

Terms of Reference (TOR)

Project Title: Development of a Comprehensive Report on Using Alternative Fuels for the Sri Lankan Transport Sector

1. Background

The Sri Lankan transportation sector heavily relies on fossil fuels, leading to environmental concerns, air pollution, and energy security challenges. To address these issues and promote sustainable development, the Government of Sri Lanka seeks to explore and implement alternative fuel solutions. This project aims to develop a comprehensive report that analyzes the potential and feasibility of adopting different alternative fuels in the Sri Lankan transport sector.

2. Objectives

The main objectives of this consultancy service are to:

- Conduct a comprehensive assessment of the current status of the Sri Lankan transport sector, including fuel consumption, vehicle types, infrastructure, and relevant policies.
- Analyze the potential and feasibility of different alternative fuels for the Sri Lankan transport sector, considering factors such as:
 - Technological maturity and availability
 - Feed stock or resource availability
 - Infrastructure requirements and development costs
 - Environmental impact and greenhouse gas emissions reduction potential
 - Economic viability and cost-competitiveness
 - Social and regulatory considerations
- Evaluate and compare different alternative fuel options based on the aforementioned factors.
- Develop a road map for the phased adoption of promising alternative fuels, including:
 - Prioritization of different fuel options based on their potential and readiness for implementation
 - Recommendations for policy and regulatory changes to support the adoption of alternative fuels
 - Strategies for infrastructure development and investment
 - Public awareness and education programs
 - Capacity building and skills development needs

3. Scope of Work

The consultant will be responsible for the following tasks:

- **Data collection and analysis:** Review existing data and reports related to the Sri Lankan transport sector, fuel consumption, and alternative fuel options. Conduct stakeholder interviews and consultations with relevant government agencies, private companies, academics, and NGOs.
- **Technical assessment:** Analyze the technical feasibility, environmental impact, and economic viability of various alternative fuels (e.g., bio fuels, LNG, EVs, hydrogen fuel cells).
- **Market analysis:** Assess the current and projected market size, feed stock availability, and existing infrastructure for each alternative fuel option.
- **Policy and regulatory review:** Analyze existing policies and regulations that impact the adoption of alternative fuels and identify potential barriers and opportunities.
- **Road map development:** Develop a comprehensive road map for the phased adoption of promising alternative fuels, including implementation timelines, investment requirements, and policy recommendations.
- **Reporting:** Prepare a comprehensive report that summarizes the findings of the study, including recommendations on the most promising alternative fuels for Sri Lanka, a road map for implementation, and an action plan for moving forward. The report should be concise, well-organized, and easily understandable for a non-technical audience.

4. Deliverables

The consultant will deliver the following deliverables:

- **Inception report:** outlining the methodology, data sources, and work plan for the project.
- **Interim reports:** summarizing key findings and progress made at specific milestones.
- **Draft report:** presenting the full analysis, recommendations, and road map for alternative fuel adoption.
- **Final report:** incorporating feedback from the client on the draft report.
- **Presentation** summarizing the key findings and recommendations for the client and stakeholders.

5. Consultant Qualifications

The Consultant shall be an individual or a team.

The consultant should have the following qualifications and experience:

- Proven experience in conducting research and analysis on sustainable transportation and alternative fuels.
- Strong understanding of the Sri Lankan transport sector, fuel consumption patterns, and relevant policies.
- Expertise in technical assessment, market analysis, and policy evaluation related to alternative fuels.
- Excellent communication and writing skills to produce clear, concise, and comprehensive reports.
- Demonstrated experience in stakeholder engagement and consultation.
- A team of experts with relevant expertise in different areas covered by the study.

Educational qualifications of Team leader

- Bachelor's Degree in Engineering in the fields of Electrical/ Mechanical/ Chemical and Process Engineering, with Master's Degree in a relevant field.
- Having PhD will be an added advantage.

6. Timeline

Duration for the assignment shall be 6 months.

	Submission	Duration
1	Inception report	2 weeks
2	Interim reports	3 months
3	Draft report	1 month
4	Final report & Presentation	1 & 1/2 months

7. Estimated Budget

Estimated budget for the assignment is 0.5 LKRM.

8. Payment Terms

Payment will be made after satisfactory completion of following terms and conditions.

	Activity	% of the Contract value
1	After completion of interim reports	30 %
2	Submission of Draft report	40 %
3	Submission of Final report & presentation	30%

9. Evaluation Criteria

Evaluation criteria is as follows.

Item	Criteria
01	Technical competence and experience of the consultant team.
02	Methodology and work plan proposed for the project.
03	Understanding of the Sri Lankan context and specific needs.
04	Qualifications of the proposed team members.

- Responsive bidders are required to conduct a 10 minutes power point presentation to the SEA, upon a date scheduled after the closing of bids. The presentation should be structured according to the above criteria and strictly limited to 10 minutes. You are encouraged to present important work done in the past and the concept and methodology of the proposal.
- After the evaluation, the assignment will be awarded to the lowest responsive bidder, who has met with all the required qualifications.

10. Submission of Proposals

Interested consultants are invited to submit their proposals to the Sri Lanka Sustainable Energy Authority at No 72, Ananda Coomaraswamy Mawatha, Colombo 07 on or before **10.30 a.m. on 14th August 2024.**

The proposal should include:

- A cover letter outlining the consultant's understanding of the project and its qualifications to undertake the work.
- A proposal detailing the methodology, work plan, deliverable, costs and breakdown for the project.
- CVs of the proposed team members with relevant experience.

Any Bid received by the SLSEA after the above deadline will be returned unopened to the Bidder.

11. Acceptance

The acceptance of the work will be done by the Director General of Sri Lanka Sustainable Energy Authority.

12. Client Contact

For any questions or clarifications regarding this TOR, please contact Ms. Gayathri Jayapala on 0718003864.