



# MINISTRY OF ENVIRONMENT

---

MALE' REPUBLIC OF MALDIVES

Announcement Reference No: (IUL)438-CCD/438/2019/397

---

## Development of Financial Programme for Energy Efficient Appliances

---

[26th December 2019]

*Prepared by:*

Project Management Unit

Strengthening Low Carbon Energy  
Island Strategies (LCEI) Project



## Table of Contents

1.	Introduction & Background .....	2
2.	Objective.....	2
3.	Scope of Assignment .....	3
4.	Indicative Tasks.....	3
5.	Deliverables .....	6
6.	Duration of the Consultancy.....	6
7.	Provision of Monitoring and Progress Controls.....	7
8.	Requirements for Experience and Qualifications .....	7
9.	Evaluation and comparison of proposals .....	9
9.1	Preliminary Examination.....	9
9.2	Evaluation of Proposals .....	9
10.	Payment.....	11
11.	Additional Information .....	11
12.	Application.....	12
13.	Queries .....	13
14.	Submission.....	13
ANNEX 1:	STANDARD FORMS .....	14
FORM -1:	PROPOSAL SUBMISSION FORM .....	15
FORM-2:	FINANCIAL BREAKDOWN .....	16
FORM-3:	DESCRIPTION OF APPROACH, METHODOLOGY AND WORK PLAN FOR PERFORMING THE ASSIGNMENT .....	17
FORM-4:	TEAM COMPOSITION AND TASK ASSIGNMENT.....	18
FORM-5:	Letter of Commitment.....	19
FORM-6:	WORK SCHEDULE.....	20
ANNEX 2:	EVALUATION OF PROPOSALS .....	21

## **1. Introduction & Background**

The Republic of the Maldives is highly dependent on imported fossil fuels to meet its energy needs. Furthermore, as a Small Island Developing State, it also relies on fossil-fuel based transport for the imports that provide the needs and wants of the population. As a result, the cost of energy generation and energy dependant appliances can be both high and unreliable, causing financial constraints on national budget and individual finances.

The Project “Strengthening Low Carbon Energy Island Strategies Project (LCEI)”, is designed with a goal of market transformation for energy efficient technologies in buildings and the built environment in the Maldives; and promotion of energy efficiency investments in buildings. The project will not only target energy efficient technologies, but will also promote emerging low carbon energy technologies for the building sector.

LCEI Project is funded by the Global Environment Facility (GEF) and implemented by the Ministry of Environment with support from UN Environment. The project aims to reduce greenhouse gas (GHG) emissions through energy efficiency in the building sector.

Standards and labelling (S&L) programme for air conditioners, refrigerators and washing machine is being developed under the project. The S&L programme will be implemented by Maldives Energy Authority (MEA). Under the program, 5 levels of efficiency are identified, where level 1 is the entry requirement and level 5 is the highest efficient level.

The LCEI project is seeking a qualified consultancy firm to develop an innovative financial scheme for energy efficiency appliances.

## **2. Objective**

The objective of the assignment is to develop an innovative funding mechanism that supports the purchase of high energy efficiency appliances and recover the capital through operational energy cost savings.

The innovative funding mechanism will be linked with the standards and labelling (S&L) programme of the Maldives Energy Authority (MEA).

### **3. Scope of Assignment**

The scope of work involves the following tasks to achieve the objective above;

- (A) Development of innovative financing schemes to promote the purchase of high energy efficiency appliances.
- (B) Capacity building for financial institutes for the developed innovative financial schemes.
- (C) Support the demonstration of innovative financing schemes.

### **4. Indicative Tasks**

The following are indicative tasks to achieve the objectives of the consultancy, but are not necessarily limited to these activities:

1. Review the reports developed by the project on the existing financing mechanisms in the Maldives and any other document that can influence the financing of energy efficiency appliances in the Maldives.
2. Conduct a one-day inception workshop with stakeholders (Government, Banks, Insurance agencies, importers, retailers)
  - a. Stakeholders must be introduced to possible financing mechanisms for innovative financing of energy efficiency appliances.
  - b. Must include case studies of other countries similar to Maldives.
  - c. Conduct stakeholder discussion to understand the market gap and financial capacity.
  - d. Conduct stakeholder discussion to identify the potential financial strategies and sources that could finance energy efficiency appliances in the Maldives through the workshop.
  - e. Conduct stakeholder discussion to identify the policies and regulation that can influence purchase of energy efficiency appliances.

3. Develop a financial strategy and financial programme.
  - a. Propose financial instruments
  - b. Risk mitigation instruments
  - c. Propose the business model, interaction between stakeholders (providers, customer-financial entity-government-others)
  - d. Identify stakeholders that would be involved
  - e. Develop a concept note defining the financial strategy
  - f. Identify the forecasted benefits by implementation of the financing schemes in terms of the investments and the GHG emissions avoided.
  - g. Define activities to develop the model, including MRV and disposal
  - h. Define the resources needed
  - i. Define the implementation work plan
  - j. Identify international financing sources to strengthen and co-finance the Programme.
  
4. Consultation workshops and meetings with key stakeholders (Government, Financial entities, Importers, Retailers)
  - a. Minimum 2 consultation workshops should be conducted during the development of financial strategy and financial programme (separate workshops: financial entities, private sector and government)
  - b. Meetings should be conducted with key stakeholders such as Ministry of Finance, relevant Government authorities and Financial Institutes etc.
  
5. Implementation of the financial strategy and financial programme
  - a. Develop a toolkit/guide/documents to implement the financing schemes. These documents should be ready to be used so that any financial institute can implement the schemes (must include tools such as relevant formats, calculation templates etc.).
  - b. Develop the financing schemes together with the financial entities involved (eligibility criteria, operational process)
    - i. Develop the non-financial or complementary mechanisms.
    - ii. Capacity building for key stakeholders

- c. Implement the MRV
- d. Define operational guidelines and processes related with the model and financial strategy.
- e. Marketing and communication strategy
  - i. Workshop presentations
- f. Support the implementation of a pilot demonstration of the developed financial strategy and financial programme. Accompanying and guiding the key stakeholders for first projects. Seed money to support the implementation will be provided to the selected financial institute through the LCEI project. Based on the results, develop financial proposals to acquire additional finance from international donors to develop a full-scale system that allows the financing of energy efficiency appliances.
  
- g. Build capacity of key stakeholders.
  - i. Based on the financial strategy and financial programme, develop tools and guide, prepare, design and conduct training programs for financial institutes including but not limited to Banks, Ministry of Finance, Ministry of Environment etc.
  - ii. The material must systematically cover the course material and which can be used for subsequent reference (copies of slides used, exercises, solutions, manuals, etc.). The manual must include an index where important key words can be looked up. The training materials will also include training brochures, reference materials, slides and other auxiliary training materials.
  - iii. Conduct one-day awareness workshop to all stakeholders on the developed the financial strategy and financial programme.
  - iv. Conduct training to train 10 professionals in the finance sector to implement the financial strategy and financial programme. The duration of the training courses should be minimum two working days.

## 5. Deliverables

Deliverable	Timeline
1. Inception report with findings of the inception workshop	1 month
2. Draft financial strategy for energy efficiency appliances 3. Stakeholder consultation workshop	1 month
4. Final report of financial strategy for energy efficiency appliances	1 month
5. Draft financial programme for energy efficiency appliances 6. Stakeholder consultation workshop	2 months
7. Final report of financial programme for energy efficiency appliances	1 month
8. All draft documents for the implementation of the financial strategy and financial programme 9. All draft documents/materials for capacity building of key stakeholders	2 months
10. All final documents for the implementation of the financial strategy and financial programme 11. All final documents/materials for capacity building of key stakeholders	1 month
12. Report on one-day awareness workshop to all stakeholders on the developed the financial strategy and financial programme. 13. Report on training for 10 professionals in the finance sector to implement the financial strategy and financial programme. 14. All final documents and reports	1 month
<b>Total</b>	<b>10 months</b>

## 6. Duration of the Consultancy

Duration of the assignment is 10 calendar months upon signing the contract.

## 7. Provision of Monitoring and Progress Controls

Consultants are expected to work closely with the LCEI Project Management Unit (LCEI-PMU). The consultants will report directly to LCEI Project Manager. The consultants shall attend progress meetings once every 3 weeks with the LCEI-PMU. Team members in post(s) under section 8 (Requirements for Experience and Qualification) must participate in the progress meetings. Team members in post(s) under section 8 who are not in Maldives at the time of the meeting shall participate via Skype. Team members in post(s) under section 8 are required to be present in person for the following:

- One-day workshop on innovative financing
- Stakeholder consultation workshops
- One-day workshop to present the developed financial schemes
- Trainings

For meetings held under this consultancy, the Minutes of Meeting must be provided to the LCEI-PMU within 2 days of the meeting.

## 8. Requirements for Experience and Qualifications

In executing this TOR, the consultancy is expected to meet the following eligibility criteria and should provide CVs and commitment letters of team member(s) meeting the following requirements:

#	Post	Nos
1	Financial Expert (Team Leader)	1
2	Energy Efficiency Expert	1
3	Sector Expert (National)	1

Details of any other support persons and positions must be included in Standard Forms 3 and 4.

### **1) Financial Expert (Team Leader)**

- Academic qualification
  - Must have Bachelor's degree in Economics, Finance, Business, Management, or any other related field; relevant higher qualification will score higher points
- Professional experience
  - At least ten (10) years of practical work experience
  - Must have experiences in developing financial programs on energy efficiency or related fields
  - Experience in developing financial schemes for energy efficient appliances is an added advantage.
  - Sound knowledge and understanding of Financial Institutes and Operational Procedures of Finance
  - Must have demonstrated ability to write precise reports.
  - Must have demonstrated experience and abilities to pro-actively lead and coordinate a team, including strong interpersonal skills with ability to multi-task and maintain effective work relationships with diverse range of institutional partners and undertake complex assignments.
  - Must demonstrate experience via samples of similar work previously conducted.
  - Must have excellent speaking, reading, report writing and presentation skills in English

### **2) Energy Efficiency Expert**

- Academic qualification
  - Must have Bachelor's degree in Energy Economics, Energy Engineering, or any other related field; relevant higher qualification will score higher points
  - Professional qualifications related to energy efficiency in buildings.
- Professional experience
  - Minimum ten (10) years' work experience
  - Must have demonstrated extensive experience on energy efficiency in the area of energy efficient appliances
  - Must have demonstrated involvement in the implementation of at least one programme focusing on energy efficient appliances
  - Must have demonstrated experience and abilities to work well in a team, including strong interpersonal skills with ability to multi-task and maintain effective work relationships with diverse range of institutional partners and undertake complex assignments.
  - Must demonstrate experience via samples of similar work previously conducted

- Must have excellent speaking, reading, report writing and presentation skills in English

### **3) Sector Expert (National)**

- Academic qualification
  - Must have Bachelor's degree in Economics, Finance, Business, Management, or any other related field; relevant higher qualification will score higher points
- Professional experience
  - Minimum five (5) years' work experience
  - Demonstrated experience in finance sector of the Maldives
  - Demonstrated experience in developing financial programs for electrical appliances in the Maldives is an added advantage.
  - Demonstrated experience in implementation of financial programs for electrical appliances in the Maldives is an added advantage.
  - Must have experience in working with different stakeholders
  - Must have excellent presentation and report writing skills.
  - Must demonstrate experience via samples of similar work previously conducted
  - Must have excellent written and oral communication skills

## **9. Evaluation and comparison of proposals**

### **9.1 Preliminary Examination**

The Client will examine the proposals to determine whether they are complete, the documents have been properly signed and the proposals are generally in order, and all the documents stated in Section 12 (Application) have been included in the proposal.

Prior to the detailed evaluation, the Client will determine the substantial responsiveness of each proposal to the Terms of Reference (TOR).

If a proposal is determined as incomplete or as not substantially responsive, Client has authority to reject the proposal. Criteria for determining completeness and substantial responsiveness is given in Annex 2.

### **9.2 Evaluation of Proposals**

A two-stage procedure is utilized in evaluating the proposals.

The Technical Evaluation will be completed at the First Stage of the evaluation. The proposals which pass the minimum technical score of **70%** of the obtainable score of 1000 points in the technical evaluation will be considered in the Second Stage of the evaluation.

Financial Proposal will be evaluated in the Second Stage. The proposal with the Lowest Financial Quote (Fq) will get the maximum Financial Score (Sf) of 100 points. The Financial Scores (Sf) of the other Financial Proposals will be computed according to the following formula:

$Sf = 100 \times Fq / F$ , in which Sf is the financial score, Fq is the Lowest Financial Quote received and F is the price of the proposal under consideration.

Proposals will be ranked according to the combined Technical Score (St) and Financial Score (Sf) using the weights (T = the weight given to the Technical Proposal; P = the Weight given to the Financial Proposal; T+P = 1) and will be computed according to the following formulae.

$S = St \times T\% + Sf \times P\%$ , in which S is the combined score,

Where T% = 70% and P% is 30%

ME reserves the right to undertake a post-qualification exercise aimed at determining to its satisfaction, the validity of the information provided in the proposal. Such post-qualification shall be fully documented and, among those that may be listed in the Annex 2, may include, but need not be limited to, all or any combination of the following:

- a) Verification of accuracy, correctness and authenticity of information provided by the proponent on the legal, technical and financial documents submitted;
- b) Validation of extent of compliance to the TOR requirements and evaluation criteria based on what has so far been found by the evaluation team;
- c) Inquiry and cross-checking with other previous clients on the quality of performance on ongoing or previous contracts completed;

## 10. Payment

Payments will be made in accordance with the schedule specified below:

REQUIREMENT	ALLOCATION
1. Submission and acceptance of inception report with findings of the inception workshop	10%
2. Submission and acceptance of draft financial strategy for high efficiency appliances	15%
3. Submission and acceptance draft financial programme for high efficiency appliances	15%
4. Submission and acceptance <ul style="list-style-type: none"> <li>• All draft documents for the implementation of the financial strategy and financial programme</li> <li>• All draft documents/materials for capacity building of key stakeholders</li> </ul>	20%
5. Submission and acceptance <ul style="list-style-type: none"> <li>• Report on one-day awareness workshop to all stakeholders on the developed the financial strategy and financial programme.</li> <li>• Report on training to train 10 professionals in the finance sector to implement the financial strategy and financial programme.</li> <li>• All final documents and reports</li> </ul>	40%
<b>Total</b>	<b>100%</b>

## 11. Additional Information

The LCEI-PMU of ME has overall responsibility for the management of the contract and contractual reporting obligations.

Documents and data provided by the government for the purpose of this assessment which is not of public nature shall be considered confidential and should not be disclosed to any other party.

All outputs and materials produced as part of this TOR shall be handed over to the LCEI-PMU at the end of the contract and will become the sole property of ME.

Obtaining any necessary visa and documents are the responsibility of the proponent. ME will only provide a visa facilitation letter if necessary.

**For the workshop and trainings: invitations, catering and venue will be financed directly by the project. This cost should NOT be included in the price quotation.**

## 12. Application

**Registered entities under Maldives Inland Revenue Authority (MIRA) can apply for this consultancy**

**Interested international consultancy who are not registered under MIRA may apply to this consultancy in association with local consultancy firms.**

Proponent should submit their proposals containing the following (Standard forms, where required, are provided in Annex 1):

- Completed proposal submission form ([FORM-1](#))
- Completed financial breakdown form ([FORM-2](#)).
- Brief description of the proponent and an outline of recent similar consultancy services provided, with references. This section must include an introduction of the proposed experts with a description of their experiences relevant to the required tasks, justifying their ability to complete the assignment.
- A description of the approach, methodology and work plan for performing the assignment covering the following subjects: technical approach and methodology, work plan, and organization and staffing schedule. Guidance on the content of this section is provided in [FORM-3](#).
- The list of the proposed professional staff team, the positions they would be assigned, and their tasks ([FORM-4](#)).
- A summary of the work plan must be presented in the format in Work Schedule ([FORM-6](#)) showing in the form of a bar chart the timing proposed for each activity.
- Detailed CVs of the experts signed by the expert themselves (required experiences and other experiences relevant to this TOR must be specified clearly or highlighted in their respective CVs.)
- Demonstrations of required experiences listed in this TOR
- Letter of commitment from each member to undertake the project ([FORM-5](#)).
- Copy of Company/Institution Registration
- Copy of GST Registration certificate issued from Maldives Inland Revenue Authority
- Tax Clearance Report issued from Maldives Inland Revenue Authority

### 13. Queries

For any queries please email to [procurement@environment.gov.mv](mailto:procurement@environment.gov.mv) and CC to [low.carbon@environment.gov.mv](mailto:low.carbon@environment.gov.mv) before **0000hrs on 8<sup>th</sup> January 2020**. Answers will be provided to all the queries received before the deadline and will be made available via the Ministry website ([www.environment.gov.mv](http://www.environment.gov.mv)) on **9<sup>th</sup> January 2020**.

### 14. Submission

Bid submission	On or before <b>21st January 2020 at 1100</b> hours local time
Bid opening	<b>21st January 2020 at 1100</b> hours' local time.  Proposals will be opened in the presence of the proponents' representatives who choose to be present at the address below at the time of proposal opening.
Submission instruction	Proposals must be delivered in sealed envelopes titled  <b><i>“Do not Open Before 21st January 2020 at 1100 - Development of Financial Programme for Energy Efficient Appliances” and the submitting party’s name and address</i></b>  Electronic submission is not permitted. Late proposals will be rejected.
Submission address	<b>Procurement Section</b> Ministry of Environment Green Building, Handhuvaree Hingun, Maafannu Male’, 20392, Republic of Maldives Email: <a href="mailto:procurement@environment.gov.mv">procurement@environment.gov.mv</a> Website: <a href="http://www.environment.gov.mv">www.environment.gov.mv</a> Project name: Strengthening Low Carbon Energy Island Strategies (LCEI) Announcement number: (IUL)438-CCD/438/2019/397

# ANNEX 1: STANDARD FORMS

**1. STANDARD FORMS**

**FORM -1: PROPOSAL SUBMISSION FORM**

[Location, Date]

To: [Name and address of Client]

Dear Sir/Madam:

We, the undersigned, offer to provide the “**Development of Financial Programme for Energy Efficient Appliances**” in accordance with your Terms of Reference dated [Insert Date] and our Proposal. We are hereby submitting our Proposal; our financial offer is for the sum of [Insert amount(s) in words and figures (Should quote the amount in United States Dollar)] which is inclusive of the all applicable taxes.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

Proposal validity is for a period of [Insert number of days, 60 days minimum] days. If negotiations are held during the period of validity of the Proposal, we undertake to negotiate on the basis of the methodology and proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the services and fulfil the requirements of the terms of reference.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

**FORM-2: FINANCIAL BREAKDOWN**

	<b>Description</b>	<b>USD</b>
	<b>Total :</b>	
	<b>GST/Applicable tax :</b>	
	<b>Total with GST/Applicable tax:</b>	

Indicate the total cost with detail cost to be paid in United States Dollar.

Note: The total contract price should be quoted inclusive of Goods and Services Tax (GST) or any applicable Maldivian taxes as per the Tax Legislation and must be shown in the breakdown.

**\*For the workshop and trainings: invitations, catering and venue will be financed directly by the project. This cost should NOT be included in the price quotation.**

### **FORM-3: DESCRIPTION OF APPROACH, METHODOLOGY AND WORK PLAN FOR PERFORMING THE ASSIGNMENT**

*Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal divided into the following three chapters:*

- a) Technical Approach and Methodology,*
- b) Work Plan, and*
- c) Organization and Staffing,*

*a) Technical Approach and Methodology. In this chapter you should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them (including details of any instruments, software, technical formulae, information files, and file formats where applicable). You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.*

*b) Work Plan. In this chapter you should propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan.*

*c) Organization and Staffing. In this chapter you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the proposed professional staff responsibility.*

**FORM-4: TEAM COMPOSITION AND TASK ASSIGNMENT**

Name of Staff	Position Assigned	Task Assigned

## FORM-5: Letter of Commitment

[ Date]

[Company Name]  
[Road Name]  
Male'  
Maldives

**Re: Development of Financial Programme for Energy Efficient Appliances , Ref no:**

\_\_\_\_\_

Dear Sir/Madam,

I am writing to confirm my availability to provide services as \_\_\_\_\_ to the **Development of Financial Programme for Energy Efficient Appliances** for the Ministry of Environment.

I undertake, if this proposal is accepted, to complete and deliver the whole of the services assigned to me in the scope of services.

I undertake, if this proposal is accepted upon receipt of the Ministry of Environment's notice, to commence performance of the services with due expedition and without delay.

Yours sincerely,

Name: \_\_\_\_\_

Passport /ID card No: \_\_\_\_\_

Date: \_\_\_\_\_

Signatory: \_\_\_\_\_



## ANNEX 2: EVALUATION OF PROPOSALS

<p><b>Criteria for Preliminary Examination of Proposals</b></p>	<p><b><u>Document pre check</u></b></p> <ol style="list-style-type: none"> <li>1. Proposal is received on or before the date and time specified</li> <li>2. Proposal is properly sealed / un-tampered</li> <li>3. Proposal bears the (i) name of the submitting entity and (ii) title of the Contract outside the envelope</li> <li>4. Completed Form-1: Proposal Submission is included in the proposal</li> <li>5. Completed Form-2: Financial Breakdown is included in the proposal</li> <li>6. Completed Form-3: Description of Approach, Methodology and Work Plan for Performing the Assignment is included in the proposal</li> <li>7. Completed Form-4: Team Composition and Task Assignment is included in the proposal</li> <li>8. Completed Form-5: Letter of commitment for all the experts as described in section 8 of the TOR is included in the proposal</li> <li>9. Completed Form-6: Work Schedule is included in the proposal</li> <li>10. Signed CVs of the key staff is included in the proposal</li> <li>11. Minimum 60 days' proposal validity provided</li> <li>12. All the standard forms are included (i.e. no standard contents deleted, no reservations added)</li> <li>13. Proponent's Profile (not more than 15 pages) including the profile of the proposed experts</li> <li>14. Copy of Company/Institution Registration</li> <li>15. Copy of GST Registration certificate issued from Maldives Inland Revenue Authority</li> <li>16. Tax Clearance Report issued from Maldives Inland Revenue Authority</li> </ol> <p><b><u>Technical pre check</u></b></p> <ol style="list-style-type: none"> <li>1. Is the proponent's understanding of the objective of the assignment explained?</li> <li>2. Is the proponent's understanding of the objective consistent with the objective of the assignment?</li> <li>3. Is the proponent's approach and methodology explained in detail?</li> <li>4. Does the approach and methodology address the full scope of requirements of the assignment?</li> <li>5. Are the problems being addressed through this assignment, identified and their importance explained?</li> <li>6. Is there an explanation of the technical approach that the proponent will undertake to address the problems?</li> <li>7. Does the work plan include the main activities and their content of the assignment?</li> <li>8. Does the work plan show phasing, interrelations and milestones of the activities, and delivery dates of reports?</li> <li>9. Are the work plan and proposed approach and methodology consistent with each other and the TOR?</li> <li>10. Is the structure and composition of the team explained?</li> <li>11. Does the proposed team members' qualification and experience meet the minimum requirements?</li> </ol>
---	---

	<p>12. Are the main activities and tasks assigned to members of required qualification/experience?</p> <p>13. Are the tasks assignment and the proposed methodology consistent with each other?</p> <p>14. Proposal is strictly for the full scope of requirements (i.e. partial offer is not allowed)</p> <p>15. There are no exceptional conditions stated that are unacceptable to ME</p>
<b>Criteria for Essential Eligibility/Qualification of key personnel</b>	<b>Refer to Section 8 of this TOR</b>
<p><b>Note:</b></p> <p>1. If proponents do not meet any of the above listed criteria, their proposal may not be considered for further evaluation.</p> <p>2. Proponents meeting above listed criteria are required to submit evidences (details / documents) in support – otherwise proposal may be disqualified.</p>	

<b>Summary of Technical Proposal Evaluation Forms</b>		<b>Score Weight</b>	<b>Points Obtainable</b>
1.	Proposed Methodology, Approach and Work Plan	50%	600
2.	Personnel	50%	400
<b>Total</b>			<b>1000</b>

<b>Technical Proposal Evaluation</b>		<b>Points Obtainable</b>
<b>Form 1</b>		
<b>Proposed Methodology, Approach and Work Plan</b>		
2.1	To what degree does the proponent understand the task mentioned in this TOR?	100
2.2	Did the proposal address in sufficient detail the important aspects of tasks listed?	120
2.3	Are the different components of this TOR planned to be implemented in a cohesive manner?	100
2.4	Is the conceptual framework adopted appropriate for the task?	90
2.5	Is the scope of task well defined and does it correspond to the TOR?	90
2.6	Is the responsibilities of the key personnel addressed clearly in line with the methodology described	100
	<b>Total</b>	<b>600</b>

<b>Technical Proposal Evaluation</b>			<b>Points Obtainable</b>
<b>Form 2</b>			
<b>Personnel</b>			
3.1	Financial Expert (Team Leader)		150
	- Academic qualification	50	
	- Professional Experience	100	
3.2	Energy Efficiency Expert		150
	- Academic qualification	50	
	- Professional Experience	100	
3.3	Sector Expert (National)		100
	- Academic qualification	40	
	- Professional Experience	60	
	<b>Total</b>		<b>400</b>