

Consultant for

Preparing The Learning Material for “Rooftop PV Installations” (Course 3)

A. Background

Institute for Essential Services Reform (IESR) is building an online learning platform that could accommodate effective learning on Energy Transition issues. IESR is finishing up the platform while developing several courses covering different issues. One of the courses being prepared is the “Rooftop PV Installations” course. The IESR team has done preliminary work on building the syllabus including key topics and subsequent learning outcomes. Hence we would require assistance in drafting the learning materials based on the syllabus that has been built and curated by academics and businesses alike.

B. The task to be performed by the contractor

The syllabus, delivery method (Synchronous/Asynchronous & online/offline), main reference, and evaluation method have been determined. The next step would be to develop the necessary learning materials, representing the syllabus. The “Rooftop PV Installations” course would be divided into 5 (five) sessions, each with its own set of handouts, videos, and quizzes. The syllabus will only be shown to the winning bidder. However, the shortlisted candidates could have a short discussion with the IESR team on the aforementioned syllabus.

The learning materials and specific tasks to be covered are as follows:

- a. Handout for students to read: this will be a concise reading material summarizing key points to be discussed in the course session (4-10 pages for each session)
- b. Video script: design short videos by drafting the script. IESR would develop the video based on the accepted draft (each video is approx 5-10 minutes long; each session has 2-4 videos)
- c. Evaluation: design evaluation materials, that could take in the form of quizzes with multiple answers, questions for short writing, guidance for writing the essay or etc

C. Budget Requirements and CVs

- The proposal, Budget Quotations and CVs will be accepted until 10:00 p.m. Indonesian Western Standard Time (WIB, GMT+0700), **Thursday, 26 May 2022**. Kindly address the energy transformation program manager at deon@iesr.or.id and the project lead at irwan@iesr.or.id for inquiries. Any proposals received after this date and time will be regarded as inadmissible. All proposals must be signed by the proposing service provider.
- Evaluation of proposals will be conducted from the submission deadline until the 27th of May 2022.
- The selection decision for the winning bidder will be made by the 27th of May 2022.

- Upon notification, the contract negotiation with the winning bidder will begin immediately and must proceed extremely quickly to meet the project timeline.
- Proposals should include the proposed budget and working timeline. The document should not be longer than five (5) pages.
- Costs should be stated as one-time or non-recurring costs. The budget for this position is in the range of IDR 5 to 10 million. Selection will be based on the candidate's application and budget proposal.