

## INVITATION FOR EXPRESSION OF INTEREST

<b>Country:</b>	Ukraine
<b>Sector:</b>	Energy efficiency in public buildings
<b>Project title:</b>	Feasibility Study and Project Implementation Unit (PIU) Support for Energy Efficiency Improvements in Public Buildings in the city of Rivne, Ukraine
<b>Contract type:</b>	Consulting services
<b>Issue date:</b>	16 January 2019
<b>Closing Date:</b>	16 February 2019, 12:00 hrs Finnish time

**Project Description:** The proposed Investment Programme for energy efficiency in public buildings in the city of Rivne shall result in energy savings and reduce the city's burden of fuel and electricity costs. Moreover, NEFCO's principal requirement for significant environmental benefits in terms of reduced GHG emissions shall be met.

The main objective of this Assignment is to develop a comprehensive Feasibility Study (FS), which shall be presented to the City and NEFCO. The FS shall enable NEFCO and other donors to appraise and structure a bankable Priority Investment Programme for energy efficiency measures in public buildings, as well as to justify their financial involvement. The FS shall ensure consideration of social and sustainability aspects. In addition, the Assignment is expected to increase the capacity of the City to undertake and maintain energy efficiency improvements in a systematic way.

During the implementation of the Assignment, the Consultant is expected to have regular contact with the City representatives designated to work with the Consultant and anticipated to work in the Project Implementation Unit (PIU) which is to be established within the City for the implementation of the projects elaborated in the FS.

**Assignment Description:** NEFCO wishes to engage a suitably qualified consulting company (the "Consultant") to conduct an assignment in two phases, a comprehensive Feasibility Study (phase I) and support to the Project Implementation Unit (PIU) in the city of Rivne (phase II), Ukraine, supporting energy efficiency improvements in public buildings.

The overall objective of the assignment is to facilitate the timely and effective implementation of the Project by:

- 1) **Phase I.** The city and NEFCO have identified a list of appr. 30 public buildings characterized by high-energy usage and prioritized by the City for performing energy efficiency improvements. The FS shall comprise analysis of technical, institutional, environmental, economic and financial issues related to the long-list of buildings, with the aim to prioritise measures for preparation of a short-list of the most

prioritized measures and buildings for inclusion in the Priority Investment Program. To this end, the Scope of the Assignment consists of the following tasks:

- Task 1. Socio-economic context
- Task 2. Verifying and approving the list of buildings that are proposed for inclusion in the investment programme
- Task 3. Identification/Assessment of energy efficiency measures and their potential for implementation in the buildings in the long-list of buildings
- Task 4. Definition of a Priority Investment Programme (PIP)
- Task 5. Financial Projections and Implications for the City's Budget
- Task 6. Environmental and Social assessment
- Task 7. Strategies for PIP Implementation and Procurement
- Task 8. Documentation Package for the PIP Implementation
- Task 9. Energy Management

In addition to preparation of the FS, the scope of work to be performed by the Consultant shall include information activities and stakeholders' coordination. Thus, to meet the expressed requests on transfer of skills and capacity building, the Consultant shall provide training and work in close contact with the designated staff of the City expected to be part of the PIU in the future project implementation.

- 2) **Phase II.** Provide support for the Project Implementation Unit (PIU) for the implementation of the project (subject to the realization and funding of the project):
- Supporting the PIU in capacity building for project development, implementation and documenting all PIU operating procedures and systems
  - Assisting the PIU with project preparation, including the drafting and updating of the Project Implementation Plan (PIP) inclusive of project budget, procurement plan (Design and Build) and project risk matrix
  - Assisting the PIU with design review and finalisation, drafting the technical specifications and Employer's Requirements for the tender documents, as appropriate. Advising the PIU on best industry practices and innovations for use in the design solutions
  - Supporting the PIU in the preparation and carrying out the procurement of goods, works and services
  - Supporting the PIU with contract administration and performing the supervision of works
  - Assisting the PIU in communication with NEFCO
  - Regular reporting to the project stakeholders on project progress, including on particular risks of project delays and/or cost overruns, and providing recommendations on possible remedial measures to be undertaken.

**Assignment Start Date and Duration:** The Assignment is expected to start in March 2019 and has an estimated duration of 4 months for the Feasibility Study and 18 months for PIU support (subject to realization of the project).

**Cost Estimate for the Assignment:** Maximum of 390,000 Euro (exclusive of VAT), divided into 140,000 Euro for the Feasibility study and 250,000 Euro for PIU support.

**Funding:** The Consultant's selection and contracting will be subject to availability of funding.

**Eligibility:** There are no eligibility restrictions.

**Consultant Profile:** The Consultant will be a firm or consortium of firms with extensive experience in energy efficiency projects and of working on project implementation support assignments in the region and in working with International Financial Institutions (IFIs). It is envisaged that the following expertise will be needed for the purposes of this assignment:

- Prior experience in project implementation support, procurement and works supervision within energy efficiency sector, similar assignments in Ukraine financed by IFIs.
- Technical specialists and engineers in energy efficiency in public buildings, including in designing the respective works.
- Financial analysts with experience in cash flow and disbursement management at respective clients in Ukraine.
- Procurement and contract management specialists.

The firm's ability to engage competent local experts will be considered an advantage.

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

- Team Leader
- Local Project Manager
- Specialists in Procurement and Contracting
- Specialists and engineers in Energy Efficiency in Public Buildings
- Environmental/Social Expert
- Financial Specialists.

All experts are expected to have at least 10 years of experience in relevant fields, as well as prior experience with implementation support of infrastructure projects funded by IFIs. It is further expected that all proposed international experts have excellent written and communication skills in English. Fluency in Ukrainian or Russian will be considered an advantage. For local experts English communication skills is highly desirable and in its absence the overall communication skills of the team will be evaluated.

**Submission Requirements:** Interested consultants are invited to submit an expression of interest. 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 in particular 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, objectives.
3. CVs of key experts who would carry out the Assignment detailing education, language skills, qualifications, experience in similar assignments, in particular 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, accomplishments.

The above information should not exceed 10 pages excluding CVs. Each CV not exceeding 4 pages focusing on specifically relevant experience.

The complete expression of interest (including CVs) should be submitted in English electronically through email ([procurement@nefco.fi](mailto:procurement@nefco.fi) with copy to [ulf.bojo@nefco.fi](mailto:ulf.bojo@nefco.fi)), to reach NEFCO not later than the closing date/time. The expression of interest shall be one file (pdf) not exceeding 5MB in size. NEFCO reserves the right to reject applications of firms submitting more than one file.

NEFCO Contact Person:

Ulf Bojo

Nordic Environment Finance

Corporation Fabianinkatu 34

FI-00100 – Helsinki, Finland

e-mail: [ulf.bojo@nefco.fi](mailto:ulf.bojo@nefco.fi)

Notes:

1. A short list of three to six qualified and experienced consulting firms will be made from responses to this notification. The short-listed consultants will be invited to submit technical and financial proposals, from which the highest-ranked consultant will be selected.