**INDIVIDUAL CONSULTANT/RLA PROCUREMENT NOTICE** 

Date 23th September 2019

**Number of consultancies : 1**

**Contract Type :**  **Individual Contract/RLA**

**Country : South Africa**

**Description of the assignment : Individual Contract/RLA**

*terminal evaluation: UNDP-GEF Project Market Transformation Through the Introduction of Energy Efficiency Standards and the Labelling of Appliances in South Africa*

**Estimated Period of assignment/services (if applicable) :** **2 months**

**Estimated Contract Commencement Date : 31st October 2019**

Proposal should be submitted by email to [bid.pretoria@undp.org](mailto:bid.pretoria@undp.org) no later than 09th October 2019 11:59 Midnight, South Africa time zone (GMT +02:00).

Any request for clarification must be sent by standard electronic communication to [procurement.enquiries.za@undp.org](mailto:procurement.enquiries.za@undp.org). UNDP will respond by standard electronic mail and will send responses, including an explanation of the query without identifying the source of inquiry, to all consultants.

**1. BACKGROUND**

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| In accordance with UNDP and GEF M&E policies and procedures, all full and medium-sized UNDP supported GEF financed projects are required to undergo a terminal evaluation upon completion of implementation. These Terms of Reference (TOR) sets out the expectations for a Terminal Evaluation (TE) of the: *‘Market Transformation Through the Introduction of Energy Efficiency Standards and the Labelling of Appliances in South Africa’* (PIMS 3277). The 5-year project commenced in November 2011 and was awarded two extension rounds until 31 March 2019. The project is implemented by the Department of Mineral Resources and Energy, through a project management unit. |
| **2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK** |
| The project (*Market Transformation Through the Introduction of Energy Efficiency Standards and the Labelling of Appliances in South Africa*) was designed to support the implementation of South Africa’s Energy Efficiency Strategy, which sets an overall energy intensity reduction target of 12% by 2015 and a 10% reduction in the residential sector. The Strategy identified a residential appliance Standards and Labelling (S&L) project as a major contributor towards the target. The project aims to address the policy, information, technology and financial barriers that were preventing the widespread introduction and uptake of efficient appliances.  The goal of the project is to reduce greenhouse gas emissions caused by household appliances’ electricity consumption by facilitating a comprehensive market transformation for the South African market towards the use of energy efficient electrical appliances. This is to be achieved through the introduction of two regulations applicable to 12 residential electrical appliances, namely minimum energy performance standards (MEPS) and information labels. It has been estimated, that once in effect, the regulations could yield up to 388 GWh of electricity savings per annum, which is equivalent to 4.6Mt of CO2. The objective of the GEF funding is to remove the most significant barriers impeding the uptake of energy efficiency appliances, and in so doing contribute materially towards the Strategy’s targeted 10% reduction in residential energy consumption. The project had five outcomes:   1. Policy and regulatory framework for the S&L project 2. Define labelling specifications and MEPS thresholds for the 12 products considered for regulation 3. Strengthen the capacity of institutions and individuals involved in the S&L project 4. Awareness raising campaign 5. Implementation of Market Surveillance and Compliance regime to ensure performance standards are met 6. Development of Monitoring and Evaluation Capacity are met   The TE is limited to the GEF component of the project.  The TE will be conducted according to the guidance, rules and procedures established by UNDP and GEF as reflected in the UNDP Evaluation Guidance for GEF Financed Projects.  The objectives of the evaluation are to assess the achievement of project results, and to draw lessons that can both improve the sustainability of benefits from this project, and aid in the overall enhancement of UNDP programming |

**3. TEAM COMPOSITION**

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| The evaluation team is to be composed of one international evaluator. The consultant shall have prior experience in evaluating similar projects. Experience with GEF financed projects is an advantage. The evaluator selected should not have participated in the project preparation and/or implementation and should not have conflict of interest with project related activities.  The Consultant must present the following qualifications:   * A Masters Degree in environmental sciences, climate change mitigation, energy engineering or other closely related field; a PhD will be considered as an advantage (5 points, 10%) * Minimum of 7 years relevant professional experience, with at least 3 references provided for work completed within the last 5 years; (10 points, 20%) * Knowledge of UNDP and GEF monitoring and evaluation policies and guidelines – at least 2 GEF funded project evaluation experiences preferably with focus on energy efficiency; (10 points, 20%) * Previous experience with results‐based monitoring and evaluation methodologies; (5 points, 10%) * Technical knowledge in conducting detailed quantitative GHG emission reduction calculations (direct and indirect) according to GEF policies and procedures (15 points, 30%) * Proven and extensive international experience in energy efficiency, preferably with residential appliances (5 points, 10%) * Proficiency in oral and written English |

**4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.**

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| 1. **Letter of Confirmation of Interest and Availability** using the template[[1]](#footnote-1) provided by UNDP; 2. **CV and a Personal History Form (P11);** indicating all past experience from similar projects; as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references; 3. **Brief description of approach to work/technical proposal** of why the individual considers him /herself as the most suitable for the assignment, and a proposed methodology on how they will approach and complete the assignment; (max 1 page) |

**5. FINANCIAL PROPOSAL**

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| 1. **Financial Proposal** that indicates the all-inclusive fixed total contract price and all other travel related costs (such as flight ticket, per diem, etc), supported by a breakdown of costs, as per template attached to the Letter of Confirmation of Interest template. If an applicant is employed by an organization / company / institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the applicant must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP. |

**6. EVALUATION**

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| | **Area of assessment** | **Score / Weight** | | --- | --- | | 1. **Education** | **5** | | Relevant PhD Degree |  | | Relevant Master’s Degree |  | | Relevant Undergraduate Degree |  | | 1. **Relevant references from existing clients and not older than 3 years.** The service providers must provide a minimum of three (3) relevant contactable references of similar work done. | **10** | | > than 5 references provided with 7 or more years of applicable experience |  | | > than 5 references provided with 7 or more years of applicable experience. |  | | 3 references provided with 7 or more years of applicable experience. |  | | 3 relevant references provided with up to 7 years of applicable experience. |  | | Fewer than 3 references provided and up to 7 years of applicable experience |  | | 1. **Knowledge of UNDP GEF M&E policies and guidelines** | **10** | | Completed more than 2 UNDP GEF TE, including 2 energy efficiency with references provided |  | | Completed 2 UNDP GEF TE, including 1 energy efficiency with references provided |  | | Completed 2 UNDP GEF TE, with references provided |  | | Completed 1 UNDP GEF TE, with references provided |  | | 1. **Demonstrate capacity and capability to deliver a results-based M&E methodology** | **5** | | Detail the approach to be used, demonstrating previous experience in utilizing it and its benefits – specifically with climate change / energy efficiency |  | | Detail the approach to be used, demonstrating previous experience in utilizing it and its benefits |  | | Outline a proposed internationally acceptable results-based approach to be used |  | | 1. **Technical knowledge in quantitative GHG emission reduction calculations** | **15** | | Demonstrated proficiency and experience with UNEP guidelines |  | | Demonstrated proficiency and experience with alternate approach |  | | Understanding (but limited experience) with UNEP guidelines |  | | Understanding (but limited experience) with alternate guidelines |  | | 1. **Knowledge of Residential Appliance S&L Programs** | 5 | | Demonstrable experience (through work experience, papers written or similar) of S&L |  | | Functional (working) knowledge of S&L |  | | **Total** | **50** | |

**ATTACHEMENTS TO THIS NOTICE:**

* **TERMS OF REFERENCES (TOR)**
* **INSTITUTIONAL CONSULTANT GENERAL TERMS AND CONDITIONS**
* **CONFIRMATION OF INTEREST AND SUBMISSION OF FINANCIAL PROPOSAL**

1. [↑](#footnote-ref-1)