



## Indigenous Livelihoods Enhancement Partners (ILEPA)

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06th October 2025.

### Terms of Reference (TOR).

### Prequalification of Electrical Engineers for Electrical Works.

#### 1. About ILEPA

Indigenous Livelihoods Enhancement Partners (ILEPA) is a registered Indigenous Peoples' organization based in Narok, Kenya. We work to promote human rights, environmental stewardship, and sustainable development through community-driven and Indigenous knowledge-informed processes. Our programs prioritize climate justice, renewable energy, and community empowerment to advance sustainable livelihoods.

#### 2. Introduction

In line with ILEPA's vision to support Indigenous Peoples' self-determined development and scale up climate-smart solutions, we seek to prequalify a pool of qualified Electrical Engineers for Electrical Related Works.

#### 3. Purpose

The primary purpose of this prequalification is to identify and approve qualified Electrical Engineers or firms. This initiative will support ongoing, and upcoming projects and other related electrical works.

#### 4. Eligibility Criteria

Applicants must meet the following minimum requirements:

- Bachelor's Degree in Electrical Engineering, Renewable Energy Engineering, Power Systems Engineering, or a closely related field.
- Hold a valid certification as a licensed Electrical Engineer from the Engineers Board of Kenya (EBK).
- Demonstrable experience at least 3 years in the Electrical Engineering Field.
- Evidence of at least 2 successfully completed Electrical Works with supporting documentations such Project Contacts, Completion Certificates and Photos for reference.
- Technical expertise in modern solar technologies, storage systems, and hybrid energy solutions will be an added advantage.
- Women, youth, and people with disability are strongly encouraged to apply.

## 5. Submission Requirements

Interested applicants should submit:

1. A cover letter expressing interest in being considered for the prequalification and highlighting expertise areas.
2. A detailed Curriculum Vitae (CV) detailing relevant experience.
3. Supporting Documentation for the Minimum Requirements mentioned above.

## 6. Review Process (Passmark is 75%)

All applications will be reviewed by ILEPA's Procurement and Technical Evaluation Committee based on the following criteria:

- Educational qualifications (30%)
- Relevant experience (40%)
- Professional/technical certifications requirements (30%)

Qualified applicants will be added to ILEPA's prequalified suppliers' database and may be contacted for tenders or direct assignments.

## 7. Timeline and Submission Address

All submissions must be sent by email to [procurement@ilepa-kenya.org](mailto:procurement@ilepa-kenya.org) with the subject line:

**“Prequalification – Electrical Engineer” [Your Name/Company Name]**

**Deadline for Submission:** 13th October 2025 at 11:59 PM EAT.

Late submissions will not be considered.

*Indigenous Livelihoods Enhancement Partners (ILEPA) reserves the right to accept or reject any Bid and is not bound to give reasons for its decision.*