REQUEST FOR PROPOSALS

Selection of Consultant for: Mid-Term Evaluation of the Modern Cooking Facility for Africa (MCFA)

Countries: Democratic Republic of the Congo (DRC), Kenya, Malawi, Mozambique, Tanzania, Zambia, and Zimbabwe

Client: Nefco

Date: 17 September 2026

Section 1 – Letter of Invitation

Helsinki, 17 September 2026

Dear Sir/Madam,

The overall objective of Modern Cooking Facility for Africa (MCFA) is to accelerate access to modern, higher-tier clean cooking services (CCS) for consumers in seven countries: The Democratic Republic of the Congo, Kenya, Malawi, Mozambique, Tanzania, Zambia, and Zimbabwe (Project Countries). MCFA will do this by incentivising private companies, so-called cooking service providers (CSP) to establish or scale up their existing innovative sustainable local businesses in these African countries to create a local market for clean cooking solutions.

Funds of up to EUR 300,000 will be allocated from the MCFA for consulting services to implement a Mid-Term Evaluation (MTE) of the MCFA. This amount includes a fixed budget of EUR 50,000 for contingencies and a fixed budget of EUR 20,000 for reimbursable costs.

The MTE serves the accountability, learning and strategic decision-making needs of NEFCO, donors, CSPs and other stakeholders. Beyond assessing programme performance, it seeks to generate evidence on the extent to which MCFA has responded to the realities of the clean cooking sector and what this reveals about the conditions required for sustainable market growth and CSP scale-up. The resulting lessons will support adaptive management during the remainder of MCFA's implementation period and inform future clean cooking initiatives, donor strategies and wider sector development.

The objectives of the assignment are to:

- Assess whether MCFA's strategic framing, theory of change, design, implementation model and resourcing were appropriate and coherent in light of sector needs, market maturity, the broader clean cooking support landscape, implementation experience and current sector developments.
- Analyse implementation progress and explain variation in performance across CSPs, technologies, countries and business models, including how efficiently and effectively MCFA addresses key barriers to CSP scale-up.
- Assess MCFA's additionality, sustainability prospects and contribution to market development, including the conditions under which supported business models are likely to achieve sustainable scale.
- Generate forward-looking insights for future clean cooking programming, donor strategies, financing mechanisms and wider sector development in light of emerging sector trends.

NEFCO now invites proposals to provide the following consulting services: *"Mid-Term Evaluation of the Modern Cooking Facility for Africa (MCFA)"*. The details of the required services are provided in the attached Terms of Reference.

Questions and Answers

Any questions on the Terms of Reference or the other documentation in the RfP shall be provided in writing to NEFCO by e-mail: procurement@nefco.int with copy to heli.sinkko@nefco and to emma.yrjola@nefco.int no later than 6 October 2026 at 23:59 hrs local time in Helsinki, Finland (EET). The subject line of the e-mail shall include the RfP reference and the Consultant's name. All questions received by the deadline will be compiled by NEFCO without any editing in the form they are sent to NEFCO. Answers to the questions will be published on Nefco's website (https://www.nefco.int/procurements/) and shared by email to Consultants who submitted questions.

Submission of Proposals

Both Technical and Financial Proposals must be submitted simultaneously in two separate secured emails to Nefco no later than 12:00 hrs (noon) local time in Helsinki, Finland (EET) on 29 October 2026 (proposals submission date). Nefco may at its discretion extend the deadline for submission of proposals. All Consultants will be informed of any extension through the website where the notification was published. Belated proposals will be rejected.

No financial information shall be included in the Technical Proposal. Any proposal containing financial information in the Technical Proposal will be rejected as non-responsive.

The requirements for the proposals are described in detail in Section 2 – Instructions to Consultants. The attached standard forms are to be used for the purpose.

Proposals shall be submitted in English and must remain valid for 90 days. Consultants willing to prepare and submit a proposal are responsible for all associated costs.

The proposal shall be submitted to Nefco using secure encrypted e-mails, in two separate emails:

Email A: Technical Proposal

The Technical Proposal shall be sent to NEFCO to email address procurement@nefco.int by using this link https://www.securedmail.eu/message/procurement@nefco.int. Please indicate as title in the subject field: "*RfP Mid-Term Evaluation of the Modern Cooking Facility for Africa*: *Technical Proposal*". In the message field please indicate at least the sender's name and company name.

For further information, please read carefully the enclosed document in Annex 3.

Email B:Financial Proposal

The Financial Proposal shall be sent to NEFCO to email address nelly.eriksson@nefco.int by using this link https://www.securedmail.eu/message/nelly.eriksson@nefco.int. Please indicate as title in the subject field: "*RfP Mid-Term Evaluation of the Modern Cooking Facility for Africa*: *Financial Proposal*". In the message field please indicate at least the sender's name and company.

For further information, please read carefully the enclosed document in Annex 3.

In case there are problems with the securedmail system, please contact emma.yrjola@nefco.int and nelly.eriksson@nefco.int for further assistance.

A consultant will be selected under Single stage open competitive selection in accordance with NEFCO's Procurement Policy and Procedures available at www.nefco.int under Procurement and requirements stipulated in this RfP.

This RfP includes the following documents:

Section 1 - Letter of Invitation
Section 2 - Instructions to Consultants
Section 3 - Technical Proposal - Standard Forms
Section 4 - Financial Proposal - Standard Forms

Annex 1: Nefco's General Terms and Conditions for Consultant's Services
Annex 2: Terms of Reference, 17 September 2026
Annex 3: Securedmail manuals

Yours sincerely,

Dennis Hamro-Drotz Acting Head of Department Nordic Environment Finance Corporation	Petra Mikkolainen Senior Monitoring, Evaluation & Learning Manager Nordic Environment Finance Corporation

Section 2 – Instructions to Consultants

1. Rules concerning nationality of consultants

1.1. The funds used for this consultancy assignment are made available from the Modern Cooking Facility for Africa (MCFA). According to the applicable provisions, there are no restrictions on the nationality of the Consultant or the subconsultants.

2. Preparation and Submission of Proposals

2.1. The procurement approach recognises that the assignment is complex and that the final evaluation design should benefit from early involvement of a qualified Team Leader. Nefco will therefore first procure the Consultant, Team Leader and Evaluation Manager, rather than requiring a fully specified team and detailed methodology upfront. In summary, the submission requirements are as follows:

- Company references and organisational capability.
- Team Leader CV.
- Evaluation Manager CV.
- Methodological note outlining available and potentially suitable methodological options.
- Evidence of knowledge of private clean cooking sector in Sub-Saharan Africa.
- Financial offer structured around the budget envelope described below.

2.2. Consultants submitting proposals are expected to examine carefully and respect all instructions, forms, General Terms and Conditions, Terms of Reference and specifications contained in this Request for Proposals. Failure to submit a proposal containing all the required information and documentation within the deadline specified in the Letter of Invitation may result in rejection of the proposal. The standard forms in Sections 3 and 4 of this Request for Proposals shall be used as applicable.

2.3. Consultants shall submit technical and financial proposals in separate emails. No financial data of any sort shall be included in the technical proposal. Only emails containing technical proposals shall be opened at the time of submission of proposals. The financial proposals will be kept unopened until the technical evaluation is completed.

2.4. In the case the Consultant is represented by a Joint Venture, Consortium or Association (“JVCA”):

(i) The Lead Consultant shall be clearly identified in FORM TECH-1

(ii) All members and their country of origin shall be indicated

(iii) Sub-consultants shall be clearly distinguished from JVCA members

(iv) All members of the JVCA shall meet the legal, financial, litigation, eligibility, and other requirements set out in this RfP

(v) The Consultant shall submit, annexed to FORM TECH-1, a Letter of Intent, duly signed by all members of the JVCA, confirming their intention to form the JVCA, explicitly stating that all members shall be jointly and severally liable for the execution of the possible Contract.

(vi) The Consultant shall designate a lead member authorised to act on behalf of all members, including during contract negotiations and implementation, and to legally bind the JVCA.

For the avoidance of doubt, references to "Consultant" in this document apply also to JVCA and any of its members.

2.5. If there is a change in the legal structure of the Consultant after the proposal submission, the Consultant is required to immediately inform Nefco. However, any change of legal structure shall not be used to satisfy a qualification requirement that was not satisfied as of the deadline of proposal submission.

2.6. The Consultant shall submit only one proposal, either in its own name or as a member of a JVCA. A Consultant, including any JVCA member, shall not participate in more than one proposal. If a Consultant, including any JVCA member, submits or participates in more than one proposal, all such proposals shall be disqualified and rejected.

This does not, however, preclude a sub-consultant, or the Consultant's staff from participating as Key Experts in more than one proposal when circumstances justify.

2.7. Technical Proposal shall be prepared in accordance with the structure set out in the *Table 1: Page Limits* below and shall not exceed forty-five (45) (46 in case of JVCA) pages:

TABLE 1: PAGE LIMITS

FORM	DESCRIPTION	PAGE LIMIT
TECH 1	Technical proposal submission form	Maximum 1 page; in the case of JVCA: maximum 2 pages)
TECH 2A	Consultant's Organisation	Maximum 2 pages
TECH 2B	Consultant's Experience	Maximum 20 pages (1 page per reference card, max 20 references)
TECH 3	Comments or suggestions, if any, on the Terms of Reference	Maximum 2 pages
TECH 4	Available Evaluation Methods	Maximum 4 pages (maximum; including charts, tables and diagrams)

TECH 5	Team Composition (Team Leader and Evaluation Manager)	Maximum 1 page
TECH 6	Team Leader and Evaluation Manager Curriculum Vitae (CV)	Maximum 5 pages per CV, maximum 10 pages in total
TECH 7	Indicative staffing schedule	Maximum 1 page
TECH 8	Indicative Work schedule	Maximum 1 page
TECH 9	Covenant of Integrity	Maximum 3 pages

2.8. Consultant's technical proposal shall demonstrate the Consultant's knowledge of the requirements of the assignment and its understanding of the requisite tasks set forth in the scope of work of the Terms of Reference. Information must be provided on the Consultant. Provision of the requested information, in full, must be presented as follows:

(a) A brief description of the Consultant, an outline of the Consultant's recent experience of assignments of similar nature and specifically the Consultant's previous work, especially in the project countries. Information on the current workload of the Consultant in the relevant areas of this assignment shall also be presented (FORM TECH-2A and FORM TECH-2B).

(b) Comments or suggestions, if any, on the Terms of Reference designed to improve performance in carrying out the assignment (FORM TECH-3). It should be noted that the Terms of Reference will be finalised by the Team Leader and NEFCO after contract signing (See Section 8 of the Terms of Reference).

(c) Available evaluation methods (FORM TECH-4).

(d) Composition of the initially proposed team, comprising the Team Leader and Evaluation Manager only, shall be presented in FORM TECH-5. The CVs of the Team Leader and Evaluation Manager shall be provided in FORM TECH-6. The Consultant will identify the remaining evaluation-team members and submit their CVs for Nefco's approval following further development of the Terms of Reference.

2.9. Financial Proposal

(a) The Consultant's financial proposal shall be denominated in EUR. The costs shown shall include <u>a detailed breakdown</u> of:

(i) *Remuneration* of up to EUR 230,000 and the underlying unit rates;

It should be noted that the maximum remuneration covers all stages of the evaluation, including the initial phase during which the Team Leader and the Evaluation Manager will support the finalisation of the Terms of Reference, as well as the specification and identification of evaluation team members.

(ii) *All reimbursable expenses:* fixed amount of EUR 20,000; and

(iii) *Contingencies:* fixed amount of EUR 50,000.

(b) Financial proposals as submitted by the Consultant will be considered in the evaluation and selection of Consultants. However, each element of the financial proposal of the selected Consultant will be reviewed during contract negotiations to determine the final contract price.

2.10. Audit. NEFCO retains the right to audit, both during and after the assignment, the selected Consultant's accounts and time and cost records relevant to the services provided, including such accounts and records as will enable verification of the costs related to the assignment.

2.11. In the case of a JVCA, the participating firms shall be responsible for ensuring that such JVCA is established and operates in full compliance with the applicable laws and regulations of the relevant jurisdiction(s), including, as applicable, the country of origin of the firms and/or of the leading member *and/or the country of operation of the JVCA.*

2.12. The Consultant shall ensure that the JVCA and/or the agreement governing the JVCA, is duly registered, where required, and that all legal, tax, and regulatory obligations are properly fulfilled. Nefco shall not be responsible for verifying the legal status or compliance of such arrangements with any applicable laws

2.13. Funds. The amount of funds allocated for this assignment is stated in the Letter of Invitation, exclusive of VAT. The evaluated remuneration shall cover all professional fees, home-office costs, internal management and administration, equipment, insurance, communications, office expenses and all other overheads required to perform the assignment. Approved travel, accommodation, subsistence, visa costs and local transport shall be reimbursed from the fixed reimbursable-cost allocation of up to EUR 20,000 in accordance with the Contract. The Consultant shall be responsible for all direct and indirect tax liabilities (if any) arising out of or connected to the performance of the services wherever they arise.

2.14. The rates and prices shall be fixed for the duration of the assignment and no currency fluctuation or other adjustments will be made during the implementation of the contract.

2.15. Contract. A lump-sum contract will be concluded for the assignment (excluding reimbursable costs and contingencies). The payment milestones for the lump-sum contract are defined in subsequent sections.

3. Evaluation of Proposals

3.1. Evaluation of the proposals will be carried out by an evaluation committee appointed by NEFCO.

3.2. A two-stage procedure is adopted for evaluating the proposals. The technical proposals will be evaluated first, merit points awarded and the proposals ranked in order of their respective merit points, prior to the opening and evaluation of financial proposals. Quality of the technical proposal shall be the principal criterion for evaluation of proposals and selection of Consultants.

3.3. *Technical proposals* shall be evaluated and merit points awarded based on the following factors:

(a) The Consultant's experience in the disciplines forming part of the total assignment;

(b) The available evaluation methods, plus comments, if any, on methodology in response to the Terms of Reference; and

(c) The qualifications, experience and competence of the experts (Team Leader and Evaluation Manager) proposed for the assignment.

The senior evaluation team will be specified once the analytical focus, evaluation questions, methodology and expertise needs are sufficiently clear. Research assistants, country specialists, enumerators and other non-key personnel may be identified during inception. Nefco reserves the right to approve or reject the CVs of key and non-key personnel if they do not fulfil the required qualifications stated in the Terms of Reference.

See further the scoring table below. All evaluations will be made relating to the Required Qualifications in the Terms of Reference.

3.4. A technical proposal may be treated as non-responsive if information with respect to any of the factors (a), (b) or (c) as requested above in section 3.3 is omitted. Only proposals (i) awarded a minimum of 70 technical proposal merit points and (ii) having technical merit points within 15 points of the highest technical score will be considered for the financial evaluation. If no proposal scores the required minimum of technical points, NEFCO reserves the right to negotiate with the Consultant whose proposal scored the highest technical points, or to reject all proposals.

3.5. A Consultant will be excluded from the evaluation if, at the discretion of NEFCO, the Consultant has been, or might be placed, in a conflict of interest position in the procurement process or the performance of the contract. Firms, which believe such a situation may exist, shall seek guidance from NEFCO prior to preparing the technical proposal.

3.6. The specific evaluation criteria, in accordance with the Terms of Reference are summarised on the following page.

TECH	PRINCIPAL FACTORS IN EVALUATION	Maximum points
1.	Consultant's experience – MINIMUM REQUIREMENTS	
TECH 2A	a) Consultant's organisation	5
TECH 2B	b) Experience from conducting strategic or large-scale evaluations, *i.e.* assignments such as the evaluation of specific strategies, thematic or country programmes, multi-project evaluations, or evaluations of entire financial instruments, funds or institutions. Evaluation of large-scale programmes of which overall implementation budget exceeds 30 million EUR can also be included here. *Minimum five evaluations in the past 10 years of minimum contract value equivalent to or greater than 200,000 EUR.*	20 (10 points for meeting minimum criteria)
	c) Experience from evaluating clean cooking programmes. Evaluations of broader energy access or household-energy programmes may be accepted where clean cooking constituted a substantial and separately assessable component of the evaluation. Thematic studies may also be accepted where clean cooking was the principal focus of the assignment and the study involved systematic evidence collection and analysis relevant to the objectives of this evaluation. Assignments undertaken under framework agreements may be presented as separate references only where each call-off or work order had a distinct scope, deliverables and contract value. The tenderer must provide evidence of the scope, value and completion of each referenced assignment. *Minimum three relevant assignments completed in the past 10 years, each with a contract value equivalent to or greater than EUR 30,000.*	10 (5 points for meeting minimum criteria)
	Subtotal 1	35
2.	APPROACH AND METHODOLOGY	
TECH 3	a) Comments and suggestions to the Terms of Reference	2
TECH 4, TECH 8	b) Available evaluation methods and work planning	6
TECH 7	c) Indicative staffing plan	2
	Subtotal 2	10
3.	QUALIFICATIONS AND COMPETENCE OF KEY EXPERTS – MINIMUM REQUIREMENTS	
TECH 6	a) Team Leader	40
	Master's degree or equivalent postgraduate qualification in evaluation, economics, social sciences, development studies, public policy, business, environmental studies, energy, climate, finance or another field relevant to the assignment.	pass/fail
	Minimum of 15 years of relevant professional experience, including international development, climate, energy, private-sector development or other fields relevant to the assignment.	5 (2 points for meeting minimum criteria)
	Demonstrated experience as Team Leader of at least four completed strategic, thematic, country, portfolio, institutional, financial-instrument or large-scale programme evaluations, each with a consultancy contract value equivalent to or greater than EUR 150,000. Each of the four qualifying evaluations must have involved an evaluation team comprising at least two professional evaluators or subject-matter experts in addition to the Team Leader. Research assistants, enumerators, translators and administrative or logistical personnel will not count towards this requirement.	15 (7 points for meeting minimum criteria)

TECH	PRINCIPAL FACTORS IN EVALUATION	Maximum points
	Good understanding of the context in which MCFA operates that may include clean cooking, energy access, private-sector and market development, results-based financing, climate finance, carbon finance or closely related fields.	10 (5 points for meeting minimum criteria)
	Relevant professional experience in Sub-Saharan Africa, preferably involving work across more than one country or market context.	5 (2 points for meeting minimum criteria)
	Excellent written and spoken English.	pass/fail
	Additional experience: Direct experience evaluating clean-cooking programmes or conducting substantial clean-cooking studies is considered an advantage but is not mandatory, provided that the Team Leader demonstrates sufficient contextual understanding and the proposed approach allows strong clean-cooking expertise to be mobilised through the wider evaluation team. Demonstrated knowledge and practical experience of private-sector impact measurement and management (IMM), including relevant principles, terminology, frameworks and tools (such as the 5 Dimensions of Impact and the Operating Principles for Impact Measurement and Management), and their application in investment, enterprise or market-development contexts.	5
TECH 6	b) Evaluation Manager	15
	University degree in a field relevant to the assignment	pass/fail
	Minimum of five years of relevant professional experience, including experience in evaluation management, evaluation, research management, project or programme coordination, or other comparable work in international development, climate, energy, private-sector development or a related field.	4 (2 points for meeting minimum criteria)
	Demonstrated experience managing or coordinating at least two completed evaluations or comparable complex analytical assignments. Equivalent experience may be demonstrated through substantial research experience or senior-level analytical work, including social, economic, financial, policy or other relevant research assignments in fields relevant to this evaluation. Additional merit will be awarded for experience managing or coordinating large-scale, strategic, multi-country or otherwise complex evaluations or studies; coordinating Reference Groups, Steering Committees or comparable multi-stakeholder structures; and preparing and maintaining evaluation-management tools such as work plans, deliverable schedules, comments matrices, meeting documentation, report templates, decision logs and version-control systems.	8 (2 points for meeting minimum criteria)
	Demonstrated organisational, written communication and stakeholder-coordination skills.	3 (1 point for meeting minimum criteria)
	Excellent written and spoken English.	pass/fail
	Subtotal 3	55
	TOTAL	100

3.7. The financial proposals will be opened and evaluated only after the technical evaluation has been completed and merit points awarded to each proposal. The financial proposals of only those Consultants that have qualified for the financial evaluation in accordance with section 3.4 above will be opened for financial evaluation. The financial proposals of the remaining firms will remain unopened. For financial evaluation purposes, only the evaluated Total Remuneration defined in FORM FIN-2, Table A, will be used.

3.8. Correction of Errors. Activities and items described in the technical proposal but not priced in the financial proposal shall be assumed to be included in the prices of other activities or items, and no corrections are made to the financial proposal.

3.9. Lump-sum contract. The Consultant is deemed to have included all prices in the financial proposal, so neither arithmetical corrections nor price adjustments will be made. The total amount stated in FORM FIN-1 shall comprise the evaluated Total Remuneration, the fixed reimbursable-cost allocation and the fixed contingency reserve.

3.10. The financial proposal representing the lowest evaluated Total Fee will be given the score 100; others are rated as follows:

Financial score of firm A = lowest evaluated Total Remuneration / Total Remuneration of firm A x 100;

If the Total Remuneration exceeds the indicated available funds (EUR 230,000), it may be rejected at the discretion of NEFCO. Financial proposals including cost components in other currencies than EUR shall be converted to EUR according to the exchange rates published by the European Central Bank on the submission date of the proposal.

3.11. In the final evaluation combining the technical and financial scores, the technical merit score will be given a weight of 80 percent and the financial score shall be given a weight of 20 percent. The firm with the highest evaluated weighted score will be invited to contract negotiations.

4. Contract Negotiations and Award

4.1. NEFCO reserves the right to reject all proposals.

4.2. The consultancy services are expected to commence no later than within 14 days after the conclusion of the consultancy agreement. Contract negotiations will be carried out by representatives of NEFCO.

4.3. The costs of preparing a proposal and of negotiating and concluding a contract including the costs of travel to participate in a possible pre-bid meeting are not reimbursable as costs of the assignment.

4.4. NEFCO expects to conclude a contract on the basis of the experts named in the proposal (Team Leader and Evaluation Manager) and will require, in the contract negotiations, assurances that these experts can, in fact, be made available. NEFCO will, at its sole discretion, consider substitutions only in case the commencement of the assignment would otherwise be delayed, for reasons unrelated to selected Consultant, or, exceptionally, because of incapacity of an expert for reasons of health. The desire of a firm to use an expert on another project will not be accepted as a reason for substitution of staff and may result in the rejection of the firm in question.

4.5. The Consultant that submitted the first-ranked proposal will be invited to discuss technical and financial details of the proposal and the terms of the contract without delay. Discussions will commence with a review of the technical proposal.

4.6. Agreements will be reached, first, on the final work plan and time schedule (the Terms of Reference will be finalised in the beginning of the Assignment. For details, see Section 8 of the Terms of Reference). Thereafter, financial negotiations will begin with discussions of the proposed fee rates for each team member, and of other costs as indicated by the Consultants. In subsequent negotiations, the reasonableness of each item included in the Financial Proposal of the selected firm will be assessed. Consultants shall be prepared to disclose during negotiations data backing up the Consultant fees and other costs and be aware and accept that the proposed rates and other costs will be subject to scrutiny and possible negotiation.

4.7. The representatives of the Consultant invited for contract negotiations must be authorised (on behalf of all JVCA members and/or sub-consultants) to discuss and agree on the technical and financial aspects of the proposal as well as the terms and conditions of contract and to conclude a binding agreement. Should the discussions with the first invited firm prove unproductive and/or unsatisfactory, the firm submitting the next-ranked proposal will be invited instead (and so on, if necessary, until an agreement is concluded). As soon as the contract is signed with the finally selected Consultant, other short-listed Consultants will be informed accordingly.

4.8. Payments will be made to the Consultant from the Modern Cooking Facility for Africa. The Consultant will be paid only for work performed based on the payment schedule finalised at the contract negotiations. Payments will be made in 30 days after receiving the Consultant's invoice.

4.9. The milestone based payment schedule of the lump-sum contract is the following:

Phases 1-3, as defined in Chapter 7 of the Terms of Reference: Mobilisation, final suggested revisions and additions to the Terms of Reference, and NEFCO approval of the proposed senior team members (equivalent to 5 Team Leader and 2 Evaluation Manager working days).

Phases 4-11: Inception Report approved (20%); Draft Final Report approved (30%); Final Report approved (30%); Revised Theory of Change document and additional Learning Note/Evaluation Brief approved (10%); Final presentations delivered and approved (10%).

Section 3 – Technical Proposal – Standard Forms

FORM TECH-1
TECHNICAL PROPOSAL SUBMISSION FORM

[*Location, Date*]

To: NEFCO

Dear Sirs,

We, the undersigned, offer to provide the consulting services for Mid-Term Evaluation of the Modern Cooking Facility for Africa in accordance with your Request for Proposals dated 17 September 2026 and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sent in a separate secured mail.

[We are submitting our Proposal in association with: [*insert a list with full name and address of each associated Consultant/member of Consortium*].]

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation or misrepresentation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal as defined in the Letter of Invitation, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us during this period, and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in Clause 4.2 of the Instructions to Consultants.

We understand that you are not bound to accept any proposal you receive.

We hereby accept the General Conditions of Contract for Consultant's Services attached as Annex 1 to your RfP.

Yours sincerely,

Authorized Signature [*In full and the original copy initialized*]:

Name and Title of Signatory:

Name of Firm:

Address:

Section 3 – Technical Proposal – Standard Forms

FORM TECH-2
CONSULTANT'S ORGANISATION AND EXPERIENCE

A - Consultant's Organisation

Provide here a brief (max 2 pages) description of the background and organisation of the Consultant for this assignment.

For TECH-2A, Consultants must include a summary of the reference cards presented in FORM TECH-2B, following the template below. The figures shown below are for illustrative purposes only. During the evaluation process, NEFCO will assess the accuracy of the information provided in the table.

Reference nro	Experience conducting strategic or large-scale evaluations	Experience evaluating clean cooking programmes
1	1	
2		
3		1
4	1	1
5		1
6		
7		
8	1	
9	1	
10	1	
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
TOTAL	5	3

Section 3 – Technical Proposal – Standard Forms

B - Consultant's Experience

Please provide information on each assignment, relevant for this assignment, for which the Consultant was legally contracted either individually as a corporate entity or as one of the major companies within a consortium, for carrying out consulting services similar to the ones requested under this assignment (1 page per project and maximum 20 pages in total) including information on contract value, contracting entity/client, project location/country, duration (months and years), expert months provided (if different from duration), main activities and objectives. The contract value should be indicated in Euros.

FORM TECH-3
COMMENTS AND SUGGESTIONS ON THE TERMS OF REFERENCE

Present and justify here any modifications or improvement to the Terms of Reference you are proposing to improve performance in carrying out the assignment (such as deleting some activity you consider unnecessary, or adding another, or proposing a different phasing of the activities). Such suggestions shall be concise and to the point, and incorporated in your Proposal.

Maximum length 2 pages.

FORM TECH-4
AVAILABLE EVALUATION METHODS

In this form, the Consultant shall demonstrate that it has a suitable range of evaluation methods and analytical tools available for carrying out a complex strategic evaluation of MCFA, including futures-informed analysis. The purpose is not to present a final methodology, work plan or detailed design for the assignment. The final evaluation methodology will be defined after the Terms of Reference have been further developed with the support of the Team Leader and will subsequently be set out in the final Terms of Reference and inception report. The Consultant should therefore describe the methodological capabilities it can bring to the assignment, including relevant approaches for strategic programme evaluation, theory-based and contribution-oriented analysis, portfolio and market-systems analysis, private-sector and results-based financing interventions, triangulation of quantitative and qualitative evidence, stakeholder engagement, and forward-looking or futures-informed assessment. The description should explain how these methods could be applied, combined and adapted to address MCFA's evaluation questions, programme complexity, country and market diversity, and learning needs.

Maximum length 4 pages.

Section 3 – Technical Proposal – Standard Forms

FORM TECH-5
TEAM LEADER AND EVALUATION MANAGER

Name of staff	Firm	Area of Expertise	Position Assigned
			Team Leader
			Evaluation Manager

FORM TECH-6
CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF (TEAM LEADER AND EVALUATION MANAGER ONLY)

CVs may be provided in any format you prefer, but shall as a minimum clarify the following issues for every member of the proposed professional staff:

1. Proposed Position [o*nly one candidate shall be nominated for each position*]:

2. Name of Firm [*insert name of firm proposing the staff*]:

3. Name of Staff:

4. Year of Birth:

5. Nationality:

6. Education:

7. Membership of Professional Associations:

8. Other Training:

9. Countries of Work Experience:

10. Languages [*for each language indicate proficiency: good, fair, or poor in speaking, reading, and writing*]:

11. Employment Record Relevant to the Assignment:

12. Adequacy for the Assignment: Detailed Tasks Assigned [*list all tasks to be performed under this assignment*] and Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks:

Expert's contact information: (e-mail …………………., phone……………)

Certification:
I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by NEFCO, and/or sanctions by NEFCO.

{day/month/year}

Name of Expert	Signature	Date

{day/month/year}

Name of authorized Representative of the Consultant (the same who signs the Proposal)	Signature	Date

FORM TECH-7
INDICATIVE STAFFING SCHEDULE

Indicate time inputs in number of days for the implementation period (phases 4-11). Maximum 1 page.

Expert category	Total time input in # of days
Team Leader	*Insert amount*
Evaluation Manager	*Insert amount*
Senior Evaluator	*Insert amount*
Junior/mid-career evaluator	*Insert amount*
Others, e.g. research assistant etc.	*Insert amount*
Quality Assurance Adviser, max 3 days	*Insert amount*

FORM TECH-8
INDICATIVE WORK SCHEDULE

Maximum 1 page.

No.	Activity	Weeks												
		1	2	3	4	5	6	7	8	9	10	11	12	n
1														
2														
3														
4														
5														
n														

Indicate all main activities of the assignment, including delivery of reports (e.g inception, interim, and final reports) and other relevant benchmarks. Duration of activities shall be indicated in the form of a bar chart. Given the procurement approach, the work schedule submitted at procurement stage shall be indicative and may be refined during ToR finalisation and inception.

Section 3 – Technical Proposal – Standard Forms

FORM TECH-9
COVENANT OF INTEGRITY

to the Purchaser/Client/Employer/NEFCO
from a Tenderer/Contractor/Supplier/Service Provider/Consultant
to be attached to its tender
(or to the contract in the case of a negotiated procedure)

"We declare and covenant that neither we nor anyone, including any of our directors, employees, agents, joint venture partners or sub-contractors ("the Parties"), where these exist, acting on our behalf with due authority or with our knowledge or consent, or facilitated by us, has engaged, or will engage, in any Prohibited Practices (as defined below) in connection with the tendering process or in the execution or supply of any works, goods or services for [*specify the contract or tender invitation*] (the "Contract") and covenant to so inform you if any instance of any such Prohibited Practices shall come to the attention of any person in our organisation having responsibility for ensuring compliance with this Covenant.

We shall, for the duration of the tender process and, if we are successful in our tender, for the duration of the Contract, appoint and maintain in office an officer, to whom you shall have full and immediate access, having the duty, and the necessary powers, to ensure compliance with this Covenant.

If any of the Parties, where these exist and as applicable, (i) have been convicted in any court of any offence involving Prohibited Practices in connection with any tendering process or provision of works, goods or services during the five (5) years immediately preceding the date of this Covenant, or (ii) have been dismissed or resigned from any employment on the grounds of being implicated in any Prohibited Practices, or (iii) have been excluded from participation in a tendering procedure by Nordic Environment Finance Corporation (NEFCO) or by any national or EU Institutions or any international financial institution or other sanctions authority, which NEFCO deems relevant, or (iv) is under any investigation in relation to Prohibited Practice, we shall give details of any event in (i)-(iv) above together with details of the measures that we have taken, or shall take, to ensure that no Party will commit any Prohibited Practices in connection with the Contract [*give details if necessary*].

In the event that we are awarded the Contract, we grant the Purchaser/Client/Employer/NEFCO and auditors appointed by either of them, as well as any authority or body having competence under relevant legislation, the right of inspection of our records and those of all our sub-contractors under the Contract. We accept to preserve these records generally in accordance with applicable law but in any case for at least six (6) years from the date of performance of the Contract."

For the purpose of this Covenant, "Prohibited Practices" includes:

- Abuse meaning theft, misappropriation, waste or improper use of property or assets related to the Contract, either committed intentionally or through reckless disregard.
- Coercion meaning impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party for the purpose of improperly influencing the actions of a party.
- Collusion meaning an arrangement between two or more parties designed to achieve an improper

purpose, including for the purpose of improperly influencing the actions of another party.

- Corruption meaning the promise, offering, giving, receiving, or soliciting, directly or indirectly, anything of value or any undue advantage, or any act or omission that involves the abuse of authority or functions, for the purpose of influencing or causing to influence improperly the actions of another party, or for the purpose of obtaining an undue advantage for oneself or for another party.
- Fraud meaning any act or omission, including misrepresentation or concealing a material fact, that knowingly or recklessly misleads, or attempts to mislead, a party for the purpose of obtaining a financial or other benefit or undue advantage for oneself or for a third party, or to avoid an obligation.
- Obstruction meaning
  - (i) deliberately destroying, falsifying, altering or concealing evidence material to an investigation;
  - (ii) making false statements to investigators in order to materially impede an investigation;
  - (iii) failing to comply with requests to provide information, documents or records in connection with an investigation;
  - (iv) threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to a NEFCO investigation or from pursuing an investigation; or
  - (v) materially impeding NEFCO's contractual rights of audit or access to information; and
- Money laundering meaning
  - (i) the conversion or transfer of property, knowing that such property is derived from criminal activity, to conceal and disguise the illicit origin of the property, or assisting any person who is involved in the commission of such activity to evade the legal consequences of this action;
  - (ii) the concealment or disguise of the true nature, source, location, disposition, movement, rights with respect to, or ownership of property, knowing such property is derived from criminal activity;
  - (iii) the acquisition, possession or use of property knowing, at the time of receipt, that such property was derived from criminal activity; or
  - (iv) participation or assistance in any of the activities above; and
- Financing of terrorism meaning the provision or collection of funds, by any means, directly or indirectly, with the intention that they should be used or in the knowledge that they are to be used, in full or in part, in order to carry out terrorist activities (the "terrorist activities" shall have the same meaning as set out in Article 2 of the International Convention for the Suppression of the Financing of Terrorism).

Date:

Signature:

[Name and position]

for and on behalf of

[Name of the firm or joint venture]

Note: When so required by NEFCO this Covenant must be sent to NEFCO together with a copy of the contract documents. In other cases, it must be kept by the Beneficiary and available upon request from NEFCO.

Section 4 – Financial Proposal – Standard Form

FORM FIN-1
FINANCIAL PROPOSAL SUBMISSION FORM

[*Location, Date*]

To: NEFCO

Dear Sirs:

We, the undersigned, offer to provide the consulting services for Mid-Term Evaluation of the Modern Cooking Facility for Africa in accordance with your Request for Proposals dated 17 September 2026 and our Technical Proposal. Our attached Financial Proposal is for the Total Cost of [*insert currency and amount(s) in words and figure*]. This amount is exclusive of the applicable VAT.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from the contract negotiations, up to expiration of the validity period of the Proposal as defined in the Letter of Invitation. We understand that any final rates and prices resulting from the contract negotiations will remain fixed until the end of the assignment.

Commissions and gratuities paid or to be paid by us to agents relating to this Proposal and execution of contract, if we are awarded the contract, are listed below:

Name and Address, Amount and Purpose of Commission of Agents, Currency or Gratuity

No commissions or gratuities have been or are to be paid by us to agents or any third party relating to this Proposal and Contract execution."

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [*in full*]:

Name and Title of Signatory:

Name of Firm:

Address:

Section 3 – Technical Proposal – Standard Forms

FORM FIN-2
SUMMARY OF COSTS

Insert amounts only in the white cells. The grand total must coincide with the Total Costs of the Financial Proposal given in Form FIN-1.

Table A Financial proposal

Type of cost	Costs			
	# of days	Fee per day (EUR)	Total	Currency
Phases 1-3 (see Terms of Reference):				
A. Remuneration: Team Leader (5 days)	5	*Insert amount*	*Insert amount*	EUR
B. Remuneration: Evaluation Manager (2 days)	2	*Insert amount*	*Insert amount*	EUR
Phases 4-11:				
Type of cost			Total	Currency
C. Remuneration: Total remuneration for all team members during evaluation implementation phase (i.e. from inception to the finalisation of the assignment)			*Insert amount*	EUR
TOTAL REMUNERATION (FINANCIAL OFFER TO BE EVALUATED)			*Insert amount (A+B+C; max 230,000 EUR)*	EUR
Other costs				
D. Reimbursable expenses (fixed, not to be modified)			20,000	EUR
E. Contingency reserve (fixed, not to be modified)			50,000	EUR
Total Cost in EUR (amount to be contracted; include this amount in FORM FIN-1)			*Insert amount (A+B+C+D+E; max 300,000 EUR)*	EUR

Table B For Phases 4-11, daily fees per expert category

For this lump-sum contract assignment, information to be provided in this section shall only be used to demonstrate the basis for the calculation of the contract's ceiling amount and the daily rate for both Team Leader and Evaluation Manager as well as for other team members to be identified in the beginning of the assignment. Also, if needed, information in this form will be used to establish payments to the Consultant for possible additional services requested by NEFCO. This form shall not be used as a basis for payments under lump-sum contracts.

Expert category	Daily fee (EUR)
Team Leader	*Insert amount*
Evaluation Manager	*Insert amount*
Senior Evaluator	*Insert amount*
Junior/mid-career evaluator	*Insert amount*
Other, e.g. Research Assistant	*Insert amount*
Quality Assurance Adviser (included in Section C. Fee in Table A), max 3 days	*Insert amount*

NEFCO

NEFCO’S GENERAL TERMS AND CONDITIONS FOR CONSULTANCY SERVICES

1 RESPONSIBILITY, PROFESSIONAL PRACTICE, INTEGRITY, IMPARTIALITY AND INDEPENDENCE

1.1 The Consultant shall be fully responsible for the Services and perform them in an objective and professional manner in compliance with best industry practice for similar services.

1.2 While providing the Services, the Consultant shall protect NEFCO’s interests and act dutifully and transparently towards NEFCO.

1.3 The Consultant shall not receive or request instructions for the performance of the Services from any other party than NEFCO (unless otherwise explicitly instructed by NEFCO).

1.4 The Consultant shall during the Assignment remain financially and otherwise independent of other consultants, manufacturers, suppliers, contractors and other actors and/or factors that may prejudice the Consultant’s objectivity. In particular the Consultant shall not accept any referral fee or other compensation from other consultants, manufacturers, suppliers, or contractors recommended by the Consultant.

1.5 The Consultant shall promptly inform NEFCO of any assignment or relation with a third party which might affect or be seen to affect the Consultant’s impartiality or create a potential conflict of interest in relation to the Assignment.

1.6 The Parties are independent parties and the Parties agree that the Agreement shall not be deemed as an employment agreement and that the Consultant is not, nor any other person performing services under this Agreement, engaged by NEFCO as an employee but as an independent consultant and that relevant provisions of the Swedish Employment Protections Act (1982:80) shall not be applicable on the Parties’ arrangement under this Agreement.

2 TIME SCHEDULE, INFORMATION, ASSIGNED PERSONNEL AND COOPERATION WITH THIRD PARTIES

2.1 The Services shall be provided in accordance with the time schedule in the Special Terms and Conditions and as possibly described in more detail in the annexes. The Consultant shall ensure that the agreed time schedule is adhered to.

2.2 The Parties shall keep each other timely informed about events or matters relevant for the performance of the Services. The Consultant shall without delay inform NEFCO Responsible person of any events which have had or are likely to have an adverse impact on the Consultant’s provision of the Services within the agreed time schedule and/or otherwise negatively impact the Consultant’s performance and/or fulfilment of the Services. Any delay or other underperformance in carrying out the Services shall be subject to the remedies set out in Sections 4, 5 and 17.

2.3 The Services shall be carried out personally by the Consultant or the personnel of the Consultant as set out in Section 1 of the Special Terms and Conditions and as possibly described in more detail in the annexes (the “**Assigned Personnel**”). If the Consultant should wish to engage a subcontractor to perform a certain part of the Services, the matter shall be discussed with NEFCO, including its possible effects on the Consultant’s remuneration, and can only be done subject to NEFCO’s prior written approval. Notwithstanding such approval, the Consultant shall remain fully responsible and liable for the performance of the Services, including any Services provided by its subcontractors as if they had been carried out by the Consultant.

2.4 The Consultant shall, without unreasonable delay and at no cost to NEFCO, be obliged to replace any Assigned Personnel performing the Services, who NEFCO reasonably considers is lacking the necessary competence, whom NEFCO finds it manifestly difficult to collaborate with or whose conduct is inconsistent with what NEFCO reasonably expects. The identity of such replacing personnel as well as any other changes of the Assigned Personnel and any possible effects on the Consultant's remuneration, shall be subject to NEFCO's prior written approval (except if triggered by a *force majeure* situation). If approved by NEFCO, the replacing personnel shall become Assigned Personnel. Any changes in the Assigned Personnel shall not affect the agreed time schedule, in the absence of NEFCO's prior written consent.

2.5 If and to the extent relevant, the Consultant shall while providing the Services co-operate with other parties as may be determined by NEFCO.

3 CHANGE REQUEST

3.1 NEFCO and/or the Consultant may request the other Party to make changes to the Services to be provided.

3.2 In such case, the requesting Party shall submit a written request (the "**Change Request**"). The Change Request shall contain a description of the content of the proposed change as well as the reasons for the change and the effect the change is deemed to have on the Services.

3.3 The receiving Party shall within reasonable time review the Change Request in terms of its possible impact on the agreed Total Fee, time schedule and/or other agreed terms and conditions, and each Party shall be entitled to either approve or reject the Change Request.

3.4 If the Change Request is accepted by the other Party, the change shall be formalized through both Parties approving it in writing and the change shall thereafter be considered as an amendment to the Agreement.

3.5 The Parties agree and acknowledge that comments to form or substance, revision, adjustment, correction and/or supplemental requirements to bring the Services to a final and acceptable/agreed form (including all reasonable incidental work related thereto, such as meetings, telephone calls, correspondence etc.) shall not be considered as changes to the Services in terms of Sections 3.1 to 3.4 above.

4 ERRORS, OMISSIONS AND DELAY

4.1 The Consultant shall, at no cost to NEFCO, assume responsibility for correcting any errors and/or omissions in the performance of the Services.

4.2 In the event that the Consultant is delayed in performing the Services or a material error, defect and/or non-conformity occurs in the Services, and the situation upon NEFCO's request is not remedied or corrected within 30 (thirty) days to NEFCO's satisfaction, NEFCO shall (without prejudice to NEFCO's other rights under the Agreement, including, without limitation, the right to liquidated damages in accordance with Section 5) have the right to:

(i) accept the Services in their then current form at a reduced price which corresponds to the value of the actually delivered part; or alternatively;

(ii) complete itself or appoint a third party to complete the Services at the Consultant's sole cost and expense; or alternatively;

(iii) terminate the Agreement in whole or in part with immediate effect, while reserving all other rights available to it under the Agreement and applicable law; and in addition to (i) - (iii)

(iv) seek damages from the Consultant.

5 LIQUIDATED DAMAGES IN CASE OF DELAY

5.1 If the Consultant is not able to provide the Services within the agreed time schedule and this is not caused by *force majeure* or circumstances related to NEFCO, then the Consultant shall pay liquidated damages to NEFCO in compensation for the delay.

5.2 The liquidated damages shall amount to 0.2 percent of the agreed Total Fee excluding VAT, for each working day the Services are delayed, but in any circumstances limited to a maximum of 50 (fifty) working days. NEFCO shall be entitled to deduct such liquidated damages from any amounts owed by NEFCO to the Consultant under the Agreement.

5.3 If only parts of the agreed Services are delayed, the Consultant may request NEFCO to reduce the liquidated damages in such way that the compensation is proportional to the ability of NEFCO to utilise those parts of the Services that have been performed and delivered to NEFCO.

5.4 Any claims for liquidated damages shall be presented by NEFCO in writing to the Consultant at the latest 90 (ninety) days from the day on which the Assignment was completed or the Agreement was terminated. If NEFCO should not present a claim to the Consultant within this time limit, NEFCO's right to liquidated damages shall be deemed forfeited.

6 REMUNERATION

6.1 The remuneration to be paid by NEFCO to the Consultant in return for the Services shall consist of the fee agreed in the Special Terms and Conditions.

6.2 The Total Fee can be either fixed or variable. Variable fees shall be based on performance on a time and material basis.

6.3 If agreed in the Special Terms and Conditions, NEFCO shall, against receipts or written clarification, in addition to the Total Fee, pay compensation for the costs listed below:

(i) reasonable travel costs in economy class including airport transfers;

(ii) reasonable accommodation costs in a standard hotel room including breakfast only; and

(iii) other expenditures required for providing the Services.

6.4 Notwithstanding Section 6.3, NEFCO will not reimburse (i) travel time, or (ii) travel costs within the Helsinki metropolitan area (meaning a range of sixty (60) kilometres measured from the centre of Helsinki).

6.5 NEFCO will not pay any daily allowances to the Consultant.

7 TERMS OF PAYMENT

7.1 Payment(s) will be made by NEFCO in accordance with the payment schedule agreed in the Special Terms and Conditions. If no payment schedule is agreed, the Consultant shall invoice NEFCO monthly in arrears after the Services have been performed by the Consultant and accepted by NEFCO.

7.2 According to Article 9 of the Agreement concerning NEFCO[1], NEFCO is in the Nordic countries exempted from taxation, including VAT, in relation to its official activities. Also, as an international organization, NEFCO is exempted from VAT within the European Union[2].

7.3 Invoices specifying the nature and extent of the Services performed will be paid by NEFCO within 30 (thirty) days from the date of receipt, subject to NEFCO's acceptance of the Services as satisfactory. Should an invoice or a part thereof be disputed by NEFCO, NEFCO will up-front pay the undisputed part.

7.4 The Consultant shall submit a written confirmation issued by the account-holding bank confirming that the Consultant is the legal owner of the bank account to which the payment is requested to be made.

7.5 At the latest within 90 (ninety) days after completion of the Assignment, the Consultant shall submit a final invoice specifying any outstanding payments with respect to the Services provided under the Assignment. NEFCO's payment of the final invoice will only take place once NEFCO has agreed to that the Assignment has been completed. Any subsequent claim for payment shall entail no more than the right of set-off of any payments owed by NEFCO to the Consultant, unless the Consultant, within the specified time, gives written notification to the effect that an outstanding payment, unknown to him at that time, may lead to a further claim, or can show that the claim is based on the outstanding sum that was unknown to him at the time.

7.6 If NEFCO should not make an undisputed payment on time, the Consultant shall be entitled to request interest on the overdue amount if the claim is presented within reasonable time not exceeding 45 (forty-five) days after the overdue date, at an annual interest rate of 9% p.a. (nine per cent per annum) from and including the due date to but excluding the date of actual payment.

8 LIABILITY AND LIMITATION OF LIABILITY

8.1 The Consultant shall, subject to the limitations specified below in this Section 8 and any additional provisions agreed in the Special Terms and Conditions, be liable for any damage that the Consultant, its subcontractors or any other party engaged by the Consultant for the performance of the Services, may cause NEFCO to incur as a consequence of the Consultant's wilful misconduct, negligence or breach of the Agreement.

8.2 NEFCO's acceptance of the Services shall not release the Consultant from liability.

8.3 The total aggregate liability of both Parties under or in relation to the Agreement shall be limited to the higher of (i) 50,000 euro; or (ii) the value of the Total Fee and possible costs compensation paid or payable by NEFCO to the Consultant under the Agreement.

8.4 The limitation of liability set out in this Section 8 shall not apply in case of gross negligence, fraud, wilful misconduct, death or personal injury, material breach of the Agreement or breach of the Agreement in relation to the intellectual property rights or indemnification provisions set out in Section 9 or in relation to the confidentiality provision in Section 12. Further, the limitation of liability set out in this Section 8 shall not apply in case the Consultant is liable for payments to any third party in accordance with Section 4.2.

[1]Agreement between Denmark, Finland, Iceland, Norway and Sweden concerning the Nordic Environment Finance Corporation, available at NEFCO's website www.nefco.int.
[2] On the basis of Article 151(1), point b, of Directive 2006/112/EC on the common system of value added tax (as amended by 2009/162/EC) and Article 12(1), point b, of Directive 2008/118/EC concerning the general arrangements for excise duty.

9 RIGHTS OF OWNERSHIP, INTELLECTUAL PROPERTY RIGHTS AND INDEMNIFICATION

9.1 All rights, title, interest and all intellectual property rights in and to any pre-existing material, information, data, programs, models, methods and/or work created by a Party outside the scope of this Agreement or prior to the execution of this Agreement, shall vest in and remain the sole and exclusive property of that Party.

9.2 All rights, title, interest and all intellectual property rights in or relating to the Services shall vest exclusively in NEFCO. The Consultant may retain copies of documents and data, but shall not be entitled to use this material for purposes unrelated to the Services without NEFCO's prior written consent.

9.3 Equipment, vehicles and materials made available to the Consultant by NEFCO, or purchased by the Consultant wholly or partly with funds supplied or reimbursed by NEFCO under this Agreement shall be the property of NEFCO and shall be marked as such. Upon completion of the Services or termination of the Agreement, the Consultant shall make available to NEFCO an inventory of such equipment, vehicles and materials and shall dispose of same equipment, vehicles and materials in accordance with NEFCO's instructions.

9.4 For the avoidance of doubt, nothing in this Agreement shall limit a Party's right to use the general professional skills, experience and know-how acquired and/or applied by it under or in relation to this Agreement for the benefit of itself or a third party.

9.5 The Consultant shall indemnify, defend and hold NEFCO harmless from any and all claims, suits, actions or demands asserted against NEFCO world-wide, and against all liabilities, damages, losses, costs and expenses (including but not limited to attorney's fees) which NEFCO may incur when arising directly or indirectly from any infringement or alleged infringement of any patent, trademark, copyright or design or any other intellectual property right of a third party, if such claim, demand, suit or action may be attributable to the Consultant's provision of the Services. Should an intellectual property claim, or threat for such claim, arise, the Parties shall seek to agree on appropriate measures to address the matter. The cost for the defence against any such claim shall be entirely borne and covered by the Consultant as set out above.

9.6 No limitation(s) of liability set out in the Agreement or otherwise shall apply to the indemnification undertaking to hold NEFCO harmless as set out in Section 9.5 above.

10 INSURANCE

10.1 The Consultant shall maintain adequate insurance for any liability under this Agreement, including for safeguarding of the documents and other property of NEFCO, which may be in the Consultant's possession during the Assignment.

10.2 Unless otherwise agreed between the Parties, the Consultant shall maintain adequate professional liability insurance throughout the entire period of the Assignment.

10.3 The Consultant shall be responsible for insuring its Assigned Personnel, and for ensuring that any subcontractor(s) is similarly insured, against death, injury, loss of property and illness. The Consultant shall also be responsible for ensuring that adequate travel insurance is in place.

10.4 Upon NEFCO's request, the Consultant shall provide evidence demonstrating that sufficient insurance is in place.

11 LEGAL STATUS OF NEFCO

11.1 The Consultant expressly acknowledges NEFCO's legal status as an international organisation, vested with certain immunities and privileges, and the impact this special legal status has on NEFCO's contractual obligations as follows:

(i) NEFCO is a legal person under international law and is governed solely by and operates under its constituent documents;

(ii) NEFCO enjoys immunity from jurisdiction, which means that the chosen dispute resolution mechanism shall be arbitration and only a final arbitral award is binding upon NEFCO;

(iii) NEFCO itself, its property and assets (wherever located and by whomsoever held) are immune from search, requisition, confiscation and expropriation by executive and legislative actions (including any interim court orders, injunctive reliefs etc.);

(iv) NEFCO's premises, archives, and all documents belonging to NEFCO or held by NEFCO are inviolable and the communications of NEFCO are protected by bank secrecy and are confidential;

(v) NEFCO has its own established governing and supervisory bodies and, therefore, NEFCO is exempted from audit inspections and disclosure requirements under national laws or as otherwise may be imposed on a party through a contractual relationship; and

(vi) NEFCO is not bound by any national or EU legislation on protection of personal data. NEFCO's Global Privacy Policy (available at NEFCO's website) provides information on why and how personal data is processed at NEFCO.

11.2 Nothing in this Agreement shall be construed as a waiver, renunciation or other modification of any immunities, privileges or exemptions accorded to NEFCO pursuant to the Agreement concerning NEFCO, any international convention or any applicable law. Notwithstanding the foregoing, NEFCO has made an express submission to arbitration under Section 16 and accordingly, and without prejudice to its other privileges and immunities (including, without limitation, the inviolability of its archives), it acknowledges that it does not have immunity from suit and legal process in respect of the enforcement of a final arbitral award duly made against it as a result of its express submission to arbitration pursuant to Section 16.

12 CONFIDENTIALITY

12.1 The Consultant understands and agrees that as part of the Assignment, the Consultant may get access to information (in hard copy, electronic format or verbally) that relates to NEFCO's or NEFCO's clients' and cooperation partners' past, present or future operations, businesses, research, development, finances, services and technical know-how or knowledge (the "**Confidential Information**"). Any information related to NEFCO and its activities is protected by bank secrecy and shall therefore be treated as Confidential Information and be subject to the confidentiality obligation set out in this Section 12. Furthermore, all information contained in this Agreement shall be deemed Confidential Information.

12.2 The Consultant undertakes to keep confidential any Confidential Information it may receive from NEFCO, a client of NEFCO or any third party under or in connection with this Agreement and, save as specifically permitted below, not to divulge this information to any third party without NEFCO's prior written consent. The Consultant undertakes to use the Confidential Information solely for the purposes of this Agreement.

12.3 Save as may follow from statutory obligations of confidentiality, the above shall not apply to any information that:

(i) is in the public domain at the time of disclosure or later becomes a part of the public domain through no breach of this Agreement;

(ii) is received by the Consultant in good faith from a third party who is under no obligation of confidentiality with respect thereto;

(iii) is known to the Consultant without any obligation of confidentiality prior to disclosure by NEFCO;

(iv) is independently developed by the Consultant without utilizing the Confidential Information as evidenced by the Consultant's written records;

(v) is expressly authorised to be disclosed by NEFCO in writing; or

(vi) is required to be disclosed by law or in accordance with the requirement of a supervisory or regulatory authority to which the Consultant is subject to. For the sake of clarity, the Consultant expressly acknowledges that NEFCO enjoys inviolability of its archives and communication, including any data, information and material, and therefore any disclosure in accordance with this subsection shall always be subject to NEFCO's prior written consent. Any such authorised disclosure shall only be made to the extent required.

12.4 The Consultant may give access to Confidential Information received from NEFCO to its Assigned Personnel and/or subcontractors (if any) only on a need-to-know basis, and provided that there is always a clear understanding of the confidential nature of the information as set out in this Section. The Consultant further represents and warrants that it will ensure that the Assigned Personnel and/or subcontractors (if any) will agree to be bound and adhere to the confidentiality obligations set out in this Section. The Consultant also accepts that all Assigned Personnel performing the Services shall, at NEFCO's request, be obliged to sign a separate confidentiality agreement.

12.5 The Consultant shall exercise its utmost care in safeguarding that the Confidential Information is appropriately processed, stored, handled and protected.

12.6 The rights and obligations set out in this Section shall survive the expiry or termination of this Agreement. Upon expiry or termination of the Agreement for any reason, the Consultant shall immediately cease using the Confidential Information and, upon NEFCO's request, destroy or promptly return all concerned material (and all copies thereof) to NEFCO and confirm to NEFCO, within 15 (fifteen) days after NEFCO's request, that all of the Confidential Information has been destroyed or returned.

13 PERSONAL DATA PROTECTION

13.1 The Consultant shall at all times comply with the applicable data protection laws in processing any personal data, including by procuring all requisite consents where necessary, including where explicit consent is required.

13.2 The Consultant

(i) has introduced and applies appropriate data protection policies and procedures concerning the collection, use, storage, retention, transfer and security of personal data;

(ii) has implemented regular staff training, using testing, audits or other documented mechanisms to ensure and monitor compliance with those policies and procedures;

(iii) has ensured that only authorised personnel has access to personal data and that such access has only been granted on a need to know basis; and

(iv) maintains complete, accurate and up to date records of all of its personal data processing activities as required by the applicable data protection laws.

14 AUDITING, ANTICORRUPTION AND ETHICAL CONDUCT

14.1 The Consultant shall (i) keep accurate and systematic accounts and records with respect to the Services provided under the Agreement, in accordance with internationally accepted accounting principles and in a form and detail which clearly identifies all relevant charges and costs, and their basis; and (ii) upon request up to two (2) years from the expiration or termination of the Agreement, permit NEFCO or its designated representative to inspect these accounts and records and to make copies thereof as well as to have them audited by auditors appointed by NEFCO.

14.2 The Consultant acknowledges and confirms that it is aware of and undertakes to comply with NEFCO's Policy on Anticorruption and Compliance, available at NEFCO's website (the "**Anticorruption Policy**"), which includes specifically an undertaking to (i) not engage directly or indirectly in any abuse, coercion, collusion, corruption, fraud, obstruction, money laundering or financing of terrorism as defined in the Anticorruption Policy (the "**Prohibited Practices**"), and (ii) promptly, upon becoming aware of any suspected or alleged Prohibited Practices in relation to the Services or the Agreement, notify NEFCO in writing.

14.3 The Consultant acknowledges and confirms that it is aware of and undertakes to comply with NEFCO's Policy on Prevention of Sexual Exploitation, Sexual Abuse and Sexual Harassment, available at NEFCO's website (the "**SEAH Policy**"), which includes specifically an undertaking to (i) refrain from directly or indirectly participating or engaging in any form of sexual abuse, sexual exploitation or sexual harassment as defined in the SEAH Policy, and (ii) promptly, upon becoming aware of any suspected or alleged SEAH in relation to the Services or the Agreement, notify NEFCO in writing.

14.4 The Consultant undertakes while performing the Services to observe the highest ethical standards and to follow all applicable laws, including but not limited to those relating to payment of taxes and/or social security contributions in accordance with the laws of the country in which the Consultant is domiciled, operates or where the Services are performed.

14.5 The Consultant shall provide NEFCO or any designated NEFCO representative its full and timely cooperation during any integrity due diligence process or investigation relating to an suspected or alleged breach of the Anticorruption Policy or the SEAH Policy, and shall require its agents, attorneys, accountants or other advisers, to cooperate as reasonably required during any due diligence, audits or investigations carried out by NEFCO. The Consultant shall also make relevant personnel available for a meeting with the NEFCO representative.

14.6 NEFCO shall, in its sole discretion, have the right to terminate the Agreement with immediate effect, should it become apparent in the reasonable opinion of NEFCO that the Consultant, the Assigned Personnel or any other parties involved in the provision of the Services have engaged in Prohibited Practices or in SEAH, and/or have not adhered to the obligations under this Section 14.

15 REFERENCE RIGHT

15.1 The Consultant shall be entitled to use NEFCO name as a reference for marketing or other purposes subject to NEFCO's prior written consent in each individual case.

16 GOVERNING LAW AND DISPUTE RESOLUTION

16.1 This Agreement shall be governed by and construed in accordance with the substantive laws of Sweden.

16.2 Any dispute, controversy or claim arising out of or in connection with this Agreement, or the breach, termination or invalidity thereof, which has not been settled amicably by mutual agreement of the Parties within 60 (sixty) days after the other Party's receipt of a written request for negotiations by either Party to such effect, shall be finally settled by arbitration administered by the SCC Arbitration Institute (the "**SCC**").

16.3 The Rules for Expedited Arbitrations of the SCC (the "**Expedited Rules**") shall apply where the amount in dispute does not exceed EUR 300,000. Where the amount in dispute exceeds EUR 300,000, the Arbitration Rules of the SCC (the "**Arbitration Rules**") shall apply. The arbitral tribunal shall be composed of a sole arbitrator appointed in accordance with the Expedited Rules or Arbitration Rules, as relevant. The amount in dispute shall be calculated as including the claims made in the request for arbitration and any counterclaims made in the answer to the request for arbitration. With reference to points 11.1 (ii) and 11.1 (iii) in Section 11 of this Agreement, Article 38 (Interim measures) of the Expedited Rules and Article 37 (Interim measures) of the Arbitration Rules shall not be applicable to NEFCO during the arbitral proceeding.

16.4 The legal seat and place of arbitration shall be Stockholm, Sweden. The arbitrator may, at /her discretion, hold hearings, meetings and deliberations at any other convenient geographical place in order to secure the efficient and cost-effective conduct of the proceedings.

16.5 The language to be used in the arbitral proceedings (including the documentation) shall be English.

16.6 The arbitral award shall be final and binding upon the Parties.

17 TERM AND TERMINATION

17.1 The Agreement shall become effective and binding upon signing by both Parties and shall remain effective until both Parties have fulfilled their respective obligations under the Agreement, unless terminated earlier in accordance with this Agreement.

17.2 NEFCO shall be entitled to terminate the Agreement with 30 (thirty) days prior written notice. In such case the Consultant shall be entitled to compensation, in accordance with this Agreement, (i) for the Services carried out until the notice of termination was made and (ii) for occurred verified necessary expenses which have not yet been reimbursed.

17.3 NEFCO shall be entitled to terminate the Agreement with immediate effect upon written notice, if the Consultant files for bankruptcy or is put into liquidation, receivership or becomes insolvent. In such case the Consultant shall be entitled to compensation, in accordance with this Agreement, (i) for the Services carried out until the notice of termination was made and (ii) for occurred verified necessary expenses which have not yet been reimbursed.

17.4 Either Party shall be entitled to terminate the Agreement with 30 (thirty) days prior written notice, if there is a *force majeure* event that continues for more than 30 (thirty) days or if the other Party is in material breach of its obligations under the Agreement and the breaching Party fails to remedy such breach within the notice period. Any unpaid fee that is disputed by NEFCO shall not constitute a material breach under this Section.

17.5 Upon termination, the results of work carried out shall immediately be handed over to NEFCO, unless otherwise agreed between the Parties.

18 AMENDMENTS TO THE AGREEMENT

18.1 Any amendments to the Agreement shall be made in writing and accepted and signed by the authorised representatives of both Parties.

19 TRANSFER OF THE AGREEMENT

19.1 The Consultant may not assign or transfer this Agreement or any of its rights or obligations under the Agreement without NEFCO's prior written consent.

20 NOTICES

20.1 Any notice to be given by one Party to the other shall be made in writing and deemed properly given or made when delivered to the recipient by hand, registered mail, courier or email during normal business hours to the address and contact person specified in Section 1 of the Special Terms and Conditions (or to such other address as may be notified in writing from time to time by either Party). If given by email, any notice shall promptly be confirmed by registered letter or courier.

21 SURVIVING TERMS

21.1 The following Sections of NEFCO's General Terms and Conditions for Consultancy Services shall survive any termination or expiry:

Section 8, Liability and Limitation of Liability;
Section 9, Rights of Ownership, Intellectual Property Rights and Indemnification;
Section 11, Legal Status of NEFCO;
Section 12, Confidentiality;
Section 13, Data Protection;
Section 14, Auditing, Anticorruption and Ethical Conduct;
Section 15, Reference Right; and
Section 16, Governing Law and Dispute Resolution.

MODERN COOKING
FACILITY FOR AFRICA

Annex 2

TERMS OF REFERENCE

Mid-Term Evaluation of the Modern Cooking Facility for Africa (MCFA)

Countries: DRC, Kenya, Malawi, Mozambique, Tanzania, Zambia, and Zimbabwe

Client: Nefco

Date: 17 September 2026

Contents

Acronyms and abbreviations

BGFA	Beyond the Grid Fund for Africa
CCS	Clean Cooking Service
CSP	Cooking Service Provider
CV	Curriculum Vitae
DRC	Democratic Republic of the Congo
ESMAP	Energy Sector Management Assistance Program
EU	European Union
GDPR	General Data Protection Regulation
GHG	Greenhouse Gas
IEA	International Energy Agency
IVA	Independent Verification Agent
MCFA	Modern Cooking Facility for Africa
MRV	Monitoring, Reporting and Verification
MTE	Mid-Term Evaluation
Nefco	Nordic Environment Finance Corporation
OECD-DAC	Organisation for Economic Co-operation and Development's Development Assistance Committee
RBF	Results-Based Financing
RfP	Request for Proposals
SDG	Sustainable Development Goal
ToR	Terms of Reference
WHO	World Health Organization
wC	Weighted Cost

1. INTRODUCTION AND PROGRAMME BACKGROUND

1.1 Background and clean cooking context

The lack of access to modern, clean cooking remains one of the world's most persistent development challenges. In 2023, more than 2 billion people globally still lacked access to clean cooking solutions, with Sub-Saharan Africa accounting for approximately 960 million of them—nearly half of the global access deficit. Sub-Saharan Africa is the only region where progress in expanding clean cooking access has not kept pace with population growth, resulting in a continued increase in the absolute number of people relying on polluting fuels and traditional cooking technologies (IEA, 2024).

The consequences are severe. The World Bank estimates that a lack of access to modern cooking services costs the global economy more than USD 2.4 trillion annually, including approximately USD 1.4 trillion in health-related impacts alone (ESMAP, 2020)[1]. Household air pollution from polluting cooking fuels and technologies causes approximately 2.9 million premature deaths each year and disproportionately affects women and children (WHO, 2025)[2]. Key barriers to the adoption of clean cooking solutions include affordability constraints, limited access to financing, entrenched cooking practices and consumer preferences, and low awareness of available alternatives (IEA, 2024)[3].

1.2 The Modern Cooking Facility for Africa

1.2.1 Programme overview

Against this background, Nefco, with financing from Sweden, Norway, and the European Union has developed a results-based financing (RBF) programme to foster growth in the use of modern cooking solutions, resulting in the establishment of the Modern Cooking Facility for Africa (MCFA).

MCFA supports the scale-up of modern cooking solutions in seven Sub-Saharan African countries[4]: the Democratic Republic of the Congo (DRC), Kenya, Malawi, Mozambique, Tanzania, Zambia, and Zimbabwe. The aim of the programme is to provide up to 4 million people in Africa with access to clean, modern, and affordable cooking solutions by the end of 2029. MCFA does this by financially incentivising companies offering clean cooking solutions, so-called Cooking Service Providers (CSPs), to engage in the business of offering affordable, high-quality, and energy-efficient clean cooking services (CCSs) to end-customers in the project countries and thereby accelerating the creation of a long-term sustainable market. The facility

[1] Energy Sector Management Assistance Program (ESMAP). (2020). *The state of access to modern energy cooking services*. World Bank Group. https://www.esmap.org/publications/state-access-modern-energy-cooking-services
[2] World Health Organization. (2025). *Household air pollution*. https://www.who.int/news-room/fact-sheets/detail/household-air-pollution-and-health
[3] International Energy Agency. (2024). *SDG7: Data and projections – Access to clean cooking*. IEA. https://www.iea.org/reports/sdg7-data-and-projections/access-to-clean-cooking
[4] MCFA covers seven eligible programme countries. The currently contracted portfolio comprises projects in six of these countries; there are no projects in Malawi.

supports higher-tier electric cookstoves and cookstoves that use sustainably produced solid and liquid biofuels or biogas solutions.

MCFA contributes to SDG 7 promoting on affordable and clean energy. It also supports SDG 3 on good health and well-being, SDG 5 on gender and empowering women and girls, SDG 13 on climate change and SDG 15 on life on land.

In April 2022, the MCFA launched its first call for proposals (MCFA1) inviting interested companies selling modern cooking solutions to compete for funding. As a result, 14 contracts with CSPs selected through MCFA1 were signed in six MCFA project countries.

In the end of November 2023, Nefco launched a second funding round (MCFA2), resulting in 10 additional CSPs contracted to the MCFA portfolio. The total contract value of the current portfolio of 24 MCFA investee companies is ca. EUR 40 million[5] .

1.2.2 Programme theory of change

MCFA's theory of change is described in the Annual Results Report 2024 (p. 16-17)[6].

The key outcome of the programme is increased usage of clean cooking solutions and fuels. This transition improves health and well-being – particularly for women and girls – by reducing exposure to harmful pollutants. Additionally, it decreases greenhouse gas emissions, mitigates deforestation and biodiversity loss and increases the time available for women and girls by reducing the burden of fuel collection and cooking. At the same time, new jobs are created and gender equality is furthered within the clean cooking companies and their business operations.

The programme also generates valuable knowledge and data on sectoral challenges and opportunities from the perspective of private companies while mobilising additional funding for the clean cooking market. These efforts contribute to the broader adoption of sustainable cooking solutions among residential, commercial and institutional users.

Through these mechanisms, MCFA drives systemic change, fostering a more advanced, sustainable, inclusive and resilient clean cooking sector in Sub-Saharan Africa.

MCFA's theory of change is also built on implicit assumptions regarding risk and uncertainty. As a market-development and results-based financing intervention operating in emerging and evolving clean cooking markets, MCFA may involve trade-offs between portfolio performance, innovation, market creation, inclusion objectives and willingness to support business models, technologies or market segments associated with higher levels of uncertainty.

1.2.3 Programme status and portfolio composition

The MCFA portfolio spans six Sub-Saharan African countries and includes companies operating across a variety of market contexts, customer segments and business models.

The MCFA portfolio comprises a diverse range of modern and clean cooking technologies, reflecting MCFA's objective of supporting market development across different clean cooking pathways. Around 42% of MCFA-supported CSPs focus on electric cooking solutions, 33% on biomass-based solutions such as pellets and

[5] MCFA1 call for proposals EUR 24 million, MCFA2 call for proposals EUR 16 million

[6] mcfa-annual-results-report-2024_digital_spreads.pdf

briquettes, and 25% on biogas technologies. Electric cooking projects account for the largest share of targeted clean cooking services under the programme. An overview of the portfolio composition by technology, including the distribution of companies across countries and technology-specific clean cooking service targets, is presented in Figure 1. Based on current agreements, the portfolio is expected to deliver approximately 1.2 million clean cooking services and provide access to clean cooking for approximately 5.2 million people.

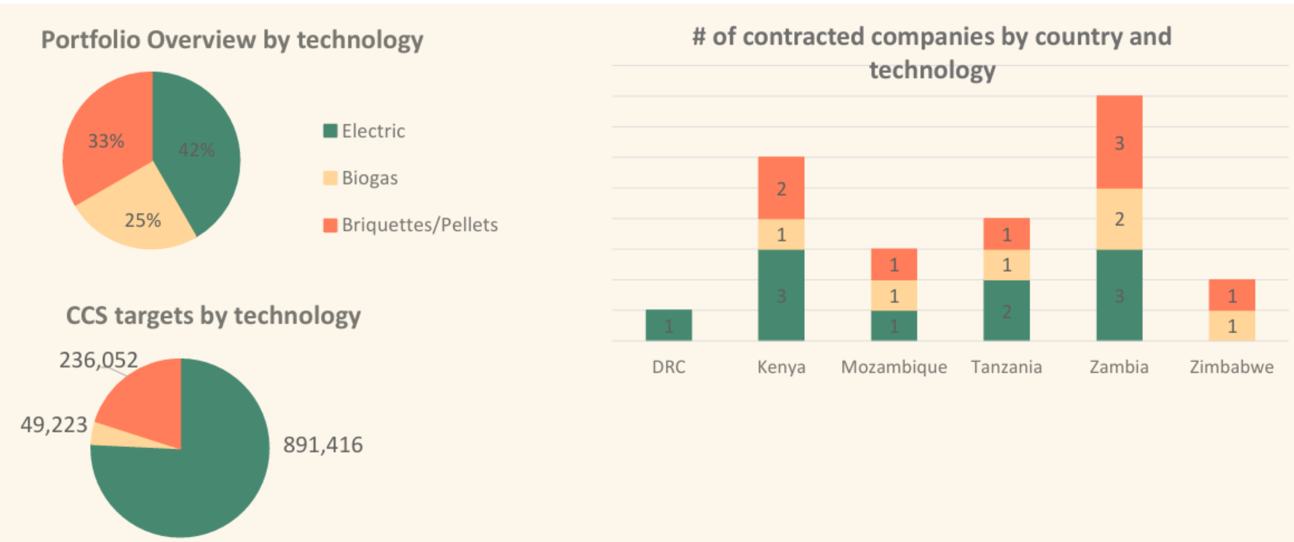

Figure 1. MCFA portfolio overview by technology and project country.

Implementation progress varies across the portfolio. While several projects are already reporting and delivering verified clean cooking services, a number of projects entered implementation more recently and remain in early deployment stages. By June 2026, MCFA-supported companies had reported more than 46,000 clean cooking services delivered, corresponding to access to clean cooking for more than 200,000 people.

Further information on MCFA-supported companies, including contractual clean cooking service targets, is available on the MCFA website through the *Our Projects* page. Information on results achieved to date is available through the *Our Impact* page.

2. EVALUATION PURPOSE, OBJECTIVES AND INTENDED USE

2.1 Purpose

The mid-term evaluation serves the accountability, learning and strategic decision-making needs of Nefco, donors, CSPs and other stakeholders. Beyond assessing programme performance, it seeks to generate evidence on the extent to which MCFA has responded to the realities of the private clean cooking sector and what this reveals about the conditions required for sustainable market growth and CSP scale-up. The resulting lessons will support adaptive management during the remainder of MCFA's implementation period and inform future clean cooking initiatives, donor strategies and wider sector development.

2.2 Objectives

- Assess whether MCFA's strategic framing, theory of change, programme design, implementation model and resourcing were appropriate and coherent in light of sector needs, target market maturity, the broader clean cooking support landscape, implementation experience and current sector developments.
- Analyse implementation progress and explain variation in performance across CSPs, technologies, countries and business models, including how efficiently and effectively MCFA addresses key barriers to CSP scale-up.
- Assess MCFA's additionality, sustainability prospects and contribution to market development, including the conditions under which supported business models are likely to achieve sustainable scale.
- Generate forward-looking insights for future clean cooking programming, donor strategies, financing mechanisms and wider sector development in light of emerging sector trends.

2.3 Intended users and uses

The evaluation should be planned, carried out and shared in a way that ensures its usefulness both during and after the process. The intended users are indicatively listed below.

INTENDED USER	MAIN EXPECTED USES
Nefco programme management	Adaptive management, portfolio steering, CSP engagement, management decisions, developing communications strategy, preparing for exit, and organisational learning.
Donors and Steering Committee	Accountability, strategic learning, future programming decisions and consideration of future facility design.
CSPs and sector actors	Practical lessons on scale-up barriers, business models, financing, market readiness and sustainability.
Wider clean cooking and energy access community	Evidence on clean cooking market development; and the role, suitability and limits of results-based financing and related support instruments.

More detailed expectations regarding how the MTE will be used, including the decisions, discussions, learning processes and strategic reflections it is intended to inform, will be discussed and agreed during the kick-off and inception phases.

3. EVALUATION CRITERIA AND TENTATIVE EVALUATION QUESTIONS

3.1 Relevance

Definition of Relevance: "*The extent to which the intervention objectives and design respond to beneficiaries', global, country, and partner/institution needs, policies, and priorities, and continue to do so if circumstances change.*" (OECD-DAC, 2019)

- To what extent did MCFA respond to sector needs and market gaps through appropriate country, market, technology (including cooking fuels) and funding offer choices?
- Was MCFA's programme design, including its implementation model and resourcing, appropriate for the programme's intended ambition and operating context?
- Which of MCFA's underlying assumptions regarding market maturity, CSP readiness, risk, target flexibility, scale-up and market development have proven valid, which have proven less valid, and what does this imply for future clean cooking support?
- To what extent has MCFA adapted to external and internal changes over time while continuing to meet priority needs?

3.2 Efficiency

Definition of Efficiency: "*Efficiency is the extent to which the intervention delivers, or is likely to deliver, results in an economic and timely way*." (OECD-DAC, 2019)

Efficiency corresponds primarily to the output level of MCFA's Theory of Change: (1) increased access to high-tier clean cooking solutions through the scaling of existing company operations and facilitation of market entry by new companies, and (2) the generation of knowledge and data on challenges and opportunities in the clean cooking sector from the perspective of private companies. Consistent with the OECD-DAC definition, the evaluation should assess how efficiently programme resources were converted into these results, including whether outputs and progress towards intended outcomes were achieved in a timely, economical and cost-effective manner. The achievement of outcomes themselves is assessed under the Effectiveness criterion.

- To what extent has MCFA delivered its expected outputs to date, including increased access to high-tier clean cooking solutions and the generation of knowledge on clean cooking sector challenges and opportunities?
- To what extent do MCFA's implementation architecture, governance, staffing, systems and verification processes enable delivery that is timely, proportionate and cost-conscious, given the programme's objectives, complexity, risk profile, portfolio needs and stakeholder transaction costs?

3.3 Effectiveness and additionality

Definition of Effectiveness: "*Effectiveness is the extent to which the intervention achieved, or is expected to achieve, its objectives, and its results, including any differential results across groups*." (OECD-DAC, 2019)

Definition of Additionality: "Financial additionality refers to providing or mobilising financing that would otherwise be unavailable on the required scale or terms; value additionality refers to providing non-financial value beyond funding, such as technical assistance, capacity building, governance support or advisory services, that improves development outcomes, and development additionality refers to delivering development impacts that would not have occurred without the partnership between the public and private sectors." (OECD-DAC, 2023)

Effectiveness corresponds to the outcome level in MCFA's theory of change: (1) Increased sustainable & clean cookstove and fuel usage by residential, commercial, and institutional customers, (2) Additional funding catalysed for the clean cooking service sector, and (3) New jobs created, gender equality strengthened within CSPs and their operations. The evaluation should assess to what extent the programme has achieved these outcomes.

- To what extent has MCFA achieved its expected outcomes, and what positive or negative unintended outcomes have been observed?
- To what extent has MCFA generated financial, value and (potential) development additionality by mobilising finance, providing non-financial support and enabling investments, market developments and development outcomes that would not otherwise have occurred, or would have occurred later, at smaller scale or with higher risk?

3.4 Coherence

Definition of Coherence: "The compatibility of the intervention with other interventions in a country, sector or institution. Internal coherence addresses the synergies and interlinkages between the intervention and other interventions carried out by the same institution/government, as well as the consistency of the intervention with the relevant international norms and standards to which that institution/government adheres. External coherence considers the consistency of the intervention with other actors' interventions in the same context. This includes complementarity, harmonisation and co-ordination with others, and the extent to which the intervention is adding value while avoiding duplication of effort." (OECD-DAC, 2019)

- Internal coherence: To what extent does MCFA reflect a coherent donor approach to clean cooking, both through alignment with the wider policies, strategies and interventions of the participating donor institutions and through effective complementarity and synergy among those institutions?
- External coherence: How well does MCFA complement other donor, investor, carbon finance and sector support initiatives in clean cooking, and to what extent does it add value while avoiding duplication?

3.5 Sustainability

Definition of Sustainability: "*The extent to which the net benefits of the intervention continue, or are likely to continue. Includes an examination of the financial, economic, social, environmental, and institutional capacities of the systems needed to sustain net benefits over time. Involves analyses of resilience, risks and potential trade-offs.*" (OECD-DAC, 2019)

- To what extent are the outcomes generated through MCFA likely to be sustained beyond programme support, and what factors—including business model viability, affordability, fuel

availability, after-sales service, working capital, co-financing and carbon finance—are most critical to long-term sustainability?
- Over what time horizon, if at all, are supported CSPs expected to become commercially and operationally sustainable without continued programme support, and what conditions would need to be in place for this to occur?

3.6 Impact potential

Definition of Impact: "*The extent to which the intervention has generated or is expected to generate significant positive or negative, intended or unintended, higher-level effects. Note: Impact addresses the ultimate significance and potentially transformative effects of the intervention. It seeks to identify social, environmental and economic effects of the intervention that are longer term or broader in scope than those already captured under the effectiveness criterion. Beyond the immediate results, this criterion seeks to capture the indirect, secondary and potential consequences of the intervention. It does so by examining the holistic and enduring changes in systems or norms, and potential effects on people's well-being, human rights, gender equality, and the environment*." (OECD-DAC, 2019)

This refers to the impact level in MCFA theory of change: (1) Improved health and well-being of especially women and girls by lowering exposure to harmful pollutants, (2) Increased time available for women and girls for various activities and reduced drudgery from fuel procurement and cooking, (3) Reduced greenhouse gas emissions, and (4) Avoided deforestation and loss of biodiversity.[7]

- Positive social, environmental, and climate impacts: What credible contribution is MCFA making, or likely to make, to improved health and well-being, reduced drudgery and increased time availability for women and girls, climate change mitigation and environmental sustainability?
- Consumer protection: What evidence exists that supported solutions are affordable, usable, reliable, safe and valuable for different customer groups, and what intended or unintended effects, consumer protection risks or barriers to equitable access need to be managed to safeguard customer well-being and impact potential?
- Contribution to market systems change: What credible contribution is MCFA making, or likely to make, to broader market and system-level change, including market maturity, investment readiness, innovation, sector capabilities, knowledge generation, market resilience and the enabling conditions for sustainable scale?

[7] Although MCFA's current theory of change refers to contributing to a more advanced, sustainable, inclusive and resilient clean cooking sector, it does not explicitly describe how MCFA is expected to contribute to broader market systems development beyond the growth of individual CSPs. The evaluation team should therefore examine and further articulate MCFA's expected contribution to market development and sector transformation, and reflect this more explicitly in the revised theory of change.

3.7 Strategic lessons and futures outlook

The purpose of this section is not to conduct a comprehensive foresight exercise. Rather, it seeks to identify emerging trends, uncertainties and plausible future developments that may influence MCFA's remaining implementation period through programme completion (2029/2030) and shape the evolution of the clean cooking sector over the subsequent 5–15 years. Building on implementation experience, stakeholder perspectives and available sector evidence, the analysis should examine what MCFA's experience reveals about the conditions under which different approaches to clean cooking market development are effective, and the implications of evolving sector dynamics for future donor programmes, development finance institutions, carbon finance initiatives and other actors supporting clean cooking market development. Particular attention should be given to lessons for future programming, financing mechanisms, market development and sector support efforts beyond MCFA.

- Which emerging policy, carbon finance, donor, technology and market trends are most likely to influence the sector over the next 5–15 years?
- What plausible future pathways, opportunities, risks and uncertainties could shape the development of the clean cooking sector over the coming decade?
- What does MCFA's experience reveal about the conditions under which different design choices, implementation models, financing approaches and market engagement strategies support clean cooking market development and CSP scale-up, and what lessons might this provide for future donor programmes and other sector actors?
- What lessons from the Beyond the Grid Fund for Africa (BGFA) appear transferable to MCFA, and what additional insights does MCFA contribute regarding clean cooking market development, RBF design and facility implementation?[8]

4. SCOPE AND BOUNDARIES

4.1 Scope and units of analysis

The evaluation should analyse MCFA at sector, programme, portfolio, CSP, country/market, technology/fuel pathway and end-user levels. Coverage and depth should be sufficient to explain meaningful variation in performance, market conditions, technologies, fuels and business models, while remaining proportionate to available evidence, strategic relevance and the available budget and timetable.

[8] The BGFA is MCFA's sister programme and also managed by Nefco. The BGFA MTE should be used as a relevant analytical source where lessons are transferable to MCFA. The evaluation should avoid unnecessary repetition of generic RBF or facility-management analysis and focus its primary effort on issues that are specific to clean cooking, MCFA's design and MCFA's operating context.

4.2 Boundaries and exclusions

- No extensive new clean cooking sector analysis unless specific knowledge gaps are essential for answering the evaluation questions.
- No full impact evaluation of health, environmental, climate or gender outcomes. MCFA estimates these impacts using established calculation methodologies, and additional end-user evidence will be collected through separate customer surveys.
- No re-verification of RBF results claims or comprehensive audit of the MRV system.
- No exhaustive country-by-country evaluation unless justified by the evaluation design for specific countries or analytical purposes. (However, a country-level analysis could compare two key MCFA countries with contrasting clean cooking market conditions: Kenya as a more advanced market and Zambia as a more nascent one.)
- No detailed audit of carbon accounting methodologies; carbon finance should be analysed primarily from strategic, market, operational and commercial perspectives.
- No generic study of results-based financing approaches; existing evidence, including the BGFA MTE and other relevant studies, should be used where findings are transferable.

5. APPROACH AND METHODOLOGY

5.1 Approach

The evaluation should be theory-based, mixed-methods, contribution-oriented, utilisation-focused, and futures-informed. It should combine evidence on programme performance with strategic analysis of design choices and assumptions, implementation arrangements, market realities and future implications. The approach should be proportionate and should prioritise evidence that can inform decision-making.

This section is intentionally concise at this stage and will be further developed with the selected Team Leader.

The evaluation should further be informed by private-sector impact measurement and management (IMM) principles. During the ToR refinement and inception phases, the Team Leader shall translate the evaluation framework into a structure based on the Five Dimensions of Impact (Who, What, How Much, Contribution and Risk)[9]. The OECD-DAC criteria and the tentative evaluation questions presented in these ToR should be treated as analytical inputs informing the assessment of the five dimensions rather than as the primary organising framework. The resulting framework should enable MCFA's performance, additionality, sustainability, market-development contribution and impact potential to be assessed through a private-sector and impact-management lens that is relevant to enterprises, investors, development finance institutions and results-based financing programmes.

[9] Five Dimensions of Impact | Impact Frontiers

5.2 Possible analytical components

The evaluation Team Leader (and, subsequently, the team) should propose a range of analytical components, as relevant to answering the evaluation questions and subject to data availability and proportionality. Possible components include (tentatively):

Relevance

- Strategic framing and design analysis.
- Theory of change and assumptions analysis.
- Sector needs, market gaps and programme positioning analysis.
- Adaptation to changing conditions and emerging sector developments.

Efficiency

- Implementation architecture, governance and management analysis.
- MRV, verification, payment and data systems analysis.
- Operational efficiency and stakeholder transaction-cost analysis.
- Resource utilisation and value-for-money analysis.

Effectiveness and additionality

- Portfolio and CSP performance analysis.
- CSP scale-up and business model analysis.
- RBF mechanism and incentive-structure analysis.
- Financial, value and development additionality analysis.
- Analysis of intended and unintended outcomes.

Coherence

- Internal donor coherence analysis.
- Coherence among participating donors.
- External coherence and complementarity analysis.
- Stakeholder coordination and programme positioning analysis.

Sustainability

- Business model sustainability analysis.
- Financial sustainability and co-financing analysis.
- Customer-level sustainability and affordability analysis.
- Carbon finance sustainability analysis.
- Market sustainability, resilience and risk analysis.

Impact potential

- Customer value and end-user outcomes analysis.
- Usage, adoption and sustained-use analysis.
- Gender, inclusion and consumer protection analysis.
- Climate and environmental contribution analysis.
- Market systems and sector transformation analysis.

Strategic lessons and futures outlook

- Comparative learning from BGFA and other relevant facilities.
- Clean cooking sector trends and emerging developments.
- Future pathways, risks and opportunities.
- Conditions for sustainable scale and market development.

5.3 Available evidence sources

MCFA has generated and drawn on a wide range of programme, portfolio and sector evidence. Relevant sources include, where available:

- MCFA scoping, design and programme documentation, including calls for proposals, guidelines, contractual documentation, results frameworks and the theory of change.
- Portfolio records, milestone information, CSP-level performance data, financial data, projections and business model information (subject to confidentiality).
- Monitoring, reporting and verification documentation, including MRV, IVA, payment, customer and other monitoring data where available.
- Annual results reports and other programme reporting.
- Donor, Steering Committee, governance and related programme management documentation.
- Interviews with Nefco, donors, Reference Group[10] members, CSPs, consultants, funders, sector experts and selected country stakeholders.
- Relevant clean cooking, energy access, carbon finance and market development studies.
- The BGFA Mid-Term Evaluation and other relevant evaluations, as sources of potentially transferable lessons on results-based financing, market development and facility implementation.

5.4 Theory of change and contribution

The evaluation should use MCFA's existing theory of change as a starting point and further articulate the assumptions, risks, causal pathways and evidence gaps relevant to the evaluation questions.

Assessment of programme performance should distinguish between contractual targets, portfolio management decisions, revised expectations and underlying strategic assumptions, recognising that target adjustment and reallocation mechanisms form part of MCFA's adaptive management model.

The evaluation therefore offers an opportunity to examine not only what results have been achieved, but also to further unpack the programme assumptions and whether the assumptions regarding risk, market maturity, CSP readiness and expected pathways to scale were realistic, explicit and consistently reflected in programme design and implementation.

The evaluation should further recognise that, while MCFA agreements with CSPs include contractual targets for the delivery of clean cooking services, these targets may be revised during implementation provided that the agreed weighted cost (wC) per CCS delivered is maintained. In addition, RBF allocations may be reallocated across the portfolio in response to implementation performance and emerging opportunities.

[10] See Section 9 for details.

Consequently, individual project and portfolio CCS targets should not be treated as fixed success criteria in isolation, but interpreted within the broader context of portfolio management, adaptive implementation, evolving market realities and the programme's underlying assumptions regarding risk and scale.

6. FEASIBILITY AND PROPORTIONALITY

The approach and methodology should be realistic within the available budget and procurement approach. Depth should be concentrated where it is likely to add new knowledge or improve decision-making. Lighter-touch analysis may be appropriate for issues already adequately covered by existing documents unless MCFA-specific evidence suggests a need for further examination.

7. EVALUATION PROCESS AND DELIVERABLES

The evaluation will be carried out in the phases outlined below and will produce the corresponding deliverables, subject to further discussion during ToR and/or inception report development.

PHASE	MAIN ACTIVITIES	DELIVERABLES
1. Mobilisation	Contracting, document access, kick-off and initial planning.	Signed contract, kick-off agenda, minutes of kick-off meeting.
2. ToR finalisation	Team Leader consults Nefco and the Reference Group and refines the ToR. The primary sections of the ToR to be further developed by the team leader are Chapter 3 (Evaluation criteria and tentative evaluation questions), including the refinement and prioritisation of the evaluation questions, and Chapter 5 (Approach and methodology). Changes to other sections should normally be limited in scope but may be proposed where critical to ensuring the relevance, feasibility or usefulness of the Mid-Term Evaluation. As part of the ToR refinement process, the Team Leader shall translate the evaluation framework and evaluation questions into a structure based on the Five Dimensions of Impact (Who, What, How Much, Contribution and Risk), ensuring that the OECD-DAC criteria and evaluation questions are appropriately reflected within the resulting framework.	Further developed ToR approved by Nefco.

PHASE	MAIN ACTIVITIES	DELIVERABLES
3. Senior team specification	The selected Consultant proposes three candidates for senior evaluator profiles and named experts.	Senior team proposal approved by Nefco. Nefco reserves the right to require the Consultant to submit up to three candidates per position and to fill in a comparison table of the candidates.
4. Inception	Fully fledged inception report, including a further developed theory of change.	Inception report or combined ToR/inception report approved by Nefco as contractual benchmark.[11]
5. Data collection and analysis	Desk review, interviews, and possible country work.	Emerging findings presentation.
6. Report V1	Draft report, comments.	Draft report, comments matrix with responses
7. Report V2	Draft report, comments.	Draft report, comments matrix with responses
8. Report V3[12]	Draft report, comments.	Draft report, draft executive summary, draft annexes, draft evaluation brief, comments matrix with responses
9. Final report (V4)	Final revision	Approved final report with evaluation brief and all annexes
10. Learning and future readiness	Sensemaking, recommendation prioritisation and final theory-of-change learning product.	Final theory of change document (and if agreed during inception, an additional learning note).
11. Dissemination	Presentation(s)	Two presentations to donors, two public webinars on different topics[13]

[11] In some exceptional cases, the development of the ToR and the inception report can be combined.

[12] The evaluation team should budget for up to four versions of the final report, recognising that sensemaking, learning and recommendation development are expected to occur through an iterative process involving the evaluation team, Nefco and the reference group. This collaborative process is considered an integral part of the evaluation methodology rather than a post-analysis review step.

[13] The evaluation team should plan for two internal presentations and two external presentations, the timing of these can be agreed in the inception phase.

Nefco, in consultation with donors as appropriate, will prepare a management response to the evaluation recommendations. The evaluation team should structure recommendations in a way that supports follow-up, including proposed priority, intended user, time horizon, implementation considerations and links to the relevant findings and conclusions.

Acceptance criteria for the deliverables include the following:

- Deliverables are complete, clearly structured, concise and useful for decision-making.
- Deliverables follow the agreed templates, formatting, style and quality requirements.
- Findings are evidence-based and clearly distinguish evidence, interpretation and judgement.
- Recommendations are prioritised, actionable and logically linked to findings and conclusions.
- Comments from Nefco and the Reference Group are transparently processed and documented.
- Theory-of-change outputs clearly identify assumptions, causal pathways and implications for future programming.
- Future-oriented analysis is explicitly integrated into findings, conclusions and recommendations, and the report transparently explains how identified trends, uncertainties, future pathways and sector developments have informed the recommendations.
- Recommendations appropriately reflect both current implementation realities and plausible future developments affecting the clean cooking sector.

Given the commercially sensitive nature of private-sector interventions, the evaluation team should anticipate producing both an internal and an external version of the evaluation report. The external version shall protect confidential and commercially sensitive information and avoid disclosing details that could identify individual companies or reveal proprietary business information. The final deliverables will be agreed during the ToR refinement and inception phases and may be adjusted following discussions between Nefco and the Team Leader.

For major deliverables, Nefco and the Reference Group should be given two weeks to review and provide comments.

8. COMPANY AND TEAM REQUIREMENTS

8.1 Company/consortium qualifications

Minimum requirements:

- Experience conducting strategic or large-scale evaluations; <u>Minimum five evaluations in the past 10 years of minimum contract value equivalent to or greater than 200 000 EUR</u>. Assignments such as the evaluation of specific strategies, thematic or country programmes, multi-project evaluations, or evaluations of entire financial instruments, funds or institutions, or evaluations of large-scale programmes of which overall implementation budget exceeds 30 million EUR are accepted.
- Experience evaluating clean cooking programmes: minimum three relevant assignments completed in the past 10 years, each with a contract value equivalent to or greater than 30,000 EUR. Evaluations of broader energy-access or household-energy programmes may be accepted where clean cooking constituted a substantial and separately assessable component of the evaluation. Thematic studies may also be accepted where clean cooking was the principal focus of the assignment and the study involved

systematic evidence collection and analysis relevant to the objectives of this evaluation. Assignments undertaken under framework agreements may be presented as separate references only where each call-off or work order had a distinct scope, deliverables and contract value. The tenderer must provide evidence of the scope, value and completion of each referenced assignment.

8.2 Team members to be included in the tenderer's offer

8.2.1 Team Leader

The Team Leader will have overall intellectual and technical responsibility for the evaluation. During the initial phase, the Team Leader will work with Nefco and the Reference Group to further develop the Terms of Reference (ToR), including refinement and prioritisation of the evaluation questions, development of the evaluation approach and methodology, and specification of the expertise and team composition required for the subsequent phases.

Following Nefco's approval of the senior evaluation team, the Team Leader will lead the evaluation and be responsible for its overall coherence, methodological rigour, analytical quality and timely delivery. The Team Leader must be able to direct and integrate the work of a multidisciplinary team covering evaluation, clean cooking, private-sector and market development, results-based financing, climate and carbon finance, gender and inclusion, data analysis and relevant country contexts.

The minimum qualifications and experience required of the Team Leader are:

- Master's degree or equivalent postgraduate qualification in evaluation, economics, social sciences, development studies, public policy, business, environmental studies, energy, climate, finance or another field relevant to the assignment.
- Minimum of 15 years of relevant professional experience, including international development, climate, energy, private-sector development or other fields relevant to the assignment.
- Demonstrated experience as Team Leader of at least four completed strategic, thematic, country, portfolio, institutional, financial-instrument or large-scale programme evaluations, each with a consultancy contract value equivalent to or greater than EUR 150,000. Each of the four qualifying evaluations must have involved an evaluation team comprising at least two professional evaluators or subject-matter experts in addition to the Team Leader. Research assistants, enumerators, translators and administrative or logistical personnel will not count towards this requirement.
- Good understanding of the context in which MCFA operates that may include clean cooking, energy access, private-sector and market development, results-based financing, climate finance, carbon finance or closely related fields.
- Relevant professional experience in Sub-Saharan Africa, preferably involving work across more than one country or market context.
- Excellent written and spoken English.

The following experience will be considered an advantage:

- Direct experience evaluating clean-cooking programmes or conducting substantial clean-cooking studies is considered an advantage but is not mandatory, provided that the Team Leader demonstrates sufficient contextual understanding and the proposed approach allows strong clean-cooking expertise to be mobilised through the wider evaluation team.

- Demonstrated knowledge and practical experience of private-sector impact measurement and management (IMM), including relevant principles, terminology, frameworks and tools (such as the Five Dimensions of Impact and the Operating Principles for Impact Measurement and Management), and their application in investment, enterprise or market-development contexts.

8.2.2 Evaluation Manager

The Evaluation Manager supports the Team Leader and Nefco throughout the process by coordinating Reference Group processes, managing comments and comment matrices, preparing templates (e.g. evaluation team member proposal, inception report, final report, and presentation, budget, work plan, comments matrix templates), supporting version control, preparing meeting agendas and minutes, as well as draft communications for Nefco where needed and helping ensure the process remains organised and on agreed schedule. The role requires evaluation management expertise but can be held by a mid-career professional.

The Evaluation Manager, supported by the Consultant, shall proactively plan and communicate key timelines, deadlines and process milestones to Nefco and the Reference Group, ensuring the timely coordination of inputs and the smooth implementation of the evaluation.

The Evaluation Manager's responsibilities cover the direct management and coordination of the evaluation process. The Consultant may not consider these tasks as a substitute for, or as covering the costs of, the Consultant's own internal management, administration, quality assurance or project oversight functions.

The minimum qualifications and experience required of the Evaluation Manager are:

- University degree in a field relevant to the assignment
- Minimum of five years of relevant professional experience, including experience in evaluation management, evaluation, research management, project or programme coordination, or other comparable work in international development, climate, energy, private-sector development or a related field.
- Demonstrated experience managing or coordinating at least two completed evaluations or comparable complex analytical assignments. Additional merit will be awarded for experience managing or coordinating large-scale, strategic, multi-country or otherwise complex evaluations or studies; coordinating Reference Groups, Steering Committees or comparable multi-stakeholder structures; and preparing and maintaining evaluation-management tools such as work plans, deliverable schedules, comments matrices, meeting documentation, report templates, decision logs and version-control systems.
- Demonstrated organisational, written communication and stakeholder-coordination skills.
- Excellent written and spoken English.

8.3 Other team members to be identified during ToR revision and/or inception

Nefco reserves the right to request up to three candidates per position.

8.3.1 Senior Evaluators

The minimum requirements for the Senior Evaluator(s) are:

- Master's degree or equivalent postgraduate qualification in evaluation, economics, social sciences, development studies, public policy, business, environmental studies, energy, climate, finance or another field relevant to the assignment.
- Minimum of 10 years of relevant professional experience.
- Demonstrated experience as a senior evaluator in at least five strategic, complex or large-scale evaluations. Equivalent experience may be demonstrated through substantial research experience or senior-level analytical work, including social, economic, financial, policy or other relevant research assignments in fields relevant to this evaluation.
- Experience in one or more of the sectors or thematic areas required collectively by the evaluation team.

8.3.2 Junior/mid-career evaluator

- One junior or mid-career evaluator should be included in the evaluation team.
- University degree in a relevant field, such as evaluation, economics, social sciences, development studies, public policy, business, environmental studies or a related discipline.
- Experience supporting evaluations, research studies, assessments, reviews or other analytical assignments; qualitative and/or quantitative research and analytical skills.
- Experience in development cooperation, private sector development, market systems development, climate, energy, environment or related fields.
- Strong organisational, communication and teamwork skills.
- Previous experience in the clean cooking sector is not required.

8.3.3 Quality assurance adviser

The Consultant is expected to mobilise a Quality Assurance Adviser to conduct an internal review of key evaluation deliverables before their submission to Nefco and the Reference Group. Up to one (1) day for the review of the Inception Report and up to two (2) days for the review of the Final Report may be invoiced separately. Any additional time spent by the Quality Assurance Adviser, including participation in meetings or reviews of other deliverables, shall be covered by the Consultant and included in the overall financial proposal.

8.3.4 Team composition and level of effort

Following further development of the ToR, the Consultant shall submit a proposed team composition, allocation of responsibilities, level of effort and fee breakdown for Nefco's approval. The proposal must remain within the accepted lump-sum Total. Nefco may reject a proposed team or allocation of inputs that it considers insufficient to deliver the assignment to the required standard.

8.4 Collective sectoral and thematic expertise of the evaluation team

The team must collectively possess experience in the following areas:

- Evaluation expertise, including theory-based evaluation, contribution analysis, mixed-methods design, and other relevant evaluation approaches and methods.
- Private clean cooking sector expertise, including knowledge of modern cooking technologies, fuels, affordability, adoption, sustained use and market barriers in Sub-Saharan Africa.
- Results-based financing, MRV and verification expertise, including experience with performance-based funding and verification systems.
- Private-sector development and business model expertise, including understanding of CSP scale-up, market entry, distribution, financing needs and commercial viability.
- Climate, carbon finance and environmental expertise, including understanding of carbon finance opportunities and risks, climate mitigation, environmental sustainability and links to clean cooking business models.
- Gender, inclusion, consumer protection and end-user expertise, including affordability, customer value, informed choice, service quality, safety, complaints handling and differential effects on women, girls and vulnerable customer groups.
- Data analytics and quantitative analysis expertise, including ability to analyse portfolio, performance, and financial data.
- Country and regional expertise in Sub-Saharan Africa, including familiarity with at least three of MCFA's target countries, especially Kenya and Zambia, including relevant policy environments, market conditions and stakeholder landscapes.
- Futures, sector trends and strategic foresight expertise, sufficient to assess emerging developments in clean cooking, carbon finance, donor funding, technology, investment and market dynamics.
- Quality assurance expertise, either through a named senior QA expert or a clearly defined internal quality assurance function.
- All team members must possess excellent written and spoken English skills.

9. EVALUATION GOVERNANCE AND INDEPENDENCE

Nefco will manage the evaluation process on behalf of the MCFA donors. A Reference Group will be established to provide comments on key deliverables, support access to relevant information and stakeholders, and contribute to the usefulness of the evaluation. The Reference Group may comment on the relevance of the evaluation questions, the appropriateness of the methodology, the credibility of findings and the operational usefulness of recommendations. The Reference Group may also invite external members or advisers to provide guidance and steering where additional methodological, thematic, sectoral or other relevant expertise is needed. However, the Reference Group shall not direct or alter the evaluation findings, conclusions or recommendations in a manner that would compromise the independence of the evaluation. Nefco, as commissioner, is responsible for accepting deliverables against the ToR, inception report and agreed quality standards.

10. IMPLEMENTATION ARRANGEMENTS

Most work is expected to be home-based and most interviews are expected to be conducted remotely. The budget should nevertheless foresee possible travel to Helsinki or to an MCFA Steering Committee meeting and, if justified during ToR finalisation and/or inception, possible travel to Zambia and Kenya. Travel should be justified by evaluation utility, evidence needs, stakeholder engagement and value for money.

11. ETHICS, DATA PROTECTION AND CONFIDENTIALITY

The evaluation shall be conducted in accordance with recognised evaluation ethics, including informed consent, confidentiality, do-no-harm principles, protection of commercially sensitive information and responsible handling of personal data. The evaluation team shall prepare a data protection and confidentiality protocol as part of the inception report, including procedures for storing, anonymising and reporting data obtained from CSPs, customers, Nefco, donors and other stakeholders. Particular care should be taken when collecting or reporting customer-level evidence, commercially sensitive CSP information, financial data, gender-related information and consumer protection issues.

The evaluation should apply a proportionate human rights, gender equality and consumer protection lens, recognising end-users as rights-holders and CSPs, Nefco and donors as actors with responsibilities to manage risks related to affordability, service quality, informed choice, complaints handling and equitable access to benefits.

12. ANNEXES

12.1 Annex 1. Indicative inception report table of contents

1. Introduction

1.1 Purpose of the inception report

1.2 Understanding of the assignment

1.3 Summary of refinements made to the ToR

1.4 Evaluation purpose and objectives

1.5 Intended uses, users and decision-making needs

2. Programme context

2.1 MCFA overview

2.2 Clean cooking sector context

2.3 Portfolio overview

2.3.1 Countries

2.3.2 Technologies and fuels

2.3.3 CSP portfolio

2.3.4 Implementation status

2.4 Future sector context

2.4.1 Emerging market trends

2.4.2 Carbon finance developments

2.4.3 Donor and Development Finance Institution developments

2.4.4 Technology and fuel developments

2.5 Programme stakeholders

3. Theory of change, assumptions and evaluability

3.1 Review of MCFA's theory of change

3.2 Reconstruction of the theory of change, including assumptions

3.3 Assessment of theory of change testability

3.4 Key assumptions to be evaluated

3.5 Evidence gaps and evaluability assessment

4. Evaluation framework

4.1 Evaluation criteria

4.2 Final evaluation questions

Relevance

Efficiency

Effectiveness and Additionality

Coherence

Sustainability

Impact Potential

Strategic Lessons and Futures Outlook

4.3 Evaluation matrix

For each evaluation question:

Judgement criteria

Indicators / lines of inquiry

Data sources

Methods

Anticipated limitations

5. Evaluation approach and methodology

5.1 Evaluation principles

5.2 Approach

5.3 Description of Evaluation Research Activities (ERAs)/Work Packages or alike

Including evidence sources, data collection, sampling strategies, analysis outputs etc.

6. Governance, Independence and Quality Assurance

6.1 Evaluation governance

6.2 Roles and responsibilities

6.3 Evaluation independence

6.4 Quality assurance system

6.5 Comment-processing procedures

6.6 Version management

7. Ethics, Data Protection and Confidentiality

7.1 Ethical principles

7.2 Informed consent

7.3 Confidentiality

7.4 GDPR and data management

7.5 Handling commercially sensitive information

8. Team and Responsibilities

8.1 Team structure

8.2 Roles and responsibilities

8.3 Inputs by expert area

9. Workplan and Deliverables

9.1 Detailed workplan

9.2 Deliverables, including templates

9.3 Milestones

9.4 Risks and mitigation measures

9.5 Communications and dissemination plan

Annexes as needed

12.2 Annex 2. Indicative final report table of contents

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[14] Conclusions can be either included under each criterion and/or in a separate chapter.

Sector transformation

Conclusion on impact potential

6. Cross-Cutting Synthesis

7. Strategic Lessons and Futures Outlook

7.1 Emerging sector trends

7.2 Plausible future pathways

To programme completion (2029/2030)

Subsequent 5–10 years

7.3 Risks and opportunities

7.4 Implications for future clean cooking support

8. Conclusions

Organised around the evaluation objectives.

8.1 Strategic framing and programme design

8.2 Implementation model and delivery

8.3 Sustainability and market development

8.4 Additionality

8.5 Future relevance

8.6 Overall conclusion

9. Recommendations

9.1 Strategic recommendations

9.2 Operational recommendations

9.3 Future programming recommendations

10. Lessons for Future Clean Cooking Support

10.1 Lessons on programme design

10.2 Lessons on financing approaches

10.3 Lessons on RBF

10.4 Lessons on market development

10.5 Lessons on supporting CSP scale-up

Annexes, including:

Annex A – Terms of Reference

Annex B – Evaluation Matrix

Annex C – Revised Theory of Change

Annex D – Methodological Details

Annex E – Stakeholders Consulted

Annex F – Documents Reviewed

Annex G – Evaluation team

How to send a secure message to a Securedmail user procurement@nefco.int:

Go to the website www.securedmail.eu.

Type recipient's email address **procurement@nefco.int** into the field “Send a secure message to a recipient” and click "Send".

Alternatively, you can attach this link to your browser:
https://www.securedmail.eu/message/procurement@nefco.int

A display for composing the secured message opens. Type your own e-mail address in the uppermost field. A delivery confirmation request will be sent to this address to verity your identity.

Type the subject, message and include attachment(s).

You can accept the suggested random password or replace it and enter your own password. The password is delivered automatically to the recipient's mobile phone via SMS.

Click “Send”.

You will receive a confirmation request from the Securedmail server to your e-mail address, and you’ll have to confirm it by clicking a link in the message. **The message will not be sent to the recipient until you have clicked the confirmation!**

In case you do not succeed in sending the proposal though the system, please contact the responsible person at Nefco or procurement@nefco.int or nelly.eriksson@nefco.int for further assistance before the deadline of submission.

How to send a secure message to a Securedmail user nelly.eriksson@nefco.int:

Go to the website www.securedmail.eu.

Type recipient's email address **nelly.eriksson@nefco.int** into the field “Send a secure message to a recipient” and click "Send".

Alternatively, you can attach this link to your browser:
https://www.securedmail.eu/message/nelly.eriksson@nefco.int

A display for composing the secured message opens. Type your own e-mail address in the uppermost field. A delivery confirmation request will be sent to this address to verity your identity.

Type the subject, message and include attachment(s).

You can accept the suggested random password or replace it and enter your own password. The password is delivered automatically to the recipient's mobile phone via SMS.

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