



Ministry of Mahaweli Development & Environment
Air Resource Management & National Ozone Unit



TERMS OF REFERENCE – TOR

Short Term Consultant (STC)

Developing the Kigali Cooling Plan Strategy for Sri Lanka

Application Type:	Short Term consultancy
Job Title:	National Consultant for the Developing the Kigali Cooling Plan Strategy for Sri Lanka
Category:	Montreal Protocol, Chemicals & Climate Change Mitigation
Implementing Agency:	UNDP
Application Deadline:	20 December 2018
Duty Station:	Home Based
Languages Required:	English
Starting Date:	15 January 2019
Duration of Contract:	Seven (7) months

Background:

The Montreal Protocol on Substances that Deplete the Ozone Layer has the objective to phase-out the ozone depleting substances (ODSs) that are released to the atmosphere. Contrary to the Multilateral Environmental Agreements (MEAs) that pursue reductions in the emissions of greenhouse gases (GHG), the Montreal Protocol focuses on the elimination of the sources of these ODS: their production and consumption (imports);

Under the Montreal Protocol, the A-5 countries are eligible to receive financial support to comply with the phase-out ODS consumption by deploying a series of technical assistance and industrial conversion projects, at country level, so producing and consuming sectors can abandon the use of these substances.

Furthermore, in order to further protect the climate, in October of 2016, during the 28th Meeting of the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer held in Rwanda, more than 170 countries agreed to amend the Protocol through what was called the “Kigali Amendment”. The Kigali Agreement establishes specific targets and timetables to phase-down the production and consumption of HFCs, and carries an agreement by developed countries to help finance the transition of developing countries to climate-

friendly substances, through a global commitment that will avoid more than 80 billion metric tons of carbon dioxide equivalent emissions by 2050.¹

In addition, countries also agreed to explore opportunities to enhance the energy efficiency of the appliances and equipment to achieve additional GHGs mitigation, while also delivering additional sustainable development benefits such as better air quality, improved public health, improved energy access and energy security. It is important to note that the efforts made by countries to phase-down the HFCs can be part of their Nationally Determined Contributions (NDCs), under the Paris Agreement of the United Nations Framework Convention on Climate Change (UNFCCC).

Under this scenario, 19 philanthropies had announced a contribution of USD \$52 million to support developing nations in the transition to more energy-efficient cooling solutions through a separate funding mechanism called the Kigali Cooling Efficiency Programme (K-CEP), with the goal to “significantly increase and accelerate the climate and development benefits of the Montreal Protocol refrigerant transition by maximizing a simultaneous improvement in the energy efficiency of cooling.”²

The Government of Sri Lanka, through the United Nations Development Programme (UNDP), has received financial assistance from the K-CEP in the form of three technical assistance projects to improve energy efficiency capacities in the country and to achieve the K-CEP goals under its windows 1 and 2.

The K-CEP projects will be implemented in partnership with the Ministry of Mahaweli Development & Environment, under the National Ozone Unit, and with assistance from UNDP. The projects will assist Sri Lanka in developing policies, standards and the appropriate regulatory framework and to integrate energy efficiency interventions to the current work underway within the overall Montreal Protocol programme, by providing complementary training and capacity building in energy efficiency to Refrigeration and Air Conditioning (RAC) technicians and engineers. The project will also support in developing policies, standards and the appropriate framework to implement minimum energy performance standards (MEPS) and to develop a roadmap for accelerating market transformation in the domestic refrigerator and air-conditioning sectors, which are growing rapidly.

Therefore, These Terms of Reference (TOR) identify and specify the scope of services required for the fulfillment of the components related to the development of a National Cooling Plan under the K-CEP’s framework for Sri Lanka, and, therefore, UNDP, on behalf of the National Ozone Unit of the Ministry of Mahaweli Development & Environment of Sri Lanka, would like to engage an Individual Consultant for the fulfillment of the activities listed below.

This STC is intended for an engagement for a period of seven (7) months. Any extension is subject to satisfactory performance review, project funding situation or other factors impacting the project operating environment.

¹ Reference: <https://obamawhitehouse.archives.gov/the-press-office/2016/10/15/fact-sheet-nearly-200-countries-reach-global-deal-phase-down-potent>

² Reference: <http://www.climateworks.org/blog/kigali-cooling-efficiency-program-k-cep-exciting-new-philanthropic-initiative-makes-debut/>

Duties and Responsibilities:

The Individual Consultant will work with National Ozone Unit (NOU), reporting to the Director and in coordination with the global UNDP team working on the K-CEP programme.

The consultant should work on identifying the importance of the RAC sector in Sri Lanka, the gaps in terms of energy efficiency, mechanisms that can be used to work towards energy efficiency in the cooling sector and identifying the various policy and legislative requirements to do so. The work will be consolidated into the National Cooling Plan which must be in line with the Kigali requirements. Advisory support and assistance will be made available through the UNDP international group of experts working in this field.

Key Expected Outputs:

Data Collected and Analysed:

The consultant should gather basic information about the importance of RAC sector for Sri Lanka and assess climate protection actions. The consultant shall conduct the desk review of the HCFC Phase-out Management Plan (HPMP) and the existing regulations related to ODS and RAC sector, and energy-related data in Sri Lanka.

Electric Sector Overview in Sri Lanka: The consultant should describe the current condition of the electricity sector production and distribution in Sri Lanka and the existing national plans, regulations, targets and main consumers.

National policies and Programmes that target energy efficiency assessed: The consultant should undertake surveys and interviews to provide more information about the RAC sector in Sri Lanka and cross-cutting energy efficiency policies that drive the RAC equipment manufacturing, importing, use and disposal.

National Cooling Plan (NCP) drafted: From the data collection and analysis, the consultant shall prepare the draft report of NCP and shall present the same during the national stakeholder workshop, which will be organized by NOU. The consultant shall participate in the national stakeholder workshop to present the report and discuss the potential opportunities for achieving objective.

NCP finalized: After the national stakeholder workshop, the consultant shall incorporate comments/feedback from stakeholders to finalize the document. The final document shall be submitted through NOU to UNDP for its review and further comments before approval

Duration

The Contract will enter into effect upon signature by both parties and expected for seven (7) months of duration.

Duty Station

Home based.

Fees

The consultant will receive payment based on Deliverables.

A Best value for Money approach and technical capabilities will be used in the evaluation of the applicants.

The candidates must submit their financial offer alongside the technical offer.

1.1. Payment terms against the deliverables:

Please refer Page 6

Qualifications and Requirements:**Education**

Bachelor (or equivalent) degree in Mechanical, Electrical Engineering or related field or equal qualifications

Masters or advanced degree in relevant discipline is desirable;

General Experience:

Working experience of 5 years or more with similar assignments in environmental and/or RAC sector;

Experience in research, data collecting, assessment and/or surveys, preferably in the RAC sector.

Knowledge of Montreal Protocol related issues and its associated Policies and Agreements is desirable;

Communication Skills:

Proficiency in English is a must.

10. Application Procedures (Instructions to Applicants)

Interested individual consultants must submit the following documents:

Offer including personal and professional experiences and qualifications and brief description of why the individual considers him/herself as the most suitable for the assignment. The consultant must start the assignment as per the date specified herein.

All applicants are requested to submit a financial proposal which must be all inclusive and must be expressed on the basis of "deliverable fees" in SL Rupees for this consultancy

Failure to comply with the submission process may result in disqualifying the applications:

Payment will be made upon submission of a certificate of payment request, indicating outputs achieved and days worked to be verified and cleared for payment by the NOU.

The term ‘all inclusive’ implies that all costs (professional fees, communications, utilities, consumables, travel, insurance, etc.) that could possibly be incurred by the Contractor. and are already factored into the final amounts submitted in the proposal

Proposals to be received after the deadline will be rejected

Criteria for selection of individual consultant for award of contract:

The selection of the best offer from the shortlisted candidates will be based on qualifications and experienced combined with the price offer

Technical proposals will be evaluated based on the following criteria:

Evaluation Criteria	Max Points
	75
Education	
Masters or advanced degree in relevant discipline (desirable)	15
General experience	
Working experience of more than 5 years	10
Undertaking of similar assignments in environmental and/or RAC sector	15
Experience in research, data collection, assessments or surveys	15
Interview	
Communication skills and proficiency of English language	10
Knowledge of Montreal Protocol related issues and its associated Policies and Agreements	10
Financial Proposal	
Financial proposal	25

Contract Award

The most substantially evaluated application which is Technically and Financially sound will be selected to offer the contract and to enter into agreement with NOU.

Institutional arrangement

The Consultant will be given access to relevant information necessary for execution of the tasks under this assignment from NOU;

Payments will be made upon satisfactory delivery of outputs, certification of payment form, and acceptance and confirmation by the Regional Technical Officer of UNDP on outputs satisfactorily delivered.

Payment modality

Payments will be made upon satisfactory achieved deliverables and submission of time sheet in accordance with the deliverables and certification of payment. All payments are subject to the clearance and approval of the NOU. The contract price is fixed regardless of changes in the cost of components.

Deliverables / outputs	Duration from contract signature	Required reviews and approvals	Payment terms
Outline, detailed timeline & work plan and completion of general overview sector	1 month from contract signature	NOU - UNDP	10 percent (10%)
Surveys and Interviews on the RAC Sector	4 month after contract signature	NOU - UNDP	30 percent (30%)
First Draft of the NCP	5 month after contract signature	NOU - UNDP	30 percent (30%)
Second Draft of NCP	6 month after contract signature	NOU - UNDP	20 percent (20%)
Final document of NCP	7 month after contract signature	NOU - UNDP	10 percent (10%)