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## Terms of Reference for ICs and RLAs

**Services/Work Description:** Provision of technical service to support greening the cold chain in SIDS

**Project/Programme Title:** Capacity building and support to the implementation of the Montreal Protocol in various programme countries in the Small Island Developing States (Seychelles)

**Consultancy Title:** Sustainable Cold Chain – National consultant

**Duty Station:** Home-based

**Duration:** 40 Days between Aug-Dec 2022

**Expected start date:** 01 Aug 2022

### 1. BACKGROUND

Cooling is essential to human health, food security, economic productivity, and is becoming more important due to increasing global mean temperatures accompanied by more extreme heat waves. If unmanaged, this will result in a cycle of increasing emissions from fossil-fuelled energy consumption and high global warming refrigerants. Cooling is currently estimated to consume 20% of the world's electricity consumption. Under 2019's the Rome Declaration, parties to the Montreal Protocol stressed the importance of national action and international cooperation to promote the development of sustainable cold chains to reduce food loss. Many vaccines require a proper "vaccine cold chain", a challenge that has been particularly highlighted by Covid-19 pandemic. As such, sustainable cooling is essential for the green recovery, ozone layer protection and combatting the climate change.

UNDP is one of the four implementing agencies of the Multilateral Fund (MLF) for the implementation of the Montreal Protocol since 1991. UNDP has active projects funded by the MLF in 51 countries, including HCFC phase-out management plans in 43 countries. UNDP is supporting 25 countries that ratified the Kigali Amendment for the preparation of Kigali Implementation Plans (KIPs). In recent years, UNDP has secured more resources from bilateral partners and foundations to fill the gaps on sustainable cooling. UNDP has been partnering with Clean Cooling Collaborative (formerly K-CEP) in supporting 12 countries in the development of the National Cooling Plans. With bilateral funding from New Zealand, UNDP provides capacity building and technical support to the implementation of the Montreal Protocol in various programme countries in the Small Island Developing States (SIDS).

UNDP strives to support local actions in developing and promoting sustainable cold chain through international cooperation by working closely with governments, stakeholders, private sector and small business. Despite of the availability of green and efficient technology in the global market, the cold chain in developing countries is still largely based on harmful refrigerants, outdated technology and fossil fuel-based grid electricity. There are great potentials to mitigate the environmental footprint and increase social and economic benefits in the cold chain.

In the context of SIDS, the remoteness, small size, and lack of expertise make accessibility and scaling up of advanced cooling technology more challenging. There is also significant financial gap in building the cold chain infrastructure. Specifically, fishery is the economic pillar in many SIDS and the cold chain is critical for reducing food loss, improving incomes of business and resilience.

UNDP is developing a cold chain offer for SIDS to help identify sustainable development opportunities aligning with Blue Economy pathway. Therefore, UNDP would like to engage with a national expert to collect relevant information and facilitate the stakeholder consultation in adopting the sustainable cold chain solution in SIDS. The national expert will work closely with the National Ozone Unit (NOU) and other stakeholders to conduct a survey



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on the characteristic of the local cold chain, including stakeholder mapping, relevant national policy, regulation and standard, technology status, refrigerant consumption, capacity of the cooling system, market demand, energy supply and level of the efficiency, business models, among other data; assess the gaps, challenges and opportunities to adopt sustainable cold chain solutions. An international expert will provide technical support and advice to the national consultant in the process in the data collection, analysis and stakeholder consultation. This preliminary work is supported by a grant from the Government of New Zealand administered by UNDP.

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

The national Cold Chain consultant shall provide following technical support:

- Review background information and previous inventories on cold chain studies at the national level.
- Identify and characterize the refrigeration equipment, installations and uses in each step of the cold chain.
- Give inputs to the international experts on the methodology, design and application of the survey for data collection.
- Identify and characterize the major end users of the cold chain, according to sub-application.
- Conduct the data collection surveys to gather information on the cold chain stakeholders, technologies used, installed equipment, cooling capacities, leakage rates, trends, and other subjects defined by the international expert and government partners.
- Review collected data and results.
- Elaborate a report based on the collected information and the guidelines provided by the international expert.
- Support the international expert and review its assumptions on the elaboration of future projections in line with local conditions, provide recommendations in building sustainable cold chain infrastructures.
- Support and facilitate the stakeholder consultation.
- Support knowledge management and outreach activities to mainstream survey results and further development of UNDP's cold chain offer for SIDS.

## 3. Expected Outputs and deliverables

The total number of days of work is estimated at approximately two and half months. The breakdown below corresponds to expected outputs and schedule of payments as follows:

- 30% of payment upon submission of the 1<sup>st</sup> progress report, including survey questionnaire and the work plan. (approx. 7 working days; due date – 30 Aug 2022)
- 50% of payment upon submission of the draft progress report, including initial review of survey results and description of identified end-users (approx. 14 working days; due date – 31 Oct 2022)
- 20% of payment upon submission of the final report, including the minute of the stakeholder meeting (cost of the meeting will be paid by UNDP separately) (approx. 19 working days; due date – 15 December 2022)

## 4. Institutional arrangements/reporting lines

The assignment is home-based. The Consultant will work under the overall guidance of the UNDP Regional Technical Advisor and the international expert and in coordination with the programme specialist. Certificate of payments, and related deliverables will be finally approved/certified by UNDP MPU RTA in consultation with participating UNDP CO focal points of respective projects.

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## 5. Experience and qualifications

### I. Academic Qualifications:

- Degree in Refrigeration, Electrics, Mechanics, Energy, Economic or related field.
- Master's degree is considered an advantage.

### II. Years of experience:

- Working experience of at least 5 years with relation to the cooling sector.
- Proven experience in the data collection and assessments.
- Demonstrable technical knowledge on energy efficiency is a plus.
- Knowledge of Montreal Protocol and Multilateral Fund Policy is desirable.
- Excellent writing, editing, and communication skills.
- Ability to draft high quality project report.

### III. Language:

Fluency in English and French.

### IV. Competencies:

- Technical: Ability of coordination and leadership in the national data collection and assessments in the cooling sector.
- Trends and emerging areas analytics: Ability to scan the horizon and identify approaches and initiatives to bring into policy and programme design.
- Knowledge management: Ability to capture, develop, share and effectively use information and knowledge. Ability to perform trainings and presentation for diverse audiences, including National Ozone Units and their stakeholders.
- Corporate: Demonstrates integrity by modeling UN values and ethical standards and proves knowledge of UNDP's gender equality and safeguards policies. Capacity of communication across a wide range of stakeholders with different technical levels of expertise.

## 6. Payment Modality

Payment to the individual contractor will be made based on the deliverables accepted and upon certification of satisfactory completion by the manager.

## 7. Criteria for selection of individual consultant for award of contract

The selection of the best offer from the shortlisted candidates will be based on a Combined Scoring method – **where** the qualifications and experienced will be weighted a maximum of 70 points and combined with the price offer which will be weighted a max of 30 points out of 100 points

**Method:** Cumulative analysis method will be used to evaluate proposals.

When using this weighted scoring method, the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive, compliant, acceptable; and
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation



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Technical Criteria weight: 70%

Financial Criteria weight: 30%

### Technical Evaluation

Only those candidates that meet the minimum level of education, relevant years of experience and language requirements will be considered for the technical evaluation. The technical evaluation will be conducted by a desk review to select the shortlisted candidates (those that score at least 49 out of total 70 obtainable scores). The technical evaluation may also include interviews with shortlisted candidate(s).

Only applicants obtaining a minimum of 49 points on technical evaluation will be considered for the Financial Evaluation

### Technical Proposal (70 Points) 70% weight

Technical proposals will be evaluated based on the following criteria:

Evaluation Criteria	Max Points
	70
<b>Education</b>	
Degree in Refrigeration, Electrics, Mechanics or related field.	10
Master's degree is considered an advantage.	5
<b>General experience</b>	
Working experience of at least 5 years in the cooling sector. - 5 to 7 years of experience: 10 points - More than 7 years of experiences: 15 points	15
<b>Specific experience</b>	
Proven experience in the data collection and assessments related to the cooling sector. - Experience in at least 2 data collection initiatives: 5 points - Experience in 3 to 5 data collection initiatives: 10 points - Experience in more than 5 data collection initiatives: 15 points	15
Demonstrable technical knowledge on energy efficiency is a plus.	10
Knowledge of Montreal Protocol and Multilateral Fund Policy is desirable.	15
<b>Communication Skills</b>	
Excellent writing, editing, and oral communication skills.	
Fluency in English and French.	5



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**Financial evaluation (Weight 30%)**

The following formula will be used to evaluate financial proposal:

$p = y (\mu/z)$ , where

p = points for the financial proposal being evaluated

y = maximum number of points for the financial proposal

$\mu$  = price of the lowest priced proposal

z = price of the proposal being evaluated

Financial Proposal (30% weight of combined score)

**Contract Award**

Candidate obtaining the highest combined scores in the combined score of Technical and Financial evaluation will be considered technically qualified and will be offered to enter into contract with UNDP.

**Institutional arrangement**

The Consultant will be given access to relevant information necessary for execution of the tasks under this assignment;

The Consultant will be responsible for providing her/his own laptop.

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