



REQUEST FOR PROPOSAL

Long Term Agreement, LTA for Consulting Services on E-Mobility

movelatam.org

https://procurement-notices.undp.org/view_notice.cfm?notice_id=75317

Background

Project

Advancing with a regional approach to E-mobility in Latin America

Financing programme

GCF Readiness Programme

Delivery partner

United Nations Environment Programme (UNEP)

Estimated duration

30 months

The project is being implemented in 14 countries



14
countries

Argentina
Colombia
Costa Rica
Cuba
Dominican Republic
Ecuador
El Salvador
Guatemala
Honduras
Mexico
Nicaragua
Panamá
Paraguay
Uruguay

Expected results - Outcomes

1

Regional capacity to assess e-mobility technology are strengthened in the context of broader climate change mitigation strategies

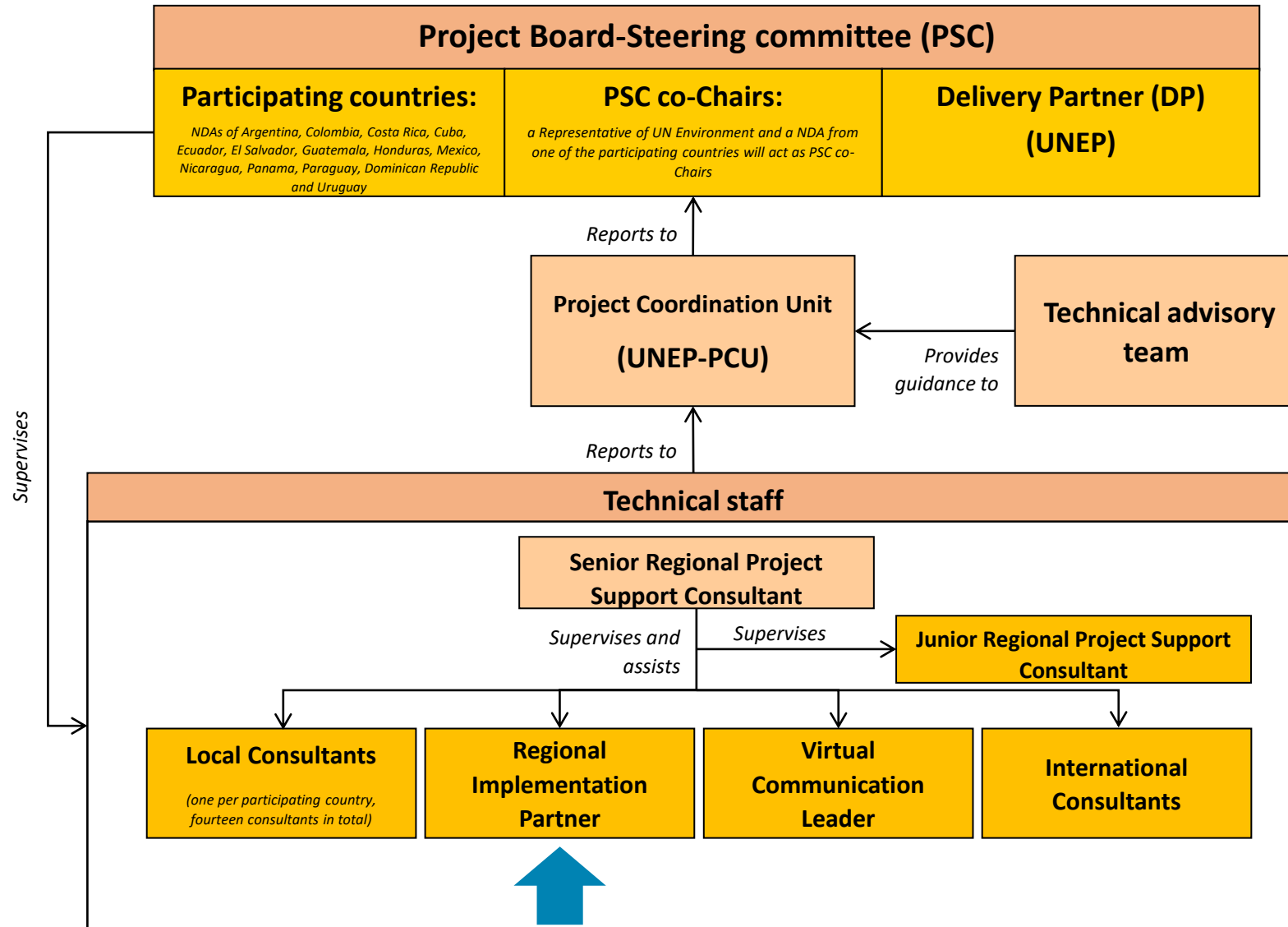
2

Enabling policy and business models to scaleup e-mobility adoption are identified and improved

3

Climate finance strategies and regional pipeline strengthened

Organization structure of the project



Scope of work – General requirements

- To have a Regional Implementation Partner to supports UNEP-PCU and local consultants to support the execution of the project “Advancing with a regional approach to e-mobility in Latin America”.
- In various activities and products, UNEP-PCU will deliver the documents to be taken as a basis. However, the Regional Implementation Partner is expected to have regional knowledge and to conduct additional research (e.g. other publications, studies, etc.), if required, to reinforce the analysis and the final report.

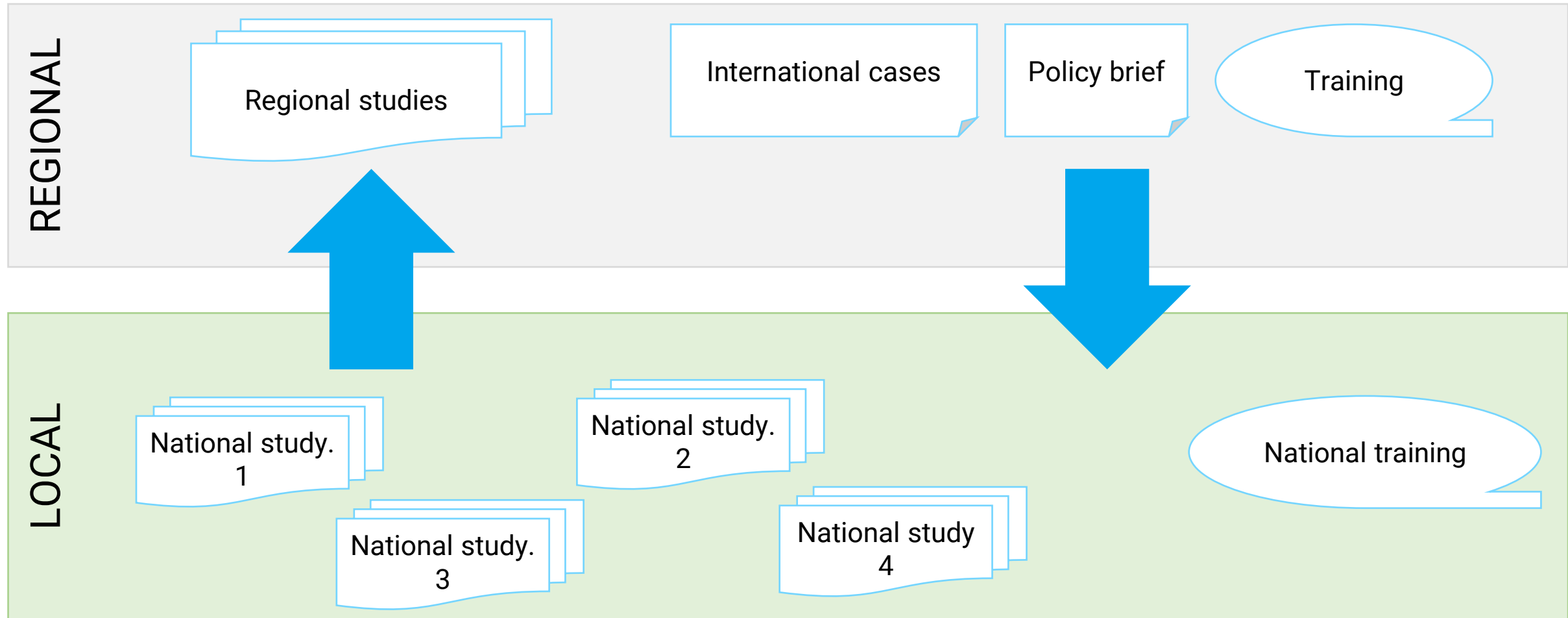
Scope of work – General comments

All the final products will be delivered in Spanish, except for the work plan (product 1), which can be delivered in English or Spanish. UNEP-PCU will not pay for document translation services or simultaneous translation if required.

The Regional Implementation Partner:

- is not expected to cover expenses related to travel. If required, UNEP will cover air travel and daily subsistence allowance (DSA). in accordance with UN rules and regulations.
- is not expected to cover expenses related to venues for training sessions, presentations and/or workshops. If required, upon agreement with UNEP-PCU, UNEP can cover costs related to venues.
- is not expected to cover expenses related to the videoconferencing platform (e.g. for training sessions, presentations and/or workshops). UNEP can provide such platform.
- is not expected to hire local consultants. UNEP-PCU has hired the local consultants in the 14 participating countries..

Two work levels: regional and local



Scope of work – General requirements

Objectives	Activities
1.- Improved understanding by national and regional stakeholders of the existing e-mobility technical capacities and technologies in participating countries	<p>1.1.- Development of a regional in-depth assessment and baseline of the state of e-mobility technology deployment based on the national studies developed by the local consultants</p> <p>1.2.- Development of an analysis of regional barriers to e-mobility deployment and recommendations to address those barriers based on the national studies developed by the local consultants, including but not limited to legal, financial, technological, industry, business, innovation</p> <p>1.3.- Strengthening of the regional capacities and knowledge sharing related to e-mobility</p> <p>1.4 Development of electric vehicle conversion (retrofit) policy brief</p>
2. Identify and improve current policy and business models for e-mobility for all vehicle usage	<p>2.1.-Development of a regional analysis of policy and legal frameworks to scaleup e-mobility adoption</p> <p>2.2.Identification and analysis of business models</p> <p>2.3.- Development of business models policy brief for vehicle charging infrastructure and services deployment in public and semi-public spaces</p>
3. Supporting the regional governance of e-mobility	<p>3.1. Development of a comparative study of regional governance frameworks for e-mobility and/or other relevant sectors based on international experiences</p>

Scope of work – Products and Activities

Activities	Products0.
0- Project planning	Product 1.- One (1) work plan
1.1.- Development of a regional in-depth assessment and baseline of the state of e-mobility technology deployment based on the national studies developed by the local consultants	Product 2.- One (1) report of the regional baseline and assessment of e-mobility technology opportunities, challenges and needs
1.2.- Development of an analysis of regional barriers to e-mobility deployment and recommendations to address those barriers based on the national studies developed by the local consultants, including but not limited to legal, financial, technological, industry, business, innovation	Product 3. One (1) report with an analysis of regional barriers and recommendations to address barriers to e-mobility adoption
1.3.- Strengthening of the regional capacities and knowledge sharing related to e-mobility	Product 4. One (1) Knowledge and capacity needs gap analysis in the region Product 5. At least two (2) educational material for at least two training modules Product 6. At least two (2) reports of the training sessions
1.4 Development of electric vehicle conversion (retrofit) policy brief	Product 7. One (1) electric vehicle conversion (retrofit) policy brief in the region
2.1.-Development of a regional analysis of policy and legal frameworks to scaleup e-mobility adoption	Product 8. One (1) report with a regional analysis with recommendations of policy and legal frameworks to scaleup e-mobility adoption Product 9. One (1) final document with the characterization of regional business models and identification of international best practices
2.2.Identification and analysis of business models	Product 10. One (1) report with business models study cases and national adaptation recommendations
2.3.- Development of business models policy brief for vehicle charging infrastructure and services deployment in public and semi-public spaces	Product 11. One (1) policy brief of business models for vehicle charging infrastructure deployment and charging services provision
3.1. Development of a comparative study of regional governance frameworks for e-mobility and/or other relevant sectors based on international experiences	Product 12. One (1) comparative study report of governance frameworks for e-mobility or other relevant sectors

Scope of work – Products and Activities

Expected products from the Regional Implementation Partner	Is it based on Products from the Local Consultants?
Product 1.- One (1) work plan	
Product 2.- One (1) report of the regional baseline and assessment of e-mobility technology opportunities, challenges and needs	Yes
Product 3. One (1) report with an analysis of regional barriers and recommendations to address barriers to e-mobility adoption	Yes
Product 4. One (1) Knowledge and capacity needs gap analysis in the region	
Product 5. At least two (2) educational material for at least two training modules	
Product 6. At least two (2) reports of the training sessions	
Product 7. One (1) electric vehicle conversion (retrofit) policy brief in the region	
Product 8. One (1) report with a regional analysis with recommendations of policy and legal frameworks to scaleup e-mobility adoption	Yes
Product 9. One (1) final document with the characterization of regional business models and identification of international best practices	Yes
Product 10. One (1) report with business models study cases and national adaptation recommendations	
Product 11. One (1) policy brief of business models for vehicle charging infrastructure deployment and charging services provision	
Product 12. One (1) comparative study report of governance frameworks for e-mobility or other relevant sectors	

Key performance indicators

KPI's for Contractor	Excellent	Good	Average	Poor	Very Poor
Meeting agreed schedule	The schedule is met as agreed	The schedule is delayed but managed properly and updated with the approval of the customer	The schedule is updated with the approval of the customer	The schedule is not met and is constantly updated with the approval of the customer	The schedule is not met, the updates are not clear and not agreed
Integration of key actors	Key stakeholders are fully integrated and appropriated of the process	Key stake holders are in constant communication with the consulting team and provide feedback when required	Key stakeholders are part of the process and project activities, assisting periodically to scheduled meetings	Key stakeholders are consulted for some activities of the project in an irregular way	Key stakeholders are rarely consulted and are not aware of the project
Responsiveness	The consulting team is very responsive and do active follow up on the active tasks and consider the feedback given	The consulting team keeps UNEP informed of the progress of the project, and does follow up as requested	The consulting team provides some information requested and does some follow up	The consulting team provides late information when requested	The consulting team provides late information when requested and rarely do follow up on the active tasks

If the required level is not met by the contractor, UNEP will, if decided, terminate the contract with no compensation to the contractor.