

## Annex I - Terms of Reference

### 1. Background

The COVID-19 pandemic came at a time when Lebanon was already under an unprecedented shock due to the socio-economic-financial crisis and the Syrian refugee crisis. This pandemic is a health, humanitarian and development crisis that is threatening to leave deep social, economic and political scars for years to come, particularly in countries such as Lebanon already weighed down by fragility, poverty and conflict. UNDP is responding to a growing volume of requests from countries to help them prepare for, respond to and recover from the COVID-19 pandemic, focusing particularly on the most vulnerable, and Lebanon is one of them.

It is also imperative to assist Lebanese public health care institutions that are tasked to deal with the COVID-19 pandemic to become more cost-effective, more comfort-related, environmentally responsible, especially with respect to energy-use. Interventions that ease the cost pressures, increase reliability, and improve the environmental performance of energy provision will impact positively on the health of the Lebanese and refugee population in which they provide health care services for.

Funded by KfW Bankengruppe and in coordination with the Lebanese Ministry of Public Health, the Response to the impact of COVID-19 in Lebanon will work on several activities, including Activity 1.3 “Implementing solar for health initiatives”. Sustainable energy interventions will be designed and implemented to target 10 public sector hospitals that were selected in different regions of Lebanon under the Ministry of Public Health Phase 1 plan for COVID-19 response.

### 2. Scope of work, responsibilities and description of the proposed analytical work

As part of the Solar for Health project, 10 solar PV systems for the generation of electricity are to be installed on the 10 public hospital facilities targeted by the project. The solar PV systems will be hybrid types (i.e., synchronized with existing diesel generators) and with capacities ranging from 40 – 600 kWp per site. The tentative ten site with approximate and tentative capacity (to be reconfirmed/assessed by the consultant) for solar PV are identified in the Table below.

#	Hospital Name	Region	Approximate preliminary capacity
1	Abdallah Rassi Public Hospital	North Lebanon	60 kWp
2	Tripoli Public Hospital	North Lebanon	80 kWp
3	Rafic Hariri Public Hospital	Beirut	600 kWp
4	Nabatieh Public Hospital	South Lebanon	100 kWp
5	Bent Jbeil Public Hospital	South Lebanon	80 kWp
6	Hermel Public Hospital	Bekaa	110 kWp
7	Mashgara Public Hospital	Bekaa	100 kWp
8	Baalbeck Public Hospital	Bekaa	100 kWp
9	Keserwen Public Hospital	Mount Lebanon	50 kWp
10	Bcherri Public Hospital	North Lebanon	40 kWp

UNDP is seeking a National Individual Consultant (IC) to prepare the full technical part of the tender document for these ten sites, including the full bill of quantities (BOQ), technical specifications with respective single line diagrams (SLD), and also assist the UNDP in evaluation of the tender submissions.

The tasks that are to be expected from the consultant are:

- **Task 1.** Collect needed data and information on all the ten sites, including thorough site visits to each of the 10 selected public hospitals that are spread across the Lebanese territory in order to form a preliminary outlook on the required design and capacity.
- **Task 2.** Draft the full detailed design of each selected site, including all the required Bill of Quantities and specifications, evaluation criteria and procurement requirements (including Single Line Diagrams)
- **Task 3.** Assist the UNDP team in the evaluation of all the offers submitted in accordance with the criteria and evaluation form set in Task 2.

### 3. Expected Outputs and deliverables

The deliverables are to be submitted in stages of draft and final. Each deliverable is to be submitted in the form of a soft copy to the Project Manager. The time needed by the Project Management for the review of each submitted deliverable is 5 working days. The Required deliverables under the terms of reference are:

<b>Deliverables/ Outputs</b>	<b>Estimated Duration to Complete</b>	<b>Target Due Dates</b>	<b>Review and Approvals Required</b>
<b>Task 1:</b> 10 site visits reports including data collection	15 person-days spread over 1 calendar month	End month 1 after contract signature	Project Manager
<b>Task 2:</b> Full tender document preparation (BOQ, specifications, evaluation criteria and requirements)	20 person-days spread over 1 calendar month	End month 2 after contract signature	Project Manager
<b>Task 3:</b> Bids evaluation report	5 person-days spread over 1 calendar month	End month 5 after contract signature	Project Manager

### 4. Institutional arrangements

The consultant will work under the supervision of the CEDRO Project Manager. The project will provide support service and / or logistical support (working space as per section 6 below and related services, and transportation from the office to the selected public hospital sites).

### 5. Duration of work

The contract is 40 man-days spread out over a period of 5 months (extension may be applied).

## 6. Duty station

Beirut Central District, UNDP CEDRO office

## 7. Requirements for experience and qualifications

### I. Academic Qualifications:

- Bachelor's degree in Electrical Engineering or related discipline.
- Master's degree in Renewable Energy or related field is a plus.

### II. Experience:

- Overall relevant experience in PV sector of not less than 5 years
- Experience in software related to solar PV design (e.g. PVsyst, Homer...)
- Experience in preparation of tender document and elaboration of technical specifications
- Experience in working with UNDP or other local or international non-governmental organizations on solar PV design and/or implementation.

### III. Competencies:

- Good analytical and report-writing skills
- Commitment to team and cross-disciplinary work
- Emphasis on delivery of results and reacts well to constructive criticism
- Proficiency in English

## 8. Scope of Price Proposal and Schedule of Payments

Task	Deliverables	Target Due Dates	Estimated Duration to Complete
1	<b>Task 1:</b> 10 site visits reports including data collection	End month 1 after contract signature	15 person-days spread over 1 calendar month
2	<b>Task 2:</b> Full tender document preparation (BOQ, specifications, evaluation criteria and requirements)	End month 2 after contract signature	20 person-days spread over 1 calendar month
3	<b>Task 3:</b> Bids evaluation report	End month 5 after contract signature	5 person-days spread over 1 calendar month

Payments will be issued upon satisfactory completion of the required deliverables and submission of the certificate of payment. Payment file shall include a summary of the tasks completed by the consultant and submitted to the Project Manager.