



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE (Relance 2)

Date: 16/07/2014

Country: Tunisia

Description of the assignment: Expert for the project's final evaluation

Project Name: DEVELOPPEMENT PAR LE SECTEUR PRIVE DE L'ELECTRICITE EOLIENNE CONNECTEE AU RESEAU – « PROJET 00072552 »

Period of assignment/services (if applicable): 30man-Days, extending over the 9-weeks period

Proposal should be submitted at the following address 41 Bis Impasse Louis Braille, Cité El Khadra, 1003 Tunis or by email to procurement.sap-tunisia@undp.org. **Not later than Monday 25 August 2014 at 3 PM (local time)** with the reference of the notice clearly indicated on the envelopes:

Ne pas ouvrir

EVALUATION OF THE PROJECT « DEVELOPPEMENT PAR LE SECTEUR PRIVE DE L'ELECTRICITE EOLIENNE CONNECTEE AU RESEAU – PROJET 00072552 » (RELANCE 2)

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail above indicated procurement.sap-tunisa@undp.org **not later than 21 August 2014.**

NB: This consultation is open to international consultant or Tunisian consultant with international evaluation experience. If the consultant is not based in Tunis, Two missions are expected to be conducted (in case the consultant is not based in Tunis) as following:

- A mission of 8 working days to meet stakeholders in order to collect data to draft the evaluation report
- A final mission to attend of the final project workshop to present final evaluation findings

Qualified candidates are requested to send following documents:

1. Technical proposal:

- (i) Explaining why they are the most suitable for the work;
- (ii) Provide a brief methodology on how they will approach and conduct the work (if applicable).

2. Financial proposal

3. Personal CV including past experience in similar projects and at least 3 references

The award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

a) responsive/compliant/acceptable

b) having received the highest score out of a pre-determined set of weighted technical criteria specific to the solicitation.

1. BACKGROUND

UNDP-GEF's M&E policy is available on-line at:

<http://www.undp.org/gef/05/monitoring/policies.html>. In accordance with the policy, all projects are encouraged to conduct final evaluations. In addition to providing an independent in-depth review of implementation progress, this type of evaluation is responsive to GEF Council decisions on transparency and better access of information during implementation.

The Monitoring and Evaluation (M&E) policy at the project level in UNDP/GEF has four objectives:

- to monitor and evaluate results and impacts;
- to provide a basis for decision making on necessary amendments and improvements;
- to promote accountability for resource use;
- to document, provide feedback on, and disseminate lessons learned. A mix of tools is used to ensure effective project M&E. These might be applied continuously throughout the lifetime of the project – e.g. periodic monitoring of indicators -, or as specific time-bound exercises such as final reviews, audit reports and independent evaluations.

Final evaluations are intended to identify project results, assess progress regarding final objectives, document lessons learned (including lessons that might improve design and implementation of other UNDP/GEF projects), and to make recommendations regarding specific actions that might be taken to improve final results and products of the project. It is expected to serve as a means of validating or filling the gaps in the initial assessment of relevance, effectiveness and efficiency obtained from monitoring.

The Private Sector Led Development of On-grid Wind Power in Tunisia Project

The Private Sector Led Development of On-grid Wind Power in Tunisia project aims at promoting on-grid wind power in Tunisia through the introduction of the necessary regulatory and institutional framework to create favorable conditions for private sector investors in the renewable energy sector. A secondary objective is to assist the government of Tunisia in launching a program of private wind concessions totaling 100 MW. In order to achieve those objectives, the project strategic framework in the original project document outlined that four outcomes would be achieved: (1) establishing a regulatory and institutional framework that is conducive to on-grid renewables, including a power sector arbitration mechanism; (2) strengthening the technical and organizational capabilities of key stakeholders, including ANME (the RE/EE agency), STEG (the Transmission System Operator) and local Tunisian companies; (3) providing technical assistance to the IPP Bureau in evaluating concession models and developing a tariff settlement mechanism; and (4) providing project monitoring and evaluation support.

It is a \$2 million project funded by the global environment Facility (GEF), the United Nations Development Programme (UNDP) and the Government of Tunisia: cash and in-kind contributions. The National Agency for Energy Conservation (ANME) is the executing Agency. A Steering Committee (SC) was created upon signature of the project document. The terms of reference (TOR) for the SC were drafted and the first meeting was held in July 2009. Furthermore, a round table conference was

organized in December 2009, where all the stakeholders were actively involved. They expressed their needs for capacity building and also gave recommendations related to the project outcomes in order to ensure its success. In addition, based on the steering committee recommendation, the situation analysis of the project was updated and disseminated to the steering committee members, in order to take into account all the measures adopted by Tunisian Government regarding renewable energy since the approval of the project by the GEF in 2007.

The project document was signed in July 2009 for an initial duration of three years. And The Project Management Unit (PMU) started working officially in February 2010. The project was extended until December 2013 further to the mid-term evaluation. The operational extension extended until September 2014 in order to finalize on-going activities in order to disseminate the project results, and conduct the final evaluation.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

The scope of the evaluation will cover:

- All components of the GEF-funded project;
- The co-financed components, such as the UNDP TRAC, Government cost-sharing fund, and the in-kind contributions from the Government, which have been included in the project document;
- The final lessons-learned and achievements with regards to project design, implementation and management.

The Final Evaluation will cover the following aspects:

- Progress towards Results
- Project's Adaptive Management Framework

For detailed information, please refer to Terms of References Annex 1

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- Post-graduate degree in energy, engineering, environmental science, economics or similar

II. Years of experience:

At least 7 years of experience and we have to see the number of references and work done in the field of CC mitigation and RE

III. Competencies:

- The consultant is required to combine international project evaluation expertise (ideally in the specific context of GEF and UNDP projects), the latest thinking in knowledge and management of renewable energies projects, and ideally knowledge of the Tunisian energy/regulatory context.
- Recent experience with result-based management evaluation;
- Experience applying SMART indicators and reconstructing or validating baseline scenarios;
- Experience undertaking GEF or other donor evaluations or Final Reviews, particularly in the Arab region;
- Recent knowledge of the GEF Monitoring and Evaluation Policy;

- Recent knowledge of UNDP's results-based evaluation policies and procedures;
- Competence in renewable energies especially wind energy;
- Demonstrable analytical skills;
- Expertise in Climate Change, Energy Management and Renewable Energy;
- Fluent French – in writing, reading and speaking;
- Possess excellent English reading and writing skills so as to be able to write the evaluation report in English.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Technical Proposal:

- (i) Explaining why they are the most suitable for the work;
- (ii) Provide a brief methodology on how they will approach and conduct the work (if applicable).

2. Financial proposal

3. Personal CV including past experience in similar projects and at least 3 references

5. FINANCIAL PROPOSAL

Lump sum contracts

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

Travel

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

Payment of travel costs including tickets, lodging and terminal expenses and cost of living at the mission duty station must be included in the financial offer and separated from daily fees.

6. EVALUATION

Individual consultants will be evaluated based on the following methodologies:

2. Cumulative analysis

When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

a) responsive/compliant/acceptable, and

b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

* Technical Criteria weight; **70%**

* Financial Criteria weight; **30%**

Only candidates obtaining a minimum of 70 point would be considered for the Financial Evaluation

Criteria	Theoretical score
Education and additional qualifications (Post-graduate degree in energy, engineering, environmental science, economics or similar)	15
Relevant work experience in the field of climate change mitigation and renewable energy (At least 7 years of experience and we have to see the number of references and work done in the field of CC mitigation and RE)	20
Under 7 years	0
7 years	10
8 to 10 years	15
More than 10 years	20
Experience in projects evaluation	30
1 project	10
2 projects	20
3 projects and more	30
Relevant experience of the evaluation of GEF/UNDP projects	10
1 project	3
2 projects	6
3 projects and more	10
Methodological note	25
Total	100

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS