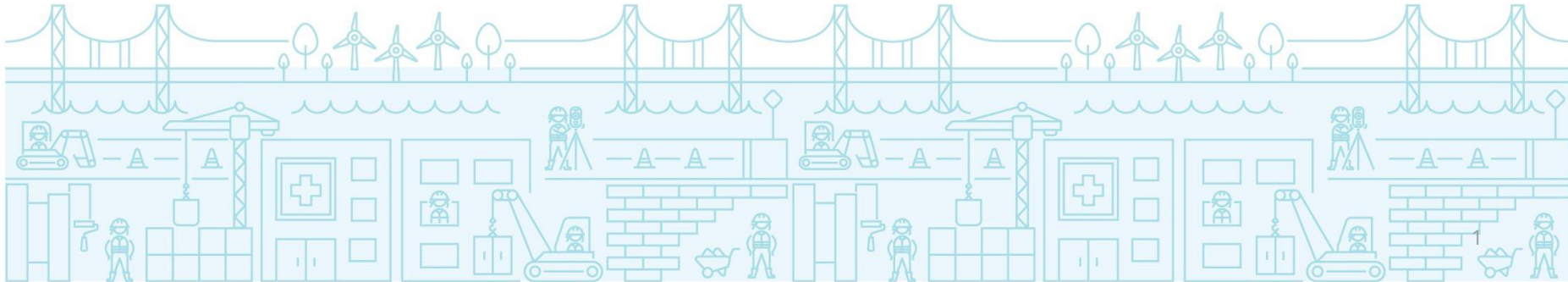




RFP - Establishment of Long Term Agreement for Consultancy Services on Energy Transition



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PROJECT DETAIL



Introduction of ETP



ETP Partners with governments, private sector and civil society to move to low carbon energy systems in SEA.

- ❖ **Encouraging** policy makers to promote the right investment environment, legal and regulatory frameworks that support rather than impede energy transition
- ❖ **De-risking** of finance and investments for businesses looking to make investments into clean energy; and
- ❖ **Expanding** grids to facilitate safely and surely variable renewable energy to consumption
- ❖ **Knowledge** to empower governments, private sector and civil society to underscore a demand for rapid transformation.

Energy Transition Partnership (ETP):

A unique platform of government donors, philanthropies and partner governments that supports policies, de-risking of renewable energy projects and energy efficiency, and sustainable infrastructure for energy transition.

Project Background

- ❖ ETP has significantly grown these past few years, with several new technical assistance projects signed recently. In support of this growing operations need, UNOPS is seeking to establish Long Term Agreements (LTAs) with multi-disciplinary consultancy firms for the provision of technical and strategic sustainable energy support services to cover mainly the Philippines, Vietnam, and Indonesia where ETP operates.
- ❖ The nature of ETP works requires ETP to respond quickly to support its projects and to successfully deliver, it needs to partner with companies that have the high technical expertise as well as familiarity with situations in countries where ETP operates. The establishment of the Long Term Agreements is expected to facilitate this.

Key Objectives

1. Support ETP in providing technical, social, economic, and/or political analysis in order to expedite the energy transition across Southeast Asia.
2. Establish long-term partnerships with key service providers who understand UNOPS values and requirements
3. Provide a wide range of services to suit different contexts and service needs, both technically, and geographically, and covering a range of market conditions across the countries within which ETP operates, principally Indonesia, Vietnam and the Philippines, including access to local knowledge and/or on-site support.
4. Provide rapid access to technical expertise when needed and thereby providing responsive services to our development partners.

Key Objectives (Cont'd)

5. Increase access to quality skills, experience, and knowledge of the wide-reaching skills needed in supporting beneficiaries in expediting the energy transition and such enabling environments in which ETP operates in the Asia region.
6. Develop and implement a comprehensive strategy for energy transition services.
7. Provide technical and operational support to local stakeholders
8. Facilitate the development of renewable energy projects.
9. Support the implementation of energy efficiency initiatives.
10. Assist in the development of energy markets and regulatory frameworks

Long Term Agreement Concept

- Long term agreement is a framework agreement that UNOPS signs with one or more service providers, usually valid for a maximum 5 years.
- LTAs are established to simplify processes for regularly purchased requirements.
- There is no minimum volume agreed by establishing the LTA, but it is in the interest of UNOPS to utilize an LTA when the requirements are needed, especially for time-sensitive requirements
- Whenever there is a need for a specific requirement, UNOPS will contact the LTA holders and depending on the LTA set up, might conduct a secondary bidding exercise among suppliers who holds Long Term Agreement with UNOPS. For this LTA, if the transaction is above USD 50K, a secondary bidding will be done among suppliers that have an LTA with UNOPS for the specific lot / geographical location. For transactions below USD 50K, the secondary bidding is optional

Types of Services

- ❖ Analysis and/or Design of Policy, Legal and Regulatory Frameworks
- ❖ Develop Roadmaps for Low Carbon and Net Zero Pathways
- ❖ Technical Review and Advisory Services
- ❖ Pre-Feasibility and Feasibility Studies and Assessments

To be considered eligible for this tender, bidder should be able to provide a minimum of 2 out of the 4 types of services above

Geographic Coverage

The locations of the coverage of this LTA are the following:

1. Indonesia (Lot 1)
2. The Philippines (Lot 2)
3. Vietnam (Lot 3)
4. ASEAN countries (Lot 4); must have experience in a minimum 3 ASEAN countries in order to be eligible under this lot

UNOPS intends to appoint a selection of LTAs which will include firms that have multi-country representation and also local firms that could provide some of the requested services in specific countries. Each service provider should be able to provide service in at least 1 lot listed above and is encouraged to identify as many lots as possible that it has capacity/willingness to provide the service in the countries listed in this Terms of Reference.

Personnel Requirements

Disciplines

Bidders must offer at least 3 disciplines from the following resources in at least 2 experience levels

(level 1 and level 2):

1. Legal Expert (energy)
2. Energy Market Specialist
3. Energy Policy Expert
4. Energy Efficiency Expert
5. Electrical Engineer
6. Data modeler (energy)
7. Data analyst (energy)
8. Energy Sector Forecasting Expert
9. Political Economist
10. Smart grids engineer
11. Information Systems Developer
12. Environmental Engineer/or specialist
13. Solar photovoltaic Energy Engineer
14. Wind energy engineer
15. Social & Sustainability Specialist
16. Sustainable/Climate Finance Specialist
17. Economist
18. Energy Regulatory Specialist
19. Energy efficiency expert
20. Regulatory Expert
21. Climate Change Policy Expert
22. Climate Mitigation Expert
23. Carbon Market Expert
24. Gender Equality and Social Inclusion Specialist

The financial evaluation will be based on the average price for positions which are offered in both Level 1 and Level 2 experts, in a minimum of 3 disciplines. Any other experts suggested will not be included in the financial evaluation.

Personnel Requirements

Experience Level

Experience Level 1 is a qualified person in the particular discipline with a minimum qualification of a Bachelor's degree in the area of technical specialty for the skill listed, with experience ranging from 1 to 7 years.

Experience Level 2 is a qualified person in the particular discipline with a minimum qualification of a Bachelor's degree in the area of technical specialty for the skill listed, with experience ranging from 8 to 15 years. A Masters degree is also preferred.

Experience Level 3 is a qualified person in the particular discipline with a minimum qualification of a Bachelor's degree in the area of technical specialty for the skill listed, with experience greater than 15 years. Experts at this level will serve as leaders in their discipline and must possess a professional license/certification in their relevant discipline.

Bidders should offer as many disciplines as possible, and at least 3 of them should be offered in 2 experience levels (Level 1 and Level 2).

General Reporting & Coordination

- An annual report shall be submitted by the bidder, within the last month of the year. Coordination meetings (by Video conferencing) may be requested to discuss issues, opportunities, and lessons learned as required.
- Reporting and coordination for specific engagements will be agreed and outlined in the Call Off Order.

Engaging through Call Off Orders under the LTA

The following describes the basic process flow for engaging services:

1. A request made by the UNOPS requesting unit to the Consultancy Firm Focal point for interest and availability in a potential opportunity to provide services .
2. A Project Proposal may be developed to outline the details of the scope of services
3. If the proposal is accepted by UNOPS (in case of no secondary bidding) or if the bidders' proposal wins the secondary bidding exercise, UNOPS will issue a Purchase Order to formalize the engagement. The purchase order will be approved by UNOPS Procurement Authority, and must be signed by the Consultancy Firm's LTA Signatory
4. Upon acceptance and signing of the PO, the services and deliverables outlined therein will be provided to the agreed quality and within the agreed timescale.
5. The Consultancy Firm shall have an internal quality control/assurance system on the services provided. UNOPS reserves the right to spot check the deliverables received to verify the quality of the services. If necessary, the quality assurance process of the Bidder may be augmented to meet UNOPS requirements.

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EVALUATION CRITERIA

Selection Criteria

1. Eligibility and Formal Criteria (Pass/Fail)
2. Qualification Criteria (Pass/Fail)
3. Technical Criteria (Numeric Score)
4. Financial Criteria (Numeric Score)

1. Eligibility and Formal Criteria

- 1) Offeror is eligible as defined in Instructions to Offerors, Article 4. In case of Joint Ventures (JV), all JV members should fulfill this requirement.
- 2) Completeness of the Proposal. All documents and technical documentation requested in Instructions to Offerors, Article 10 have been provided and are complete.
- 3) Offeror accepts UNOPS General Conditions of Contract as specified in Section IV.

2. Qualification Criteria

1. The organization should have a minimum of 3 years of continuous experience in delivering similar projects in the past with a track-record of success. In case of a JV, the experience is calculated from the cumulative experience of the JV members
2. Financial Capability - The offeror has an annual turnover of minimum USD 150,000 in any one of the last [two (2)] years.

3. Technical Criteria

Section number/description		Points Obtainable
1	Offeror's qualification, capacity and expertise	30
2	Proposed Methodology, Approach and Implementation Plan	20
3	Key Personnel proposed and Gender Parity	30
Total Technical Proposal Points		80

- The maximum number of points that a bidder may obtain for the Technical proposal is **80**.
- To be technically compliant, Bidders must obtain **a minimum of 56 points**
- ***Minimum pass score: 70% of maximum 80 points = 56 points***

3. Technical Criteria

Part 1: Offeror's Qualification, Capacity and Expertise		30 points
1.1	Technical capacity, expertise and experience for requested Service Types Provide introduction to Consulting Firm's expertise and experience in delivering the services listed in the Schedule of Requirements	10 points
1.2	Understanding of local context	15 points
1.3	Management structure and management controls	5 points

3. Technical Criteria (cont.)

Part 2: Proposed Methodology, Approach and Implementation Plan		20 points
2.1	<p>Bidder shall provide a detailed method statement (Max 10 pages, max 10 marks) which:</p> <ol style="list-style-type: none">1. Describes clearly how it proposes to deliver the proposed services in a professional and technically competent manner, including review and assessment of the necessary deliverables.	10 points
2.2	<p>The bidder shall include a detailed discussion of the standard quality management methodology used by the firm to ensure services provided to UNOPS will maintain consistently high levels of technical accuracy and be appropriate for the context. This section must include a plan detailing how the bidder intends to ensure oversight and quality assurance throughout the assignment (5 marks). Quality Assurance plan should include the bidder's approach to risk assessment, mitigation, and management (5 marks)</p>	10 points

3. Technical Criteria (cont.)

Part 3: Team Composition and Gender Parity		30 points
3.1	<p>Capacity and Experience of Team Proposed Bidders should offer as many disciplines as possible, and at least 3 of them should be offered in at least level 1 and level 2 experience levels.</p> <p>Bidders must include CVs of the resources as outlined above. Different disciplines might be covered by the same person, provided that the person has the relevant experience and qualification as outlined in the CV and aligns with the Terms of Reference.</p> <p>Breakdown:</p> <ul style="list-style-type: none">● Relevance of personnel's education (6)● Relevance of personnel's past experience (6)● Relevance of the team proposed with service and sector offered (6)● Team's experience in countries where services are offered by bidder (6)	24 points

3. Technical Criteria (cont.)

Part 3: Team Composition and Gender Parity		30 points
3.2	The contractor must ensure gender-balance, having at least 25% of the proposed personnel consisting of women	2 points
3.3	Bidders must provide a practical plan for gender equality and social inclusion mainstreaming throughout the execution into the services and projects supported under the LTA	2 points
3.4	Bidder must submit a sustainability plan to include energy reduction, as well as other relevant approaches to sustainability practice within their organization	2 points
Total Technical Proposal Points		80 points

3. Technical Criteria (cont.)

- The maximum number of points that a bidder may obtain for the Technical proposal is **80**.
- To be technically compliant, Bidders must obtain **a minimum of 56 points**
- ***Minimum pass score: 70% of maximum 80 points = 56 points***

4. Financial Criteria

The maximum number of points that a bidder may obtain for the Financial Proposal is **20**. The maximum number of points will be allocated to the lowest evaluated price bid. All other prices will receive points in reverse proportion according to the following formula:

Points for the
Financial Proposal
of a bid being
evaluated

$$= \frac{[\text{Maximum number of points for the Financial Proposal}] \times \{\text{Lowest price}\}}{[\text{Price of proposal being evaluated}]}$$

Financial proposals will be evaluated following completion of the technical evaluation.

The bidder with the lowest evaluated cost will be awarded (20) points. Financial proposals from other bidders will receive prorated points based on the relationship of the bidder's prices to that of the lowest evaluated cost.

Cumulative Analysis

- 1) To select the contractor, a combination of **total Technical + total Financial Score** will be used
- 2) The weight of technical : financial offer is **80:20**
- 3) UNOPS intends to sign Long Term Agreements with a maximum **5 firms per lot**.
Hence, following this process, UNOPS intends to sign Long Term Agreements with a total of 20

Procurement Timeline





Q&A



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