and service support, and risk management.

3. As required, meet with the prospective participating companies and their MFI partners (if any) to provide individualized advice on their business concept and plans and areas for improvement. These discussions will be confidential.

4. Meet with and be available for email and telephone consultation with PMU and Bank staff as necessary, to provide advice as needed, on the solar home systems component design.

The consultant will be required to visit Manila for about two weeks.
Deliverables

The consultant will issue written comments to the PMU on the expression of interest, business concept and plan submitted by each prospective participating company. The consultant will also be required to submit a brief Back-to-Office report noting the services rendered during the visit to the Philippines.

Level of Effort

Approximately three (3) weeks of consultant services will be required.

Contract Type

A time and materials contract will be issued.