



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Ref No.: IC/016/21 - International Consultant on assessment of the regulatory aspects and technical capabilities for the implementation and/or piloting on-grid solar systems in rural settlements of Uzbekistan

Date: 29.06.2021

Country: Uzbekistan

Description of the assignment: International Consultant on assessment of the regulatory aspects and technical capabilities for the implementation and/or piloting on-grid solar systems in rural settlements of Uzbekistan will be fully responsible for: a comprehensive analysis of the regulatory framework and technical aspects as well as for provision of workable solutions based on the best international practices.

The assessment of the regulatory aspects and technical capabilities for the implementation and/or piloting on-grid solar systems in rural settlements of Uzbekistan will work under the overall supervision of the Project Manager, and the direct supervision of the National Technical Adviser and Task Manager on domestic supply chain.

The assignment will be based on Home-based desk work and online meetings with project partners for a total of 30 working days from July 2021 to November 2021 (total 30 w/d). The International Expert will be fully and solely responsible for undertaking the below tasks and quality and timely producing the expected outputs and deliverables indicated below.

Project name: UNDP/GEF "Market Transformation for Sustainable Rural Housing in Uzbekistan".

Period of assignment/services: Total 30 working days from July 2021 to October 2019.

Application Process:

Interested candidates need to apply online at www.jobs.undp.org and upload requested documents (*Technical Proposal/Methodology, CV/P11 form, Offeror's Letter of confirmation and Financial Proposal*) in Part 6 of Procurement Notice **no later than end of July 12, 2021** (New York time). Please combine all your documents into one (1) single PDF document as the system only allows to upload maximum one document.

Your on-line applications submission will be acknowledged to your email address provided in application. If you do not receive an e-mail acknowledgement within 24 hours of submission, your application may not have been received. In such cases, please resubmit the application, if necessary.

Link to application at the UNDP Job Site – https://jobs.undp.org/cj_view_job.cfm?cur_job_id=100176 (cut and paste into browser address bar if the link does not work).

You can review detailed Procurement Notice, Terms of Reference and download templates from the UNDP Procurement Notices Site following the link http://procurement-notices.undp.org/view_notice.cfm?notice_id=80208. (cut and paste into browser address bar if the link does not work).

Application submitted via email, incomplete applications or received after the closing date (July 12, 2021) will not be given consideration.

Failure to submit the *Financial Proposal* by the deadline or without reference to the subject above will result in disqualification.

For more detailed information about UNDP Uzbekistan please visit our website at www.uz.undp.org. UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and minorities are highly encouraged to apply. UNDP Balance in Manage Policy promotes achievement of gender balance among its staff at all levels.

Requests for clarification must be sent in writing to pu.uz@undp.org, ensuring that the reference number above is included in the subject line. UNDP shall endeavor to provide such responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the Proposals, unless UNDP deems that such an extension is justified and necessary.

1. BACKGROUND

The UNDP/GEF and Government of Uzbekistan project on “Market Transformation for Sustainable Rural Housing in Uzbekistan” seeks to transform the rapidly growing rural housing sector in Uzbekistan towards a more sustainable and low-carbon development pathway by designing, piloting and scaling-up a green mortgage market mechanism, which will boost the demand for low-carbon housing among the Uzbek rural population. The project objective is to provide Uzbekistan’s rural population with improved, affordable and environmentally friendly living conditions.

The project consists of four inter-linked outcomes. The first and principal outcome is the establishment of the green mortgage scheme to incentivize and eventually scale-up the demand for low-carbon housing. This outcome will be supported and enabled by three complementary outcomes related to strengthening domestic supply chain and capacities for construction of low-carbon housing (Outcome 2), introducing policies and regulations for low-carbon housing and settlements (Outcome 3) and raising public awareness about benefits and advantages of low-carbon housing (Outcome 4).

More information about the project is available through the following link:

<https://www.thegef.org/project/market-transformation-sustainable-rural-housing-project>

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

Outputs and deliverables presumed under this assignment will be performed in overall supervision of the Project Manager, and the direct supervision of the National Technical Adviser and Task Manager on domestic supply chain, and in cooperation with the National Consultant as well as local/national government agencies.

It is expected that to implement the set tasks, an international expert will actively involve in its work respective national consultant, experts of the Ministry of Energy, JSC «National Electric Networks of Uzbekistan», JSC «Hududiy Elektr Tarmoqlari», Regional utility companies, other project partners, PVs suppliers.

The on assessment of the regulatory aspects and technical capabilities for the implementation and/or piloting on-grid solar systems in rural settlements of Uzbekistan will bear responsibility for the following project outputs and will undertake the following functions:

Activity 1: Comprehensive analysis of existing regulations:

- Conduct comprehensive analysis of the existing national laws and regulations related to renewables, on-grid solutions, and other relevant documentation;
- Work with National Consultant on on-grid systems through requesting relevant data and regulatory documents (will be translated into English if required);
- Work with The Project team, particularly with Task Manager on domestic supply chain (Component 2) and National consultant on on-grid systems to discuss and approve work plan.

Activity 2: Conduct a comprehensive analysis of the Resolution of the Cabinet of Ministers #610:

- Conduct comprehensive analysis of the Resolution #610 dated 22 July 2019 and formulate overall recommendation on its improvement;
- Formulate recommendations to improve applicability of the Resolution #610 to IPP;
- Formulate recommendations to simplify (or improve) a 12-step procedure to make it more appealing IPP provided in the attachment #1 of the resolution #610.

Activity 3: Conduct online meetings with national partners of the project:

- Draft online meeting agenda with National Consultant and the Project team;
- Conduct online consultations with the experts of the Ministry of Energy, JSC «National Electric Networks of Uzbekistan», JSC «Hududiy Elektr Tarmoqlari», Regional utility companies, other project partners, PVs suppliers, with support of the Project Task Managers and National Consultant on on-grid systems;
- Familiarize and assess technical parameters of low voltage transformer and electricity network and formulate workable solutions jointly with National Consultant on on-grid systems;
- Familiarize and assess electricity meter data collection and billing center in Tashkent to consult on adoption, application and acceleration of on-grid system and formulate recommendations jointly with National Consultant on the on-grid system.

Activity 4: Formulate draft procedure to create technical requirement for IPP:

- Formulate general technical requirements to be enforced for IPPs based on common technical aspects of the country for a secure and reliable connection to local grid jointly with National Consultant;
- Formulate universally applicable draft procedure for assessment of the equipment (technical capabilities and environment) of IPP;
Formulate universally applicable draft procedures (recommendations) for entities entitled to provide technical requirements for IPPs.

Outputs

1. Work plan and a report including recommendations on conducted critical analysis of existing regulatory documents in the area of renewable energy and energy policy with the focus on the adoption of on-grid system developed, submitted, cleared by the National Technical Adviser and Task Manager on domestic supply chain and approved by the Project Manager;
2. Formulate recommendations (1) to improve applicability of the Resolution #610 to IPP and (2) to simplify (or improve) a 12-step procedure to make it more appealing IPP indicated in the attachment #1 of the resolution #610 developed, submitted, and cleared by the National Technical Adviser and Task Manager on domestic supply chain and approved by the Project Manager;
3. Findings report on conducted online consultations with the Ministry of energy, regional utility companies, PVs suppliers, central billing center and other relevant parties developed, submitted, and cleared by cleared by the National Technical Adviser and Task Manager on domestic supply chain and approved by the Project Manager;

4. Formulated (1) universal technical requirements for IPPs based on common technical aspects of the country, (2) draft universal procedure for assessment of the equipment of IPP, and (3) universal procedure (recommendations) for entities providing technical requirements developed, submitted, and cleared by cleared by the National Technical Adviser and Task Manager on domestic supply chain and approved by the Project Manager.

Location of work

Home-based desk work and online meetings with project partners.

3. RECRUITMENT QUALIFICATIONS

- **Education:** University degree (at minimum, a Master's degree or equivalent) in energy economics; energy/mechanical or engineering or closely related field.
- **Experience:** At least five (5) years of proven working experience in development/enforcement of alternative energy, grid code, energy efficiency and climate change considerations.
- **Language Requirements:** Proficiency in written and spoken English is required. Sound knowledge of Russian is an asset.
- **Computer skills:** Proficiency in the work with Microsoft Packages.
- **Others:** Ability to work in close collaboration with a group of national and international experts, to meet strict deadlines and plan the work according to priorities. Strong interpersonal and communication skills. Good analytical and writing skills.

4. DELIVERABLES AND TIMEFRAME

The following deliverables and indicative schedule are expected from the consultancy contract. Exact dates of beginning and completion stages as well as scope of works for each phase can be corrected by project manager based on reasonable justification by the consultant. The project reserves the right, if necessary, to amend the terms of reference of a consultant on a written agreement. The final schedule will be agreed upon in the beginning of consultancy assignment. All deliverables should be submitted to UNDP by the Consultant in English.

#	Deliverables	Timeframe	Instalments (%)
1	Output 1	25 July 2021	1 st instalment (40% of the total contract amount)
2	Output 2	30 August 2021	
3	Output 3	25 September 2021	2 nd instalment (60% of the total contract amount)
4	Output 4	31 October 2021	

5. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested applicants must submit the following documents/information to demonstrate their qualifications:

1. Letter of Confirmation of Interest and Availability using the template provided by UNDP (Annex III).

2. **CV** with indication of the e-mail and phone contact, but successful consultant will be requested to submit filled in and signed a **Personal History Form** (P11 form) before contract issuance.
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 3 pages).
4. Financial Proposal using template provided.

Application process: To submit your application online, please follow the steps below:

- Download and complete the UN Personal History Form (P11).
- Merge your P11, Proposals and other relevant documents into a single file.
- Click on the Job Title.
- Click “Apply Now” button, fill in necessary information on the first page, and click “Submit Application”.
- Upload your application.

You will receive an automatic response to your email confirming receipt of your application by the system.

Only **Shortlisted** candidates will be requested to provide financial offer.

6. FINANCIAL PROPOSAL

Fixed price contracts

Payment will be released in 2 (two) instalments upon timely submission of all above mentioned respective deliverables and their acceptance by the Supervisor and UNDP CO.

1st (40% of the total contract amount) to be made upon achievement of Deliverables 1 and 2;

2nd (60 % of the total contract amount) to be made upon achievement of Deliverables 3 and 4;

7. EVALUATION

Applicants will be evaluated based on the following methodologies:

Cumulative analysis

The award of the contract shall be made to the applicant whose offer has been evaluated and determined as:

a) responsive/compliant/acceptable, and

b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

** Technical Criteria weight; [70%]*

** Financial Criteria weight; [30%]*

Only candidates obtaining a minimum of 49 points for Technical evaluation would be considered for the Financial Evaluation

Criteria	Weight	Max. Point
<u>Technical</u>		
At least 5 years of direct contribution to ecological and economical research.	15%	15
Master's degree (equivalent or higher) in the field of environment, natural resources management, environmental economics, agricultural economic or biodiversity-related field.	15%	15
Fluent English, knowledge of Russian will be an asset.	5%	5
Proposed methodology	35%	35
<u>Financial</u>	30%	30

9. ANNEXES

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS (available at <http://www.undp.org/content/dam/undp/documents/procurement/documents/IC%20-%20General%20Conditions.pdf>)

ANNEX 3 - OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY FOR THE INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT

ANNEX 4 FINANCIAL SUBMISSION FORM (BREAKDOWN OF COSTS SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL)