



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

ADVERTISEMENT

INDIVIDUAL INTERNATIONAL CONSULTANT - SHORT-TERM CONSULTANCY TO IDENTIFY PRIORITY PRODUCTS FOR MINIMUM ENERGY PERFORMANCE STANDARDS (MEPS) AND LABEL CLASSIFICATIONS IN TANZANIA

Date: 20 Oct 2022

Procurement Notice No.: IC/TZA/2022/UNDP- 017

Duty Station: Home base, with travel to Dar es Salaam and Dodoma, Tanzania

Eligibility: **International Consultant** (Female Candidates are highly encouraged to apply)

Description of the assignment

- (i) 'Undertaking a quick technical and market assessment/survey of the most used energy appliances in the country and propose, if necessary, a separate set of products for the MEPS framework. This may include obtaining and analysing import details and quantities of the appliances.
- (ii) Estimate the energy savings on implementation of the MEPS annually and over the next ten (10) years.
- (iii) Reviewing existing MEPS standards at national and regional level (EAC, SADC, etc.).
- (iv) Propose a list of at least ten appliances/products whose intervention would have significant impact (e.g. products that have high energy consumption national wide, and products that have low energy consumption but are used in large numbers);

Period of Assignment/Services: 14 Working days

Separate technical and financial proposals detailing understanding of the TOR, Assignment methodology and work plan should be submitted through; icprocurement.tz@undp.org **not later than Wednesday 26 Oct 2022 at 10:00 hrs. (Local time):**

IMPORTANT NOTE: The reference of the IC Procurement Notice No. **IC/TZA/2022/UNDP-017** ("Home base, with travel to Dar es Salaam and Dodoma, Tanzania").

Any request for clarification must be sent in writing, or by standard electronic communication to the e-mail address: tenders.tz@undp.org. UNDP Tanzania will respond in writing or by standard electronic mail to the requestor and share the answer with all invited offerors without identifying the source of inquiry. Please Quote/Ref/: **IC/TZA/2022/UNDP-017** ("Short-term consultancy to identify priority products for Minimum Energy Performance Standards (MEPs) and label classifications in Tanzania") in all inquiries;

1. BACKGROUND

UNDP Tanzania is supporting the Ministry of Energy in implementing Tanzania's 1st Energy Efficiency Action Plan, with the support from European Union (EU). The overall objective of the Action Plan is to ensure access to affordable, reliable, sustainable, and modern energy for all in Tanzania. The project is also intended to support the implementation of the National Energy Policy and strategic goals set by the Tanzania National Development Vision 2025, in terms of ensuring that Energy Efficiency is playing a key role in contributing to the economic and social development of the country.

The implementation of the Energy Efficiency Action Plan is designed to contribute to achieving Energy Efficiency in households, industry and public utilities, and buildings through the implementation of the seven key Energy Efficiency actions. The Project is expected to help the country in strengthening Legal, Regulatory, Institutional framework, and administrative actions to support implementation and introduction of Energy Efficiency actions; help large energy consumers and general users to identify and implement quantifiable investments in Energy Efficiency; help in capacity and skills development, jobs creation and increase employability in the Energy Efficiency and Renewable Energy services and technology sector particularly for women and youth; and increase public awareness, access to information, stakeholder dialogue and visibility of financial, economic, and societal benefits of Energy Efficiency and Renewable Energy.....etc.....etc.....

2. DUTIES AND RESPONSIBILITIES

For detailed information on the tasks to be performed and expected deliverables, please refer to the Terms of Reference (TOR) attached.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS:

Academic Qualifications:

Profile of the International Consultant

Education:

Minimum of a Master's degree in Energy, Electrical, Energy or Environmental sciences, Energy management and planning or any related engineering or science field

Experience:

- Knowledge of MEPS regulatory frameworks, international standards, and conformity assessment is necessary.
- Experience in developing laboratory testing facilities for Energy efficiency products is highly desirable.
- Experience in working with national standards bodies is desirable.
- With a minimum of seven (7) years of relevant work experience

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS:

NOTE: Technical and Financial Proposals must be submitted separately. The two must NOT be combined.

i. TECHNICAL PROPOSAL

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

- (i) Explanation on why they are the most suitable for the work.
- (ii) Provide a brief methodology on how they will approach and conduct the work.
1. **Personal CV** including past experience in similar projects and at least 3 references with valid contact details (Please clearly indicate names, valid telephone numbers and e-mail addresses of referees).

ii. FINANCIAL PROPOSAL

The financial proposal shall specify a **total lump sum amount**, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output (For detailed payment schedule, please refer to the TOR attached). In order to assist the Requesting Unit in the comparison of financial proposals, **the financial proposal will include a breakdown of this lump sum amount.**

Travel:

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expense should be agreed upon, between the respective Business Unit and individual Consultant, prior to travel and will be reimbursed.

Proposed format for submission of Financial Proposal:

S/N ^o	Item/Description	Amount (TZS)
1.	Professional Fee (number of working day x Daily Rate)	
2.	Other expenses (please specify if any)	

5. EVALUATION METHOD

Individual Consultants will be evaluated based on the following methodology:

Cumulative Analysis:

The contract will therefore be awarded to the Individual Consultant whose offer has been evaluated and determined as both:

- Responsive/compliant/acceptable, and
- Having received the highest score out of the 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 in the technical evaluation will be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
<u>Technical :</u>	<u>70%</u>	<u>70</u>
• Experience in developing MEPS and Labeling and its regulatory frameworks	30.00	
• Experience in mainstreaming key aspects like gender, innovation, and youth in policies, strategies and plans	20.00	
• Experience working in developing countries with similarities to Tanzania; Tanzania experience is highly desirable.	10.00	
• Quality of the proposal, which should adequately mention the approach, methodology and timelines	10.00	
<u>Financial:</u>	<u>30%</u>	<u>30</u>

ANNEX 1 - TERMS OF REFERENCE (TOR)

ANNEX 2 - INDIVIDUAL CONSULTANTS GENERAL TERMS AND CONDITIONS

DocuSigned by:

Sergio Valdini

178C48F20E26453

Deputy Resident Representative