



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Ref. IC-2021-031

Date: 15 June 2021

<b>Country:</b>	Kazakhstan
<b>Title:</b>	Economics and Financial Support Mechanism Expert
<b>Description of the assignment:</b>	Preparation of economic analysis and development of a financial support scheme under the law on "net consumers" for the development of a separate financial product.
<b>Project name:</b>	UNDP/GEF Project "Derisking Renewable Energy Investment in Kazakhstan", 00101058
<b>Period of assignment/services:</b>	July – October 2021 (21 working days)
<b>Contract type:</b>	Individual Contract (IC)

**Important note:** Technical and Financial proposals in PDF format should be submitted in separate files to email address [procurement.kz@undp.org](mailto:procurement.kz@undp.org) with reference to **IC-2021-031 and position name** in subject line no later than **3:00 p.m. (Nur-Sultan time) on June 29, 2021.**

Any request for clarification must be sent by standard electronic communication to the address [gyulnara.karpisheva@undp.org](mailto:gyulnara.karpisheva@undp.org) with reference to IC-2021-031.

### 1. BACKGROUND

The objective of the project is to promote private sector investment in renewable energy sources in Kazakhstan to achieve the country's 2030 and 2050 renewable energy targets. The project targets both large-scale and small-scale renewable energy sources.

The goal of this project is to achieve transformation of the energy market in Kazakhstan by significantly increasing the scale of the use of renewable energy sources in of electricity production, thereby increasing the share of renewable energy in the country power generation mix from 1.1% in 2017 to 10% by 2030.

To achieve its objective, the project includes activities to support renewable energy projects that are

expected to bring about a collective GHG emission reductions of at least 460,000 tonnes of CO<sub>2</sub>. In addition, by the end of the project, the project would have supported the commissioning of 9.5 MW of direct, small-scale renewable energy system (RES) that will produce about 500 GWh of electrical energy.

The project is comprised of three components:

- Component 1 – Large-Scale Renewable Energy: Policy and Financial Derisking Measures
- Component 2 – Renewable Energy for Life: Policy Derisking
- Component 3 – Renewable Energy for Life: Financial Derisking and Incentives

This consultancy assignment is part of Activity 3.1.2.1. under Component 3/ Output 3.1 of the DREI Project

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

Stage 1) Develop an Action Plan for the study of the "net consumer" segment. The action plan should at least include: proposals for 2 regions of Kazakhstan for developing a model, a typical project model, renewable energy technologies, target group, as well as other necessary information. The action plan is to be agreed with the Project team.

Stage 2) Implementation of the Action Plan, including the following tasks:

- Collection and analysis of data to determine the parameters of a typical project of "net consumer" in Kazakhstan;  
Modeling in MS Excel and analysis of a typical project based on the mentioned technology, within the life cycle (for solar PV with a capacity of up to 100 kW);
- Identification and description of factors contributing to the growth of demand, as well as barriers (legal, organizational, etc.) to the development of this niche, based on the results of modeling and consultations with participants in real projects, incl. while traveling;
- Analysis of the economy of a typical project based on the technologies defined in the Action Plan, drawing up an opinion on the investment attractiveness of this technology, extrapolating the analysis to all regions of the country;
- Analysis of the opportunities for introducing net metering for solar PV in Kazakhstan together with an explanation on advantages and disadvantages.
- Formulation of recommendations for supporting the projects of the "net consumer" throughout the country;
- Formulation of recommendations aimed at supporting the "net consumer" through funding from various sources, including government funding and other relevant measures, including amendments in legislation;
- Finalization and presentation of conclusions and recommendations.

The Contractor must use the previously completed work within the framework of the UNDP/GEF Project "Derisking Renewable Energy Investment in Kazakhstan" related to the research topic, which will be provided by the Project.

## 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

**Education:**

- Higher education in the field of energy, economics, business, environmental sciences.

**Experience:**

- 7 years of experience in the field of economic analysis.
- 7 of experience in energy, construction, or other technical field (industry), including as part of the financial department of an enterprise or organization working in the relevant field.
- 2 years of experience in energy efficiency and/or renewable energy sources.
- Experience in cooperation with international institutions/organizations, experience in the UN system would be an asset.

**Languages:**

- Excellent knowledge and command of the Russian language; knowledge of English will be an advantage

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

The following documents in PDF format to be attached to the proposal (maximum size 19Mb) and sent to [procurement.kz@undp.org](mailto:procurement.kz@undp.org) with reference to **IC-2021-031** and **position name** in the subject of the letter not later than **3:00 p.m. (Nur-Sultan time) on June 29, 2021**:

- A duly completed and signed Offeror's letter to UNDP confirming interest and readiness for the appointment of an individual contractor; Financial proposal (in separate file) must include all costs under the contract, with a detailed breakdown of costs according to the attached UNDP form.
- A detailed personal CV, including previous work experience in similar projects and skills relevant to the task, as well as contact details (email and phone number) of the applicant.
- Other documents certifying experience, knowledge, and skills (certificates of continuing education/diplomas, awards, etc.).
- Short essay:
  - ✓ explaining why the candidate considers himself the most suitable candidate for the advertised position.
  - ✓ including a methodology for applying the approach to the implementation of the terms of reference.

**5. FINANCIAL PROPOSAL**

The financial proposal in KZT shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in instalments or upon completion of the entire contract).

Payments will be made in 2 tranches upon satisfactory delivery of the services specified in the TOR and after approval of the results by the ICTA and Project Manager. The financial proposal will include a breakdown of this lump sum amount (including number of anticipated working days) according to the proposed schedule of payments.

#	Results	Payment %
1.	Tranche 1. Result 1	20 %
2.	Tranche 2. Result 2	80 %

**Travel**

If public health requirements allow, the Consultant will make 2 trips within the territory of Kazakhstan, visiting several locations where solar PV technology is used, with visits to manufacturers of relevant equipment, banks, research centers (if necessary); trips will be planned in detail during the work planning phase.

\* Note: Terms and dates of travels will be clarified after signing the contract. The planned number of days should include the days spent on the road. In the event of travel restrictions due to COVID-19, the Consultant will use all reasonable efforts to replace face-to-face consultations with remote discussions.

A detailed work schedule and departure dates are agreed upon in advance with the Project Manager and Landscape Planning Expert. Travel, accommodation and travel expenses of the expert must be included in the financial offer when submitting documents for the competition.

*\* terms/dates of departures will be specified during the contract implementation period. The planned number of days should include the days spent on the road*

**6. EVALUATION**

Individual consultants will be evaluated based on the Cumulative analysis or Combined Scoring Method. The award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

1. Responsive/compliant/acceptable
2. Received the highest score according to pre-defined technical and financial criteria:
  - ✓ Specific weight of technical criteria: 70%
  - ✓ Specific weight of financial criteria: 30%

Step I: **Preliminary evaluation of offers/shortlisting** (Pass/Fail). ONLY fully and timely submitted applications with all required documentation (CV, diploma, essay, Annex 4 and Annex 5) would be considered for technical evaluation;

- Step II: **Technical Evaluation** - maximum 700 points, which consists of technical scoring of qualifications and experience;
- Step III: **Financial Evaluation** - maximum 300 points;

**Step II: Technical Evaluation – 70%:**

UNDP will conduct a desk review to technically evaluate the shortlisted candidates. Only candidates obtaining a minimum of 490 points of 700 points for technical criteria shall be considered for financial evaluation.

**Technical scoring of qualifications and experience – maximum 700 points:**

Criteria	Weight/specific value	Minimum score	Maximum score
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<i>Technical assessment</i>			
Higher education in the field of energy, economics, business, environmental sciences: bachelor's degree -56 points; master's degree – 68 points; doctor's degree (PhD) – 80 points;	11,5 %	56	80
Experience in economic analysis: Less than 7 years – 0 points 7 years – 112 points; 8-10 years – 136 points; more than 10 years – 160 points;	23 %	112	160
Experience in energy, construction, or other technical field (industry), including and as part of the financial department of an enterprise or organization working in the relevant field: Less than 7 years – 0 points; 7 years – 112 points; 8-10 years – 136 points; more than 10 years – 160 points;	23 %	112	160
Experience in energy efficiency and/or renewable energy sources. Less than 2 years – 0 points; 2 years – 56 points; Every additional year – 8 points; Maximum – 80 points;	11,5%	56	80
Experience in cooperation with international institutions/organizations, experience in the UN system would be an asset: No experience – 0 points Required experience – 65 points	9 %	45,5	65
Excellent knowledge and command of the Russian language; knowledge of English will be an advantage: Excellent knowledge of the Russian language – 49 points; Excellent knowledge of the Russian language and knowledge of English – 70 points;	10 %	49	70

Short essay including a methodology for applying the approach to the implementation of the terms of reference: Weak – 0 points Satisfactory – 59,5 points; Good – 73 points; Excellent – 85 points;	12%	59,5	85
<i>Total score of technical assessment:</i>	<i>100%</i>	<i>490</i>	<i>700</i>

**Step III: Financial evaluation – 30% (300 points:**

The following formula will be used to evaluate financial proposal:

*Lowest priced proposal\*300 points/price of the proposal being evaluated.*

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as (a) responsive/compliant/acceptable and (b) having the highest score out of the set of weighted criteria: technical (70%) and financial (30%).

**AUTHORIZED BY:**

**Zhanat Tileumuratova**  
Procurement Associate

Signature: 

**Vitalie Vremis**  
Deputy Resident Representative

Signature: 

**ANNEXES**

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANNEX 3- INDIVIDUAL CONTRACT TEMPLATE

ANNEX 4- OFFEROR'S LETTER TO UNDP/CONFIRMATION OF INTEREST

ANNEX 5 - FINANCIAL PROPOSAL FORM