



MARSHALLS ENERGY COMPANY INC.

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REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

SELECTION OF AN INDIVIDUAL CONSULTANT

Marshalls Energy Company (MEC)

Republic of the Marshall Islands

Sustainable Energy Development Project (SEDeP)

Loan No./Credit No./ Grant No.: **D261-MH**

Opening Date: May 15, 2020

Closing Date: May 29, 2020

Assignment Title: Full Time Project Manager

Reference No. : MH-MEC-167280-CS-INDV

The Republic of Marshall Islands has received financing from the World Bank toward the cost of the Sustainable Energy Development project (SEDeP), and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include "To assist MEC to achieve the ambitious climate change and renewable energy goals of GRMI, particularly through supporting the implementation of Sustainable Energy Development Project (SEDeP) and its subsequent phases funded by WB. The Project Manager will be responsible for overall project coordination and technical guidance and will lead the procurement of the different packages and studies with support from the Procurement team housed in DIDA. Technical staff will be recruited, as necessary, to support implementation of Component 2 at NEO. The duty location will be MEC Office, Majuro, Marshall Islands. The duration will be for an initial period of 2 years on a full-time basis, with the possibility of extension for the duration of Project implementation (expected to be about three years) based on satisfactory performance. The position would be subject to a probationary period of three (3) months.

The detailed Terms of Reference (TOR) for the assignment is attached.

The Marshalls Energy Company (MEC) now invites eligible individuals ("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 (attach curriculum vitae with description of experience in similar assignments, similar conditions, etc.). Firms' staff may express interest through the employing firm for the assignment and, under such situation, only the experience and qualifications of individuals shall be considered in the selection process. The criteria for selecting the Consultant are:

Education

- An advanced university degree(s) in engineering, or project management, or other related fields is required; master's degree desirable; power sector engineering degree preferable;

- Experience in procurement guidelines and processes of multilateral and/or bilateral development partners;

Essential Experience

- At least 10 years of electricity sector experience; experience in implementing renewable energy projects highly desirable;
- Project implementation and management experience including recruitment, supervision and monitoring performance of consultants and contractors; schedule and achieving key performance indicators (KPIs);
- Experience working with development partners such as WB, ADB, JICA, EU/EIB highly desirable;
- Ability to work with and lead diverse teams, including the Project advisors, the Project Implementation Officer of MEC, the Energy Advisor of NEO, the specialists and officers of DIDA, and the Project supporting staff of other related entities; and
- Knowledge of electricity sector issues in small islands is highly desirable.

The attention of interested Consultants (including firms) is drawn to paragraph 3.14, 3.16 and 3.17 of the World Bank's *Procurement Regulations for Borrowers* under Investment Project Financing dated July 1, 2016 ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

Further information can be obtained at the address below during office hours; *0900 to 1700 hours*.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by May 29, 2020.

Fax: (692) 625-5886 Tel. (692) 625-3827/8/9

Jack Chong-Gum, CEO
Marshalls Energy Company (MEC)
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Phone no. (692) 625 3827/8

Cc the following:

Kamalesh Doshi
SEDeP Project Manager
Kamaleshdoshi6@gmail.com
Phone no. (802) 310 2682

TEMPLATE FOR CURRICULUM VITAE (CV)

Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	Employing organization and your title/position. Contact information for references	Country	Summary of activities performed relevant to the Assignment
[e.g., May 2005-present]	[e.g., Ministry of, advisor/consultant to... For references: Tel...../e-mail.....; Mr. Hbbbb, deputy minister]		

Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work): _____

Adequacy for the Assignment:

Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
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Expert's contact information: (e-mail, phone.....)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available, as and when necessary, to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Client, and/or sanctions by the Bank.

{ day/month/year }

Name of Expert

Signature

Date

Republic of the Marshall Islands
Ministry of Finance
Terms of Reference
Individual Consultant

Title:	Title: Sustainable Energy Development Project- Individual Consultant- Project Manager
Location:	Majuro, Republic of the Marshall Islands
Duration	24 months, subject to extension
Tentative Start Date	XXXXXX

A. Background

The Republic of the Marshall Islands (RMI) is one of the Small Island Developing States which faces several development challenges, including small land area, limited resources, remoteness, vulnerability to natural disasters and external shocks, etc. The country consists of 29 atolls and five isolated islands (24 of which are inhabited) and has a total land mass of just 181km², which is set in an ocean area of over 1.9 million km². RMIs population is estimated at about 53,000, of which over half are resident in the capital city of Majuro.

The Government of Republic of the Marshall Islands has partnered with the World Bank (WB) in preparing the Sustainable Energy Development Project (the “Project”) which was approved by the WB Board of Directors in December 2017. The estimated International Development Association (IDA) grant for the proposed operation is US\$34 million. The Project Development Objective is to increase the share of renewable energy generation, and enhance the reliability of electricity supply and improve energy efficiency in the country.

The key stakeholders in the energy sector include the Marshalls Energy Company (MEC), the Kwajalein Atoll Joint Utility Authority (KAJUR), the National Energy Office (NEO) and the Division of International Development Assistance (DIDA) within the Ministry of Finance.

The proposed Project will include the following components:

Component 1: Renewable Energy Investments. This component will include the following two sub-components:

Sub-component 1.1: Renewable Energy Development in Majuro. This sub-component will finance the design, supply, installation, and operational support for solar power generation, battery energy storage, and grid management equipment in Majuro. The activities to be supported include (i) conducting a detailed survey, preliminary design, cost analysis, preparation of bidding documents, and supervision of engineering, procurement, and construction (EPC) contractor; (ii) installation of an estimated three MW of solar power-generation, inverters, battery storage, grid-connection, and other ancillary equipment needed to support the contribution of renewable energy in RMI’s generation system and reduce diesel generation; and (iii) provision of assistance on operations and maintenance and capacity building activities to enhance knowledge transfer and sustainability of the technology supplied and installed. An initial assessment on potential sites (owned or leased by GoRMI) available to host the arrays of PV panels include MWSC’s water reservoir near the airport, some public schools and public buildings, the empty space adjacent to the Majuro hospital, and some basketball fields in the city. The water reservoir is the primary candidate for several reasons: it would serve both MWSC and MEC generation purposes in a situation of limited land availability; it would reduce evaporation currently experienced by MWSC; it concentrates half of the

potential sites' total capacity; it avoids anticipated potential distribution constraints; and, due to its size and relative proximity with MEC's existing thermal generation facilities, power distribution feeder can easily be erected to convey the generated RE from the reservoir site to the power plant. If the reservoir is used, this would involve installation of floating or fixed solar PV panels in the reservoir. This component will also address the lining of the reservoir as needed during implementation. More information is provided in the Technical Assessment section below and in Annex 1. Site selection will be confirmed during the preparation of the bidding documents.

Sub-component 1.2: Supply and Installation of Gensets for Majuro and Ebeye. This sub-component will finance gensets (low/medium or high-speed depending on studies) for MEC and KAJUR's power plants in Majuro and Ebeye to help accommodate the planned grid solar capacity, and to improve fuel efficiency and system reliability.

Component 2: Promotion of Energy Efficiency and Loss Reduction Program. This component will provide technical and operational assistance and will complement Component 1 by reducing energy demand through improving the efficiency for both use and supply of electricity from MEC and KAJUR. It will include the following three subcomponents:

Sub-component 2.1: Loss Reduction Program in Ebeye. This sub-component will support design and implementation of a loss reduction program for KAJUR to address issues related to supply-side management (SSM). Current losses are estimated at approximately 30 percent in Ebeye. This is mostly caused by technical mismatches in facility configurations and operations. A loss reduction study will be prepared by external consultants to provide recommendations to achieve loss reduction. Recommendations from the study that are designed to increase the energy efficiency of essential energy infrastructure will also be supported under this sub-component, and may include activities such as downsizing transformers, upgrading distribution lines, and the installation of meters for monitoring usage.

Sub-component 2.2: Demand Side Energy Efficiency. This sub-component will support activities designed to enhance efficient use of energy. This could include such activities as enhanced insulation in buildings and replacement of inefficient lighting or appliances in said buildings. External consultants will provide recommendations to harness best available technologies. This sub-component will also support information awareness campaigns, workshops, training, and education on demand-side management and energy efficiency. It will also support development of policies and regulations for energy efficiency, as well as the development of standards and labeling for energy efficiency, including phasing out inefficient incandescent bulbs and more stringent standards for appliances. Activities aimed at raising consumer awareness on energy efficiency and related capacity-building activities and training will also be supported under this subcomponent.

Component 3: Technical Assistance, Capacity Building and Project Management

Sub-component 3.1: Technical Assistance and Capacity Building. This sub-component will enhance the capacity of the Ministry of Finance (MoF), MEC, NEO, KAJUR and Majuro Water and Sewer Company (MWSC) to support efficient energy sector operation, including: (i) carrying out Training and Workshops on energy sector policies, regulatory framework, management, and planning; (ii) conducting studies and provision of technical assistance to enhance NEO's role in the sector; (iii) provision of technical assistance to establish the O&M Fund to ensure sufficient funds for the operation and maintenance of the renewable energy investments supplied and installed under Part 1 of the Project; and (iv) mainstreaming of gender dimensions into the

Project. Provision of technical assistance, training and workshop to support mainstreaming of gender dimensions in the project will be financed under this sub-component.

Sub-component 3.2: Preparation of Renewable Energy Projects in Ebeye and the Outer

Islands. This sub-component will support the preparation of studies to identify further assistance and investments needed on renewable energy in Ebeye and the Outer Islands (Wotje, Jaluit, Rongrong, and Santo), including the design of the potential renewable energy projects and preparation of related documents include design documents and the preparation of technical specifications.

Sub-component 3.3: Project Management. This sub-component will support MEC and MoF to manage and implement the Project, including provision of support on Project coordination, monitoring and evaluation, reporting, procurement, financial management, audit, safeguards management, and technical operation. The project's incremental operating costs will be financed as well as office equipment and project audits.

B. Project Implementation Arrangements

The implementation period for the Project is planned to take up to four years. The Project was presented to the World Bank's Board of Directors for approval on December 2017 and was initiated by 30 April 2018.

MEC in collaboration with NEO will be responsible for overall Project implementation. A Project Implementation Unit (PIU) is currently established within MEC and to include a Project Manager, Project Implementation Officer, Technical experts and other key staff as needed.

The Division of International Development Assistance (DIDA) houses the Central Implementing Unit (CIU) funded by the World Bank. The CIU is a centrally housed expertise for functions that cut across portfolio implementation activities. The CIU includes expertise in the fields of Financial Manager and Disbursements, Procurement, Safeguards and other roles identified as the portfolio expands. The CIU will support the PIU in project implementation and compliance.

The Project Manager will be responsible for overall project coordination and technical guidance and will lead the procurement of the different packages and studies with support from the Procurement team housed in DIDA. Technical staff will be recruited, as necessary, to support implementation of Component 2 at NEO.

The Project Manager will report to the Chief Executive Officer (CEO) of MEC and to the Project Steering Committee (PSC). The Ministry of Finance (MoF), DIDA will be responsible for processing Project disbursement requests.

The institutional arrangements will also include a Project Steering Committee (PSC) that will comprise the Chief Secretary as chairperson, the Ministry of Finance, NEO, as well as representatives from MEC, KAJUR and from Kwajalein Atoll Development Authority (KADA) and others, as needed. The PSC will govern the Project and will provide the oversight and strategic guidance for the project implementation.

The existing Project Operating Manual (POM) sets out: (i) the criteria and procedures to be used for the selection of energy efficiency investment activities undertaken under

Subcomponent 2.2, (ii) institutional arrangements for day-to-day execution of the project; (iii) the procurement plan and implementation arrangements; (iv) guidance on implementation of safeguard instruments; (v) budgeting, disbursement, and financial management processes; and (vi) project monitoring, reporting, evaluation, and performance indicators including implementation of, and compliance with, Bank safeguard policies; and (vii) the boundaries of defined Project Areas and the criteria and procedure for selecting additional Project Areas. The POM will need to be updated as necessary throughout the project life cycle to ensure effective project implementation and coordination.

C. Scope of Work

The Project Manager will perform all daily management tasks for the PIU and be responsible for the overall implementation and delivery of the components of the Project.

There might be additional finance for the Project to expand the investments for sustainable energy sector development in Majuro, Ebeye, and the outer islands. The Project Manager will support the stakeholders to prepare for such next steps.

The Project Manager will also provide technical guidance, and implementation, delivery, monitoring and coordination support. Specifically, under the overall coordination and supervision of the Project, he/she is to perform the following tasks:

(a) Technical Guidance, Coordination and Implementation

- Support the drafting of the technical specifications for the procurement of the different equipment and studies to be financed for MEC and KAJUR and monitor the installation of the equipment;
- Prepare ToRs for the technical capacity building assistance in coordination with the relevant agencies and other ToRs as needed to support project implementation and preparation;
- Supervise the consultants providing technical capacity building assistance to the utilities for improving their technical performance and implementing maintenance plans;
- Coordinate data and inputs from the MEC, KAJUR, NEO and other relevant sector institutions;
- Provide technical leadership on the different activities to be implemented under the Project;
- Suggest other studies/activities to be financed under the Technical Assistance Component;
- Supervise and provide technical guidance to the consultants preparing the different studies;
- Daily management and coordination on project implementation, including: monitoring and documenting the implementation of project activities, effectively managing the project implementation schedule, and all other aspects of project implementation;
- Monitor progress of project implementation and propose corrective measures when needed;
- Managing inputs required from the MEC, KAJUR, and NEO for project activities and ensure pertinent information required for studies and activities to be performed by the WB and other international/national counterparts;
- Ensure that all technical assistance and training activities are implemented in a timely manner;
- Coordinate and participate in workshops, training courses meetings and other activities;

- Ensure that all administrative reports and briefings required to be delivered under the project are submitted in a timely manner;
- Organize and obtain approvals needed for all workshops, study tour, seminars and other similar activities called for under the project;
- Liaise between the MEC, NEO, KAJUR, DIDA, and other relevant Govt agencies development partners, stakeholders, etc on project related aspects;
- Develop project implementation work plan and budget plan and periodically update;
- Ensure that filing of documents under the Project during the period stipulated by the WBG rules and procedures is adequately performed;
- Overview implementation and compliance with the project's Environmental Management Plan and Environmental and social management framework under the guidance of the safeguard's advisor;
- Supervise any other staff recruited under the Project;
- Supervise the procurement and financial management activities in accordance with the procurement and budget plans and the relevant procedures and guidelines of the Government of RMI and the WB;
- Work with the Financial Manager to maintain up-to-date financial forecasts reports, cost to complete, and contingency/unallocated provisions;
- Draft Project Subsidiary Agreements between MEC, KAJUR and NEO, as needed;
- Prepare, maintain, and update the Project Implementation Manual; and
- Other duties applicable to the proposed project as delegated by MEC specifically
 - Update and maintain all procurement activities under procurement plan on WB's Systematic Tracking of Exchanges in Procurement (STEP) system.

(b) Reporting, Monitoring and Evaluation

- Undertake monitoring and evaluation (M&E) of the project by monitoring performance indicators;
- Prepare monthly progress reports to the CEO of MEC, including the Director of NEO and CIU Program Manager/DIDA Assistant Secretary;
- Update CEO, MEC on activity-wise status on weekly basis;
- Coordinate the preparation of semi-annual consolidated progress reports, project briefings and other relevant monitoring information to inform project counterparts and the World Bank in an organized manner and with adherence to the Bank's guidelines; and prepare them for wider dissemination/distribution;
- Support and liaise with CIU finance team during Project implementation for the preparation of the draft annual budgets in a timely manner;
- Work closely with the DIDA Assistant Secretary and the CIU finance team at DIDA to ensure that Project disbursements are prepared in a timely manner;
- Ensure that audits and other financial and technical reporting are conducted as required by the project's legal documents; and
- Ensure that the Project keeps complying with Legal Covenants under the Financial Agreement with the WB.

D. Required Skills and Experience

Education

- An advanced university degree(s) in engineering, or project management, or other related fields is required; master's degree desirable; power sector engineering degree preferable;
- Experience in procurement guidelines and processes of multilateral and/or bilateral development partners;

Essential Experience

- At least 10 years of electricity sector experience; experience in implementing renewable energy projects highly desirable;
- Project implementation and management experience including recruitment, supervision and monitoring performance of consultants and contractors; schedule and achieving key performance indicators (KPIs);
- Experience working with development partners such as WB, ADB, JICA, EU/EIB
- highly desirable;
- Ability to work with and lead diverse teams, including the Project advisors, the Project Implementation Officer of MEC, the Energy Advisor of NEO, the specialists and officers of DIDA, and the Project supporting staff of other related entities; and
- Knowledge of electricity sector issues in small islands is highly desirable.

E. Reporting

The Project Manager will report directly to the CEO of MEC and will also report to the Project Steering Committee. The deliverables of the Project Manager will include the following but not be limited to:

- Annual Work Plans and Budget Plans;
- Financial Forecasts and Report;
- Half yearly and annual progress reports as requested by the Financing Agreements;
- Oversee timely delivery of financial management and procurement reports for the PIU and CIU;
- Annual performance evaluation reports for any staff under PIU, Consultants, etc.;
- Monthly progress reporting to the CEO of MEC, Director of NEO, and CIU Program Manager/DIDA Assistant Secretary;
- Weekly report to CEO of MEC on project activities
- Update Project Operating Manual and other Project Documents (As needed);
- Mid-term review of the project; and
- Implementation Completion Result report.

F. Duration

The Project Manager is to be recruited for an initial period of 2 years on a full-time basis, with the possibility of extension for the duration of Project implementation (expected to be three years) based on satisfactory performance. The position would be subject to a probationary period of three (3) months.