

INVITATION FOR EXPRESSION OF INTEREST

Country:	Georgia
Sector:	Municipal and environmental infrastructure
Project title:	Specialized Project Implementation Support to the Municipal Development Fund of Georgia
Contract type:	Consulting services
Issue date:	15th December 2017
Closing Date:	20th January 2018, 12:00 (Finnish time)

Project/Assignment Description: During 2017 NEFCO developed a MEUR 4,7 investment project within the public/municipal sector in Georgia with the purpose to implement energy efficiency improvements in public buildings for approximately 70.000 m2.

A large part of the preparatory work in the respect was financed by a Trust Fund at NEFCO from DANIDA.

E5P has in December 2017 approved the project for partial grant financing. The Eastern Europe Energy Efficiency and Environment Partnership, or E5P, is a multi-donor fund to encourage municipal investments in energy efficiency and environmental projects in the Eastern Partnership region (www.E5P.eu)

The investment project will be implemented during 2018 and 2019 and NEFCO is expecting to contract a qualified Consultant to carry out a specialized PIU support function to work together with the Municipal Development Fund of Georgia (MDF). MDF was established in 1997 and is cooperating with all large investment banks and financial institutions operating in Georgia.

The scope of work will include, but is not limited to, the below main assignments and responsibilities:

- Support in capacity building of PIU, especially related to energy efficiency driven building renovation and the introduction of renewables and sources of alternative energy supply.
- Support in project implementation;
- Guidance in design and preparation of technical specifications / tender documents;
- Various Procurement support in accordance with NEFCO's Procurement Guidelines and practices
- Support in ensuring compliance with Finance Documents and other agreements;
- Support in contract administration and works supervision;
- Arrangement of timely disbursement under the contracts, and
- Establishing a function for collecting of post-project energy consumption data and summarizing lessons learned and outlining institutional obstacles for present and future implementation efforts.

Shortlisted consultants will receive fully developed Terms of Reference (ToR) and a Request for Proposals (RfP) with instructions. From receiving ToR, at least three (3) weeks will be given to the consultants to submit a proposal.

Assignment Start Date and Duration: The Request of proposal is expected to be issued in February 2018, the Assignment is expected to start in early April 2018 and has an estimated overall duration of 18 - 24 months.

Cost Estimate for the Assignment: A total maximum budget of approximate EUR 420.000 (exclusive of VAT) is expected to be allocated for the assignment.

Funding: The consultant's selection and contracting will be subject to availability of funding. Funds may be allocated from the Danish Project Support Trust Fund for the Energy Efficiency Demonstration projects (Development Engagement 2). Funds are provided by The Ministry of Foreign Affairs of Denmark and administered by NEFCO.

Eligibility: There are no eligibility restrictions.

Consultant Profile: The consultant will be a firm or consortium of firms with extensive local or regional experience in Project Implementation Unit Support and introduction of energy efficiency measures in public buildings.

Based on the fields of expertise and the tasks mentioned above, it is envisioned that the team of the Consultant should consist of at least the following expatriate and local experts:

- Team Leader
- Procurement / Contract management Specialist
- Financial and disbursement specialist
- Specialist in Energy Efficiency / Civil Engineer
- Specialist in integrating renewables and alternative heating sources at building level renovation projects

All key experts should have at least 7 years of experience in energy efficiency sector, as well as prior experience with implementation support of infrastructure projects funded by IFIs. It is further expected that all proposed experts have excellent written and communication skills in English, fluency in Georgian will be considered advantageous.

Submission Requirements: Interested consultants are invited to submit their Expression of Interest (Eoi). In order to determine the capability and experience of Consultants seeking to be selected for this Assignment, the information submitted should include the following:

1. Company/group of firms' profile, organisation and staffing, including the presentation of the proposed expert team for the assignment.
2. Details of previous project experience or similar assignments particularly undertaken in the previous five years, including information on contract value, contracting entity/client, project location/country, duration (months and years), expert months provided (if different from duration), main activities and objectives.
3. CVs of key experts who could carry out the Assignment detailing education, language skills, qualifications, experience in similar assignments, particularly assignments undertaken in the previous five years, including information on contracting entity/client, project location/country, duration (months and years, from - to), expert months provided, assignment budget, main activities and accomplishments.

The above information should **not exceed 30 pages including** CVs and any supplementary information.

The complete Expression of Interest (including CVs) should be submitted in English electronically through email (procurement@nefco.fi with copy to bo.nyhus@nefco.fi), to reach NEFCO not later than the closing date/time. The Expression of Interest shall be one (1) file (pdf) not exceeding 5MB in size. NEFCO reserves the right to reject applications of firms submitting more than one file.

The short list (expected 3 to 6) of qualified and experienced firms will be prepared from responses to this notification. The short-listed Consultants will be asked to submit technical and financial proposals, from which the highest-ranked Consultant will be selected.

NEFCO Contact Person:

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NEFCO is an international financial institution established by the five Nordic countries. It finances investments and projects primarily in Russia, Ukraine, Belarus and Georgia as well as climate projects across the world. To date, NEFCO has a number of municipal infrastructure energy efficiency projects in Russia and Ukraine. Projects in public buildings are prioritized as their implementation often results in significant energy efficiency and environmental improvements, as well as they bring social benefits.