**Technical and policy consultant for the development of an electric stove standard and standard implementation strategy in Nepal**

**COVER PAGE**

1. Implementing Organization:
2. Proposed Budget (in USD):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Part I (Standard)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Part II (Implementation strategy)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Proposed Budget

1. Project Manager:
   1. Full name:
   2. Position/title:
   3. Address:
   4. Phone:
   5. Email:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature and Date

**ORGANIZATION OVERVIEW (1 PAGE)**

*A brief overview of the organization and outline of experience conducting similar kind of market research or analysis. Include samples of previous work if applicable as annexure. Organization overviews for subcontractors (if applicable) should be included as well.*

**ORGANIZATIONAL QUALIFICATION (1 PAGE)**

*Unique qualifications of the organization and its staff, such as: understanding of and experience in conducting market research, experience working with consumers and conducting consumer research in developing countries. If the organization plans to hire any sub- contractors a letter of support from each sub-contracting organization and their qualifications must be provided as part of annexure.*

**DETAILED WORK PLAN FOR PART I**

**PART I (up to 4 PAGES)**

*Detailed work plan for all aspects of the Nepal electric stove standard development. Proposed timeline and approach for completing the work, including a description of overall process. The timeline should include all key deliverable dates and a plan for meeting those deadlines.*

**DETAILED WORK PLAN FOR PART II**

**PART II (up to 4 PAGES)**

*Detailed work plan for all aspects of the standard implementation strategy development. Proposed timeline and approach for completing the work, including a description of overall process. The timeline should include all key deliverable dates and a plan for meeting those deadlines.*

**BUDGET (1 PAGE)**

*Broad overall budget, including budget for potential sub-contractors in US Dollars (note that indirect cost estimates may not exceed 13%). Add and delete rows as needed.*

**PART I**

|  |  |
| --- | --- |
| **Standard Development** | **USD** |
| Personnel costs |  |
| External Consultant |  |
| Travel & Accommodation |  |
| Stakeholder meetings |  |
| Communication |  |
| Others (explain) |  |
|  |  |
| Total |  |

**PART II**

|  |  |
| --- | --- |
| **Standard Implementation Strategy Development** | **USD** |
| Personnel costs |  |
| External Consultant |  |
| Travel & Accommodation |  |
| Communication |  |
| Stakeholder meetings |  |
| Others (explain) |  |
|  |  |
| Total |  |

**ANNEXURES**

*Appendices may be provided for supplementary materials as relevant, but review will be based mainly on the information provided in the project plan.*