

## Call for Service: International expert in the field of Energy Efficiency

**FSM-2024-08-30**

Solidarity Fund PL in Georgia is looking for a qualified international expert in the field of Energy Efficiency in order to provide the following services:

- to conduct a cost-effectiveness analysis of optimal energy packages for all kindergartens in 10 Georgian LSGs and make recommendation to select proper LSGs in which the solutions will cover a significant number of kindergartens.
  - to develop a technical documentations for the selected EE optimal solutions in the form of a workshop, for the members of the kindergarten association and public procurement specialists in the selected LSG and present possible financial instruments to municipalities to be able to receive fundings in energy efficiency field.
  - to conduct a workshop for 20 representatives of the kindergarten's association on monitoring electricity consumption, teach them how to use (taking data and analyzing) newly installed meters (so-called smart meters), and explain the procedure of gathering savings with the energy supplier.
- The maximum value of the offer is PLN 30,000.

### **CONTRACTING PARTY:**

Solidarity Fund PL

Mysłowicka str. 4, 01-612 Warsaw, Poland

NIP : 526-226-42-92, REGON: 012345095, KRS: 0000024453

### **Service Requested:**

- a cost-effectiveness analysis of optimal energy packages for all kindergartens in 10 Georgian LSGs and make recommendation to select proper LSG;
- 1 workshop on develop a technical documentations for the selected EE optimal solutions, for the members of the kindergarten association and public procurement specialists in the selected LSG in Georgia;
- 1 workshop for 20 representatives of the kindergarten's association on monitoring electricity consumption in target LSG in Georgia;

### **1. The scope and form of the requested service:**

- The scope of the works includes:
- support for the project team to select proper LSG in which the optimal EE solutions will cover a significant number of kindergartens and will be most cost-effectiveness



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- 8 – hour practical workshop on develop a technical documentations for the selected EE optimal solutions and present possible financial instruments to municipalities to be able to receive fundings in energy efficiency field.
- 8 – hour practical workshop on monitoring electricity consumption, teach them how to use (taking data and analyzing) newly installed meters (so-called smart meters), and explain the procedure of gathering savings with the energy supplier

## **2. In addition to the elements listed above the international expert shall:**

- support for kindergarten’s association of target LSG to establish Community Solar Co-operative, which will implement regular monitoring of electricity consumption in all public kindergartens within the local government and develop a mechanism for reinvesting savings
- support project team to develop the technical documentation for procurement for the installation or set of photovoltaic installations and electricity monitoring system,
- visit to target kindergartens for data verification and buildings scanning

## **3. Duration of the assignment:**

From September 21<sup>st</sup>, 2024 until December 21<sup>st</sup>, 2024.

## **4. Place(s) of assignment:**

One of the municipalities of Georgia from the following list: *Adigeni, Tianeti, Tsalka, Dedoplistskaro, Ninotsminda, Kharagauli, Shuakhevi, Tkibuli, Chkhorotsku, Aspindza, Vani, Tsageri, Baghdati, Akhalkalaki, Lentekhi, Abasha, Ambrolauri, Khobi, Oni, Khoni.*(the municipality will be selected based on the cost-effectiveness analysis)

## **5. Conditions to be met by contractors participating in the procedure:**

Contractors may participate in the procedure if they meet the following minimum requirements, such as:

### **Professional requirements & background:**

- Has previous knowledge and experience in supporting public institutions in the field of Energy Efficiency and will indicate what type of tasks have been performed with his/her support;
- Has previous experience in developing and implementing Energy Efficiency measures in public buildings;
- Has a team capable of performing the subject matter of the contract;
- Speaks good working English language to efficiently communicate with the Georgian peers.

*If an applicant does not meet the minimum requirements, he or she will not be evaluated based on the given below „Criteria for selection of the Applicant”.*



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## 6. Criteria for selection of the Contractor (max. 100 points):

### a) Experience (30 points)

- in developing and implementing energy efficiency measures in public buildings in the last 5 years (was documented);
- in cooperation with government institutions and non-governmental organizations in the last 5 years (was documented)

### b) Understanding of the local context (30 points)

- professional experience in the local context in terms of energy efficiency in Georgian municipalities (was documented).

### c) Availability (20 points)

- Availability to travel to Georgia to visit potential kindergartens to conduct feasibility studies and develop technical documentation for optimal EE solutions for selected LSG buildings
- Availability to conduct 2 workshops during the project.

### d) Price (20 points)

- Economically advantageous offer.

## 6.1. Evaluation

The evaluation will be carried out on the basis of application with presentation documented experience in the field of energy efficiency in the last 5 years

### a) the Applicant presented practical experience (max. 30 points)

- below 1 year – 0-9 points
- from 1 to 3 years – 10-19 points
- from 3 to 5 years – 20-29 points
- over 5 years – 30 points

### b) the Applicant presented number of energy efficiency projects in which he was involved as an expert in Georgian LSG (max. 30 points)

- below than 1 project – 0-9 points
- from 1 to 3 projects – 10-19 points
- from 3 to 5 projects – 20-29 points
- over than 5 projects – 30 points

### c) the applicant confirmed availability (max. 20 points)

- to travel to Georgia to visit potential kindergartens develop technical documentation for optimal EE solutions for selected LSG (10 points)
- to conduct 2 workshops in Georgia (10 points)

### d) Price ((max. 20 points)

The evaluation of price will be made on the basis of the total cost of the financial evaluation (price of the offer), calculated on the basis of the cost simulation scenario.



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Assessment under the criterion „price“ will be based on the following formula for each category:

$$P = P_{\min} / P_{\text{of}} \times 20 \text{ points}$$

where:

$P_{\min}$  - the lowest proposed price,

$P_{\text{of}}$  - price presented in the examined offer,

$P$  - the number of points awarded to the examined offer under the price criterion, rounded to the full number.

**The offer which obtains the highest number of points in total will be selected.**

## 7. SUBMISSION

The application must be submitted by the 19<sup>th</sup> of September 2024 at 18:00 Warsaw time (GMT+2) to the address: [georgiarep@solidarityfund.pl](mailto:georgiarep@solidarityfund.pl)

Questions regarding the call for proposals, can be directed to [georgiarep@solidarityfund.pl](mailto:georgiarep@solidarityfund.pl) before the expiration of the deadline.

8. Information on the outcome of the procedure will be sent to the e-mail address indicated by the contractor and will be published on Solidarity Fund PL\_GEO Facebook page <https://www.facebook.com/solidarityfund.ge>

9. Please be advised that by submitting an application you agree to share the content of the application with other applicants who could submit an appropriate request to the SFPL (except for personal data, which will be anonymized).

10. Solidarity Fund PL provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, protected genetic information, or sexual orientation.

11. Please be advised that the administrator of personal data contained in the submitted applications is the Solidarity Fund PL with headquarters in Warsaw, ul. Mysłowicka 4, 01- 612 Warsaw. The data will be processed on the basis of art. 6 clause 1 p.c. of the Polish law on personal data protection for the purpose related to public procurement procedure. You have the right to access the personal data provided, the right to rectify personal data and the right to request the administrator to limit the processing of personal data, subject to the cases referred to in art. 18 clause 2 of the law. You have the right to lodge a complaint with the President of the Office for Personal Data Protection. Please be advised that Solidarity Fund PL has appointed a personal data protection inspector who can be contacted at: [iod@solidarityfund.pl](mailto:iod@solidarityfund.pl)