



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

ADVERTISEMENT

**INDIVIDUAL INTERNATIONAL CONSULTANT - CAPACITY BUILDING FOR ENERGY MANAGEMENT ASSESSMENT FOR
LARGE ENERGY CONSUMERS**

Date: 09 Nov 2022

Procurement Notice No.: IC/TZA/2022/UNDP- 018

Duty Station: Dar es Salaam, Tanzania

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

Description of the assignment

- Assess TIRDO's competencies and gaps to offer international energy management and audits services for businesses and industries
- Assess and recommend required facilities, equipment, and software to support or enhance TIRDO functions in offerings of energy management and audits services.
- Organize and implement house training for TIRDO personnel to increase their knowledge and skills in applying international practices for energy management and audits
- Organize and implement in-house training for TIRDO personnel to gain access in using various methodologies, processes and tools or equipment used for conducting energy management and audits
- Designing and implementing pilot studies for conducting energy management and audits reflecting the international practices

Period of Assignment/Services: 100 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 **Monday 21 Nov 2022 at 10:00 hrs. (Local time)**;

IMPORTANT NOTE: The reference of the IC Procurement Notice No. **IC/TZA/2022/UNDP-018** ("Dar es Salaam 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-018** ("Individual International consultancy - Capacity Building for Energy Management Assessment for Large Energy Consumers") in all inquiries;

1. BACKGROUND

The Ministry of Energy is currently implementing Tanzania's 1st Energy Efficiency Action Plan, with the support from UNDP and the 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 dedicated to assisting the Government to prepare a comprehensive updated Energy Efficiency Action Plan, which will be integrated with the Tanzania Energy Efficiency Strategy (TEES) 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 plays a key role in contributing to the economic and social development of the country.

Action 5 calls for the Development and implementation of a framework for the management of large energy consumers. Large Energy Consumers are businesses or facilities that are consuming energy above a certain threshold level at a given time. Meanwhile, large energy consumers use a significant share of energy, their impacts are immediate and costly. On the other hand, costly energy compromises the competitiveness of businesses. Therefore, it is in Government's interests to ensure rational energy uses by tracking energy consumption and instituting legislative requirements for energy management, audit, and reporting.....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:

The consultant should possess a minimum of a master's degree in Electrical / Mechanical / Process Engineering or a related field.

Experience:

- Demonstrated understanding of electrical systems, industrial processes, material flow
- At least 10 years of international experience in implementing energy management systems in industries, utilities, and large buildings with 5 years of hands-on energy auditing; experience in conducting awareness and capacity building in energy management.
- Demonstrated practical knowledge and experience in the Fundamentals of Industrial Energy Audits and Energy Management Systems
- Demonstrated practical knowledge and experience in Energy Savings Performance Contracting and Energy Savings Measurement & Verification
- Demonstrated practical knowledge and experience in Building Automation Systems, Process Automation Systems & Energy Management and Control Systems
- Being a certified energy manager and auditor by a recognized international organization is a must.
- Experiences in the energy performance certification process for buildings

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 (USD)
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>
• Relevant academic education and training	10.00	
• Being a CEM and CEA by AEE	10.00	
• Experience in conducting CEM and CEA training for at least 10 years in Africa	20.00	
• Experience in facilitating energy performance certification for buildings for at least 5 years in Africa	20.00	
• Experiences in developing practical guidance for EPC in buildings	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

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Sergio Valdini

Deputy Resident Representative