

Terms of Reference Environmental Consultation Services

Following the approval of Cabinet, the Bahrain's Sustainable Energy Unit (SEU) was established in November 2014 as a joint initiative between the office of the Minister of Electricity and Water Authority and UNDP. The key objectives of the Unit is to develop a cohesive and sustainable energy policy and to promote Renewable Energy and Energy Efficiency in the country. The Unit will also work towards bridging the legal, institutional, and capacity gaps in order for the Bahrain energy sector to meet the future challenges.

SEU is the entity mandated to lead and promote energy efficiency practices, transfer and diffuse renewable energy technologies and draft related policies and regulatory frameworks in close coordination with stakeholders and partners in the Kingdom of Bahrain. In October 2016 SEU finalized the development of the National Energy Efficiency Energy Action Plan (NEEAP) and the National Renewable Energy Action Plan (NREAP), which set the targets for the countries and define policies and other initiatives to meet the targets. The plans were endorsed by the Cabinet in January 2017.

To fulfil its mandate, SEU is seeking quotations from technically qualified companies active in the field of environmental consultation services to support the work of SEU. Preference is for companies based in the Kingdom of Bahrain with local experience, demonstrable track record and recognised by the Supreme Council for the Environment. Having knowledge and experience in Geographic Information System (GIS) Software would be an advantage.

Along with the submission of your quotations, please submit the CVs of your experts and a company profile of not more than 4 pages.

The awarded company will be required to deliver on the following services on task assignment basis by SEU:

- Identify with justification of suitable on-shore/off-shore sites for the implementation of projects.
- Provide technical assistance in the development of environmentally sustainable strategies related to SEU initiatives.
- Provide technical assistance and expertise in the evaluation of proposed projects.
- Provide environmental consultation, recommendations and analysis in various SEU initiatives.
- Conduct preliminary environmental assessments and recommend appropriate actions.

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- Submit documented environmental impact assessments for plans and projects.
- Submit documented noise impact assessments for plans and projects.
- Provide environmental reviews and auditing of proposed projects.
- Prepare site assessment reports including GIS data, if required.
- Prepare environmental risk assessments and conduct measurements of environmental parameters of existing projects (noise, shading, air pollution, etc.)

Companies specialized in one or more of the above are welcome to submit proposals.

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FORM FOR SUBMITTING SUPPLIER'S QUOTATION¹

(This Form must be submitted only using the Supplier's Official Letterhead/Stationery²)

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. _____:

TABLE 1 : Offer to Supply Goods Compliant with Technical Specifications and Requirements

Item No.	Description	Unit Price (USD)
1	Daily rate of senior environmental expert(s)	
2	Daily rate of junior environmental expert(s)	
2	Daily rate of other expert(s) <i>[please define]</i>	
3	Travel costs per expert (if required)	
4	Accommodation costs per expert per day (if required)	

[expand as required]

TABLE 2 : Offer to Comply with Other Conditions and Related Requirements

Other Information pertaining to our Quotation are as follows:	Your Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Services as per attached TOR			
Validity of Quotation (60 days)			
All Provisions of the UNDP General Terms and Conditions			
Other requirements <i>[pls. specify]</i>			

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

¹ This serves as a guide to the Supplier in preparing the quotation and price schedule.

² Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

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[Name and Signature of the Supplier's Authorized Person]

[Designation]

[Date]

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