

TERMS OF REFERENCE

Title:	Economics and Financial Support Mechanism Expert
Assignment:	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.
Place of work:	Home-based
Period:	July - October 2021 (21 working days)
Contract type:	Individual contract (IC)
Project title:	00101058, UNDP/GEF Project "Derisking Renewable Energy Investment in Kazakhstan"

Description of the project:

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 reduction of at least 460,000 tons of CO₂. 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

Purpose:

Provide scientific advisory support for the technical assessment of a typical project for electricity production under the law of the Republic of Kazakhstan "On Supporting the Use of Renewable Energy Sources" (net electricity consumers).

To assess market prospects for this type of projects, barriers to the development of this market, factors contributing to its development, driving, and inhibiting forces.

Consulting support in the development of measures and instruments of financial support, as well as a program to stimulate the development of a critical mass of private producers of solar energy in this niche in Kazakhstan.

Initial recommendations for converting the scheme and support measures for the mass of small private solar producers into an ongoing sustainable program for several years (at least 5) after the end of the Project.

The content of the 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.

Travelling mission:

If public health requirements allows, 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*

Expected results:

The deadlines for completing tasks and payment will be carried out according to the following table:

No.	Results	Time frame (number of working days)	Due dates	Checked and approved
1.	Action plan in accordance with the TOR - Stage 1	6 weeks from the date of signing the contract (10 working days)	30 August 2021	International Chief Technical Advisor (ICTA) and Project Manager
2.	Implemented Action Plan, including recommendations in accordance with the TOR - Stage 2	12 weeks from the date of signing the contract (11 working days)	12 October 2021	ICTA and Project Manager

Indispensable conditions:

When carrying out all types of work that may have to be done in the performance of this consultancy assignment, the contractor must ensure the safe and legal production of the required deliverables (e.g., reports and finished products, excluding the creation of counterfeit products).

It is necessary to ensure compliance with the copyright (and related rights) laws and regulations of the Republic of Kazakhstan.

All rights to products produced, including originals of documents and their copies, can be transferred to any third person by the decision of the client (DREI Project), and such transfer can be carried out directly to the third person and immediately upon completion and acceptance of all work, in accordance with this Terms of Reference.

The UNDP project reserves the right to amend the Terms of Reference (up to maximum 20% of the content) but ensuring no change in the general essence of the consultancy assignment and the cost of services under the Agreement.

Responsibility and accountability:

The contractor bears full responsibility for the accuracy and legality of the information provided and for the timely provision of reports.

- Coordinates actions to be carried out with the DREI Project Manager and the international CTA (ICTA).
- Collaborates with the expert team of the DREI Project.
- Ensures unconditional fulfillment of the requirements specified in the contract and terms of reference.

Reports and materials: These must be written in Russian language in electronic form using MS WORD and Excel (2003 and above) according to the UNDP format; Font used: Times New Roman, 12.

Duration of work: July - October 2021 (21 working days)

The presented results are agreed with the UNDP Project Manager in accordance with the expected results specified in this Terms of Reference. The manager within 5 working days sends the service provider comments on the reports, decisions on the adoption of the results by e-mail. In case of poor quality of work of the involved consultant, UNDP reserves the right to terminate the contract unilaterally. In this regard, high-quality and timely execution of work is expected in accordance with the requirements of the ToR.

Place of work: Home-based.

Qualification of the successful individual contractor:

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.
- Experience in cooperation with international institutions/organizations, experience in the UN system would be an asset.
- 2 years of experience in energy efficiency and/or renewable energy sources.

Languages:

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

Scope of price proposal and schedule of payments

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 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.

Stage of work	Payment %
Result 1	20%
Result 2	80%

Recommended Presentation of Offer

The following documents in PDF format to be attached to the proposal (maximum size 19Mb) and sent to procurement.kz@undp.org indicating reference number IC-2021-031 in the subject of the letter.

- 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;

CRITERIA FOR SELECTING THE BEST PROPOSAL

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:

- I. Responsive/compliant/acceptable
- II. received the highest score according to pre-defined technical and financial criteria:
 - a. Specific weight of technical criteria: 70%
 - b. Specific weight of financial criteria: 30%

Approved:

Syrym Nurgaliyev
Syrym Nurgaliyev
Project Manager
Date: 11-Jun-2021

Abduvakkos Abdurahmanov
Abduvakkos Abdurahmanov
GEF Portfolio Manager
Date: 11-Jun-2021