

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

The People's Republic of Bangladesh

Promoting private sector investment through large scale adoption of energy saving technologies and equipment for Textile and Readymade Garment (RMG) sectors of Bangladesh

Assignment Title: Strengthen Regulatory and Institutional Framework at the National Level to Overcome the Operational Constraints Related to Implementing EE&C in the Country

Reference No.: S-01 UNDER GCF

The Infrastructure Development Company Limited has received financing from the Green Climate Fund (GCF) toward the cost of the 'Promoting private sector investment through large scale adoption of energy saving technologies and equipment for Textile and Readymade Garment (RMG) sectors of Bangladesh', and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include activities to address the policy level issues for creation of enabling environment for energy efficiency financing of the country. It will target to strengthen regulatory & institutional framework at the national level to overcome the operational constraints related to implementing EE&C in the country. Sustainable and Renewable Energy Development Authority (SREDA) under Ministry of Power, Energy & Mineral Resources, GoB, will be the implementing partner of this component.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: <http://idcol.org/home/notice>.

The Infrastructure Development Company Limited now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are: Years of general experience, Financial Capacity, Similar experience, Team composition and organizational capacity.

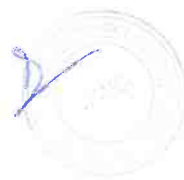
Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Fixed Budget Selection method set out in the Public Procurement Rules 2008 of Government of Bangladesh.

Further information can be obtained at the address below during office hours: 1100 to 1700 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by 14 July 2022.

Infrastructure Development Company Limited (IDCOL)
Attn: Mr. Sajjad Bin Siddique, Manager, Procurement
UTC Building, 16th Floor, 8 Panthapath,
Kawran Bazar, Dhaka-1215, Bangladesh
Tel: 9102171-8 (Ext. 143)
E-mail: sajjad@idcol.org



Terms of Reference (ToR) for selection of consulting firm for execution of Technical Assistance (TA) activity to strengthen regulatory and institutional framework at the national level to overcome the operational constraints related to implementing EE&C in the country for the programme, “Promoting private sector investment through large-scale adoption of energy saving technologies and equipment for Textile and Readymade Garment (RMG) sectors of Bangladesh.”

A. BACKGROUND

Infrastructure Development Company Limited (IDCOL) was established on 14 May 1997 by the Government of Bangladesh. The Company was licensed by the Bangladesh Bank as a non-bank financial institution (NBFIs) on 5 January 1998. Since its inception, IDCOL has been engaged in renewable energy and infrastructure sector development of the country with support from its development partners such as World Bank, ADB, JICA, IDB, KfW, GIZ, USAID & GCF etc.

Financing energy efficient projects is a recent initiative of IDCOL. Under this, IDCOL has already undertaken nationwide Improved Cook Stove (ICS) and Energy Efficient Brick Kiln programs. In addition, energy efficient boilers & industrial machineries and manufacturing of energy efficient components and appliances are within the focus areas of IDCOL.

Energy efficiency is widely recognized as the most fundamental short-run imperative for rapid, ambitious and cost-effective climate change mitigation. As a matter of fact, improved efficiency is the most cost-effective, least-polluting and readily-available energy source. It can help enhance the competitiveness of economies while also alleviating energy poverty with more available energy for the same levels of input. Energy productivity gains will lower the cost for the economy as a whole, enhance the supply security and reduce the need to develop new sources of energy supply to serve those without access to modern energy services for health and education enhancement. Accelerated energy efficiency can also create attractive green jobs and businesses.

GCF Board in its meeting on 10 November 2020 approved the funding proposal titled “Promoting private sector investment through large-scale adoption of energy-saving technologies and equipment for textile and readymade garments sectors of Bangladesh”. IDCOL has been approved GCF financing to promote and implement private sector investments in energy efficient technologies & equipment for textile and RMG sectors in Bangladesh. This programme aims to support entrepreneurs and business establishments in the textile and RMG sectors, one of the largest industries of the country, with financial and market resources to avail investment opportunities for energy saving technology upgrades. IDCOL will be the DAE (Direct Access Entity), arranging concessional loans from Green Climate Fund (GCF) to finance textile and RMG businesses in Bangladesh to adopt energy efficient appliances.

The programme is designed to optimize the use of funding available in terms of leverage and sustainability, investing concessional resources optimally to enable adequate financing and creating market instruments to manage risks among market actors. In order to access financing from the programme, the end borrowers will always be required to take on risk via minimal capital requirements.

The approved programme comprises of five interrelated components as follows:

- Component 1: USD 100 million credit for financing energy saving equipment and technology for Textile sector
- Component 2: USD 3.05 million GCF Technical Assistance (TA) to develop enabling environment for EE investment in textile sector
- Component 3: USD 150 million credit for financing energy saving equipment and technology for RMG sector
- Component 4: USD 2.30 million GCF Technical Assistance (TA) to develop enabling environment for EE investment in RMG sector
- Component 5: USD 1.15 million GCF Technical Assistance (TA) to strengthen regulatory and institutional framework at the national level to overcome the operational constraints related to implementing EE&C in the country



Presently, IDCOL will engage consulting firm for execution of Component 5 (Technical Assistance-SREDA). The details of the related components are as follows:

Component 5: USD 1.15 million GCF Technical Assistance (TA) to strengthen regulatory & institutional framework at the national level to overcome the operational constraints related to implementing EE&C in the country

This component will address the policy level issues for creation of enabling environment for energy efficiency financing of the country. It will target to strengthen regulatory & institutional framework at the national level to overcome the operational constraints related to implementing EE&C in the country. Sustainable and Renewable Energy Development Authority (SREDA) under Ministry of Power, Energy & Mineral Resources, GoB, will be the implementing partner of this component.

IDCOL requires the service of an international consultancy firm under Component 5, to assist in strengthening the regulatory & institutional framework at the national level to overcome the operational constraints related to implementing EE & C in the country. Local consultants can be subcontracted by international consultancy firm if found to be necessary.

The procured firm will be responsible to conduct activities detailed out in the subsequent sections of this Terms of Reference. Support will be commensurate to the funding proposal being implemented, and to the activities outlined in the approved proposal.

B. OBJECTIVES OF THE CONSULTANT'S SERVICES

The overall purpose of the consultancy is to ensure proper execution of Component 5: USD 1.15 million GCF Technical Assistance (TA) to strengthen regulatory & institutional framework at the national level to overcome the operational constraints related to implementing EE&C in the country as per GCF approved timeline and other terms and conditions.

Key objectives under the TA will be to (5.1) develop relevant policies, strategies & plans addressing energy efficiency and (5.2) strengthen capacity of relevant national institutions to overcome their existing operational barriers related to implementing EE&C projects (5.3) to provide advisory support to SREDA in proper execution of the TA components

Sustainable Renewable Energy Development Authority (SREDA) under Ministry of Power, Energy & Mineral Resources, will be the nodal Executing Entity for the proposed activities under this component. SREDA was established by Bangladesh Parliament in May 2012 as a national nodal organization for promoting demand-side energy efficiency and conservation in the country.

Since SREDA will be the Implementing Partner for delivering this component, IDCOL will sign a separate sub-agreement with SREDA. IDCOL will engage the required consultant/consultant firm under its own procurement policy in consultation with and engagement of SREDA. SREDA, as the Implementing Partner will carry out specific activities with the support of consulting firm.

The consulting firm is expected to suggest the impact and performance indicators for the programme to ensure developing a wholesome regulatory and institutional framework at the policy level in order to alleviate the barriers hindering smooth implementation of EE & C in the country. All problems associated with the proposed activities will have to be identified and alternative solutions will have to be appraised, which will aid in implementation and sustainability of the programme.

The services will be provided by an international consulting firm, procured under the procurement policy of IDCOL.

C. SCOPE OF WORK OF THE CONSULTANTS

Under component 5 of the programme, several activities are included which fall under two broad outputs. The detailed scope of activities, not limited to the followings, to be carried out by the consulting firm:

Output 1: Development of relevant policies, strategies & plans addressing energy efficiency. Following are the activities under output 1:

- 1.1: Review of existing national policies, strategies & plans regarding Energy Efficiency
- 1.2 Identify any policy gap & develop mechanism to address such gaps & stock taking of baseline
- 1.3 Development of relevant policies, strategies guidelines, roadmap & plans following necessary surveys with regular consultation with SREDA
- 1.4 Implementation of the policies, strategies & plans developed under Activity 5.1.3

Output 2: Strengthening capacity of relevant national institutions to overcome their existing operational barriers related to implementing EE&C projects. Following are the activities under output 2:

- Activity 2.1 Assessment of detail capacity development requirement at policy level in consultation with SREDA and relevant stakeholders
- Activity 2.2: Develop training manuals based on the world best practices focusing on performance measurement, EE standards & labelling, energy management & audit, transport, green building and financial support mechanism for implementation of energy efficiency projects; (prospective business model with feasible payback and IRR)
- Activity 2.3: Organize 03 training of the trainers (ToT) for Government officials for institutionalization of the training manual
- Activity 2.4: Organize 10 training session for the policy makers and relevant government official by the trained trainers. National relevant officials mean officials from different government offices related to environment, power, energy, energy efficiency .etc.
- Activity 2.5: Organizing 02 workshops to disseminate outcome of the programme to policy makers and EE practitioners and also the learning from implementing energy efficiency in textile and garments sector (financing scenario, business case and economic benefits, women involvement and role of government for long-term sustainability) to ensure institutional capitalization of knowledge.
- Activity 2.6: Mass awareness for energy efficiency through other disseminating tools like media coverage, bill board. etc.

Output 3: Engagement of required manpower

- Activity 3.1 Engagement of two (2) full time consultants to support SREDA at their office premise to successfully carry out the activities on Energy Efficiency and Conservation activities related assignments by EE&C wing under TA

Please note detail activities will be communicated to the selected firm during the contract phase.



D. TIMELINE OF WORK

The consulting firm has to complete the work defined in the scope within a period of 4 years from the date of signing of contract. Specific timeframe for conducting each activity will be communicated to the selected firm.

E. EXPECTED KEY DELIVERABLES

The Consultants shall submit the following reports to IDCOL, properly endorsed and concurred by SREDA, to report the implementation progress, the issues analysis, and the recommendations for the project.

Table 1. Reporting Requirements for Consulting Services

Report	Timing	Remarks
Inception Report	At commencement	Including the detailed work plan
Monthly Progress Report	Every month	Monthly update
Quarterly Progress Report	Every three month	Quarterly update
Yearly Progress Report	Every Year	Compilation of Yearly accomplishment
Final Report	End of contract	Reporting on Project Completion

Note: 5 hardcopies of each report with softcopy should be provided.

The consulting firm will have to provide specific deliverables for each activity, in timely manner, as per the GCF approved log frame and gender action plan.

F. LIST OF PROFESSIONALS

The expectation for the key experts to be engaged in the assignment can be described in the below table.

Table 2. List of Professionals

Experts	Qualification (minimum requirement)			
	Education	Professional Experience	Language (English)	Regional Experience
Team Leader / Project Manager	Bachelor in Engineering Degree with MBA	More than 10 years' experiences in consulting / project management	Proficient in writing and speaking	At least 5 experiences of energy related projects in the Region
Deputy Team Leader	Bachelor's in Engineering Degree with MBA	More than 5 years' experiences in consulting / project management	Proficient in writing and speaking	At least 3 experiences of energy related projects in the Region
EE&C Expert	Bachelor in Engineering Degree or above in related fields	More than 10 years experiences in EE&C related activities.	Proficient in writing and speaking	At least 3 experiences of energy Policy related field in the Region
Energy Audit Expert	Bachelor in Engineering Degree or above in related fields	More than 5 years' experiences in Energy Audit and EE&C related activities	Proficient in writing and speaking	At least 2 experiences of energy related field in the Region
EE&C Labeling and Standardization on Expert	Bachelor in Engineering Degree and above in related fields	More than 5 years experiences in relevant field.	Proficient in writing and speaking	At least 2 experiences of energy related field in the Region

Financial Management Expert	Master's Degree or above in related fields	More than 5 years experiences in relevant field.	Proficient in writing and speaking	At least 2 experiences of energy related field in the Region
Public Relations	Bachelor's Degree or above	More than 5 years experiences in relevant field.	Proficient in writing and speaking	At least 2 experiences of relevant area
EE&C Awareness Content development expert	Bachelor's Degree or above	More than 5 years' experiences in relevant field/Branding/copy writing etc.	Proficient in writing and speaking	At least 2 experiences of relevant area
Environmental, Social and gender Considerations	Master's Degree or above in related fields	More than 10 years experiences in relevant field.	Proficient in writing and speaking	At least 2 experiences of energy related field in the Region
EE&C Data Management Expert	Bachelor's Degree or above in CSE/ related fields	More than 5 years experiences in relevant field.	Proficient in writing and speaking	At least 2 experiences of energy related field in the Region
Technical Expert 1 (for output 3)	Bachelor's Degree in Engineering	More than 5 years experiences in relevant field.	Proficient in writing and speaking	
Technical Expert 2 (for output 3)	Bachelor's Degree in Engineering	More than 3 years' experiences in relevant field.	Proficient in writing and speaking	

G. CONTENTS OF EOI SUBMISSIONS

IDCOL now invites eligible applicants ("Firms") to express their interest in providing the Services. Interested Firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. In this regard, the interested applicants are requested to submit their Expressions of Interest (EOIs) along with the documents listed below:

- documentary evidence of incorporation of the Firm (Trade License of the year of registration and of the latest year, MOA, Incorporation certificate, Articles of Association, or Membership of professional bodies, registered Partnership deed, copy of tax payer certificate, copy of bank statement as evidence of the bank solvency)
- audit report (by CA firm) for last 03 (Three) years containing necessary disclosures including segregation of revenue sources (please submit a revenue statement certified by a chartered accountants, if necessary disclosure on revenue segregated by sources is not clearly stated in the audit report);
- annual report for the latest fiscal year, if any;
- bank solvency certificate and/or bank statements showing the amount of liquidity available;
- details of works completed in the last five (5) years including clients' names, brief description of engagements, contract period, contract value, etc. as per the chart below:

Sl No	Name of the Project/Assignment	Total Person-Month	Total Contract Value	Period (time of start and end)
1				
2				
...				

- completion certificate(s) issued by the clients articulating title, topic, duration and amount of contracts/assignments;
- Consultants may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications. If there is any joint-venture or consortium formed, the JV firms shall have to submit all the information as above;
- Content of EoI shall be printed in English language. In case of any original document(s) [certificate, statement, etc.] being in a language other than English, the applicant is required to submit a notarized copy of the document(s) translated in English.



H. ELIGIBILITY OF CONSULTING FIRM

A Consulting Firm or Joint Venture with broad and deep experience in conducting similar assignment is needed. The firms those meet the following criteria are encouraged to participate:

- Companies and firms registered with appropriate authorities;
- Have yearly minimum turnover of about USD 500,000 or equivalent;
- Have advisory income of a minimum USD 200,000 or equivalent in the last financial year;
- Have record of a minimum of ten (10) years' of general experience among which eight (08) years' experience and expertise in similar field;
- Have completed minimum 03 (two) similar assignments in last 03 (three) years of minimum 10 (ten) person months each;
- Have all the technical facilities of their own or necessary arrangements with such facilities;

The short-listing criteria are:

- a) Years of general experience
- b) Financial Capacity
- c) Similar experience
- d) Team composition, and organizational capacity

I. TERMS OF PAYMENT

- The maximum allowable budget for the entire assignment is USD 1,130,000 inclusive of all regulatory payments (duty, VAT, tax etc.). Thus IDCOL will not bear any regulatory expense during the payments.
- The budget amount of USD 1,130,000 will also include contingency amount. Maximum percentage of cost of each output will be as follows:

Table 3. Maximum allowable budget

Output	Maximum % of cost (USD)
Output 1: Development of relevant policies, strategies & plans addressing energy efficiency	54.24%
Output 2: Strengthening capacity of relevant national institutions to overcome their existing operational barriers related to implementing EE&C projects.	41.75%
Output 3: Engagement of required manpower at SREDA	4.01%
[Note: Among total budget of USD 65,317 for this activity, USD 20,000 will be co-financed in-kind from own source of SREDA. The consulting firm will be allocated for an amount of USD 45,317 for engagement of two (2) full time staffs for assisting SREDA]	
Total	1,130,000

- The payment will be made upon receiving of satisfactory deliverables under each activity as per GCF approved log frame and proper endorsement and concurrence from SREDA. The payment phases will be determined during execution of contract with the procured consulting firm.
- All the payments will be made subject to timely receiving of the fund from GCF & compliance of any other regulatory issues.

