



REPUBLIC OF THE MARSHALL ISLANDS
NATIONAL ENERGY OFFICE

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)
(INDIVIDUAL CONSULTANT)
Republic of the Marshall Islands
Sustainable Energy Development Project (SEDeP)
National Energy Office (NEO)

Date: June 1, 2021

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

Assignment Title: ENERGY ADVISOR

Reference No. : MH-MEC-85527-CS-INDV

The Government of 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 the Energy Advisor who will support RMI to promote energy projects funded by the World bank (WB) and other international partners toward the achievement of climate change and renewable energy goals of GRMI, particularly supporting the implementation of ongoing and pipelined energy projects, which will contribute to a strategic roadmap and tangible achievements for the RMI energy sector. The duty location will be NEO Office, Majuro, Marshall Islands. This is a full-time position, with expected start date of **Oct 1, 2021**. The detailed scope of services is indicated in the attached Terms of reference (TOR).

The National Energy Office (NEO) 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 (to 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:

- A Bachelor's degree(s) in engineering, energy management or other related fields is required; Advanced degree in energy policy, earth and environmental science policy, energy/ environmental law, mineral resources, and/or public policy in addition to Bachelor's in engineering is desirable.
- At least ten (10) years of relevant experience in energy and environment policy development issues in developing countries; experience in working in the pacific region highly desirable.
- Experience working with development partners such as WB, ADB, JICA, EU/EIB highly desirable;
- Experience in working with multiple stakeholders in a public sector institutional environment 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 IPF Borrowers*, July 1, 2016("the Regulations"), setting forth the World Bank's policy on conflict of interest.

Interested eligible individuals may obtain detailed TOR and further information upon submission of request by email to Kamalesh Doshi, SEDeP Project Manager at kamaleshdoshi6@gmail.com.

Expressions of interest should include the following documents and must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by before 5.00 PM Majuro time **July 15, 2021**. The email subject line should state: "Energy Advisor – full name of the candidate".

Cover Letter

CV

The submission must be addressed to:

Angeline Heine, Director
National Energy Office (NEO)
P O Box 1727
Majuro, Marshall Islands 96960
Phone No. 692-625-4020.

Cc the following:

Jack Chong-Gum, CEO
Marshall's Energy Company (MEC)
P O Box 1439,
Majuro, Marshall Islands 96960
jack.chonggum@mecrmi.com
Phone no. (692) 625 3827/8
Fax: (692) 625-5886

Kamalesh Doshi
SEDeP Project Manager
Phone no. +1 (802) 310 2682
E-mail: kamaleshdoshi6@gmail.com

Mylyn Caraig,
Procurement Advisor- CIU, DIDA
Email: proc_advice_rmi@yahoo.com

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. Hbbbbbb, 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

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.

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{day/month/year}
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Name of Expert	Date
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Signature

**Marshall's Energy Company
Republic of the Marshall Islands**

**Terms of Reference
Individual Consultant**

Title:	Energy Advisor
Location:	National Energy Office, Majuro, Republic of the Marshall Islands
Duration:	Full-time, 12 months subject to extension
Tentative State Date:	Oct 1, 2021

I. BACKGROUND

The Republic of the Marshall Islands (RMI) consists of two archipelagic island chains of 29 low-lying atolls, each made up of many small islets, and five single islands, in the North Pacific Ocean about halfway between Hawaii and Guam. English and Marshallese are both official languages.

Marshall Islands Energy Sector

In 2016, approximately 87% of households had access to electricity—around 2/3 of that from grids on the main population centers of Majuro and Ebeye, and the more populous outer islands of Jaluit and Wotje. The remaining households with access use standalone solar household systems with a small battery. Electricity is provided mainly by two state-owned utilities, Marshall's Energy Company (MEC) and Kwajalein Atoll Joint Utility Resources (KAJUR). MEC operates the main grid on Majuro atoll, a diesel mini-grid on Rongrong islet, and diesel minigrids on each of Jaluit and Wotje Atolls, each serving about 100 homes. MEC also manages the 3100 standalone solar household systems (SHS) installed on the outer islands.

The other key stakeholders in the energy sector include the Combined Utility Board (CUB), the Division of International Development Assistance (DIDA) within the Ministry of Finance (MoF), and the National Energy Office (NEO). RMI's development partners in the energy sector include the World Bank (WB), Asian Development Bank (ADB), Japan International Cooperation Agency (JICA), the European Union (EU) and bilateral partners such as the United States, New Zealand, Australia, Taiwan and the United Arab Emirates.

Background to this assignment

The RMI has an ambitious Nationally Determined Contribution commitment under the UNFCCC of 32% reduction of GHGs below 2010 levels by 2025. They have further voluntary targets of 45% reduction by 2030 and net zero emissions by 2050. As a member of the Climate Vulnerable Forum group of countries, they have a goal of 100% renewables by 2050. Achieving RMI's targets would mean reducing emissions from electricity generation by around 55% in 2025, and 66% in 2030.

In May 2017, the RMI Government established a committee (the NDC Committee or *Til E Til Eo* Committee) to make recommendations to Cabinet for a strategy to achieve RMI's 2050 target and for an energy sector strategy.

At the time of writing there is around USD 80 million of financing from development partners planned or proposed for the RMI energy sector over the next 3-5 years. There is limited capacity to coordinate and effectively absorb this large amount of assistance. While projects cover a range of aspects from construction of renewable generation to development of legislation, the efforts lack coordination, resulting evidence of duplication and waste and there remain gaps in what is needed for an effective renewable energy sector.

II. OBJECTIVES OF THE ASSIGNMENT

The key objective of this role is to assist the RMI to promote energy projects funded by the World Bank (WB) and other international partners towards RMI's climate change and renewable energy goals, particularly through supporting the implementation of the ongoing and pipelined energy projects, which will contribute to a strategic roadmap and tangible achievements for the RMI energy sector.

III. SCOPE OF WORK & DESCRIPTION OF TASKS

The Energy Advisor will be responsible for providing support and technical assistance to the National Energy Office (NEO) in the implementation of ongoing and pipelined energy projects in coordination with SEDeP, MEC, DIDA and other offices, in compliance with the applicable World Bank Procurement Guidelines/Regulations, the provisions of the Legal Agreements, and relevant GRMI regulations and requirements.

Specifically, the Energy Advisor will be expected to carry out the following activities but not limited to:

A. Coordination and communication

- Work with the National Energy Office (NEO) staff to ensure high-quality secretariat support for the functioning of the *Til E Til Eo Committee*, including coordination with stakeholders convening meetings and workshops, and issuing agendas, information and decision papers and minutes.
- Maintain a flow of information through presentations, verbal and written briefings across the energy sector and to senior officials, Cabinet Ministers and the President.
- Work collaboratively with a team of officials from National Energy Office (NEO), Marshalls Energy Company (MEC) and the Division of International Development Assistance (DIDA) in the Ministry of Finance and other stakeholders to coordinate projects and technical assistance provided by development partners to ensure assistance is targeted to meet RMI's needs in an efficient and effective manner, avoiding duplication.
- Communicate and build a common vision for the development of RMI's energy sector across RMI Government and external partners, through coordinating and sharing information about the ongoing and pipelined energy projects, electricity roadmap, energy policy and investments;
- Ensure the effective functioning of the National Mitigation Working Group

- Support the RMI Government as necessary to prepare and host an energy sector development partner roundtable meeting in Majuro.

B. Policy development

- Conduct analysis and lead/contribute to innovative and locally appropriate energy policy development and implementation, in particular enabling the roll out of renewable energy and energy efficiency measures. Make policy recommendations to the *Til E Til Eo Committee* and National Mitigation Working Group
- Assist in developing of a revised and updated National Energy Policy and Energy Action Plan
- Contribute to the successful implementation and necessary revision of the RMI long-term energy roadmap and energy sector policies and programmes;
- Facilitation and technical analysis to support the RMI's Nationally Determined Contribution (Til E Til Eo) Committee to implement **a long-term roadmap for RMI's energy sector**. The roadmap already adopted by RMI covers the technology pathway, and also, importantly, the policy and regulatory needs, long-term human resource strategy, and a long-term financing strategy.
- The energy advisor role will work with both the consultants and the RMI Government to ensure the RMI Government engages effectively in these processes. The successful implementation of these activities would contribute significantly to:
 - Development partners having buy in to the energy roadmap adopted by RMI and commit to coordinating investment to implement various aspects of the roadmap;
 - RMI having ongoing capacity to effectively coordinate donor investment and manage the transition to renewable energy.

This in turn will lead to a more effective deployment of renewable energy and a more cost-effective and targeted use of funds in achieving the RMI's NDC and other targets.

C. Capacity building

- Support the development of knowledge, skills and gaining of experience of colleagues especially within the National Energy Office by sharing knowledge and experience gained from other contexts.
- Support the development of RMI's energy sector human resources by:
 - Working with the Director, National Energy Office to recruit and manage interns and staff when appropriate.
 - Identifying the most efficient and effective funding, scholarships and training opportunities to build capability of staff in the short- to medium-term and to increase the number of Marshallese skilled in different aspects of the energy sector in the medium to long-term.
- Provide monthly, quarterly and six monthly progress reports on delivery of the priority outputs

D. Implementation of the ongoing and pipelined energy projects

- Support NEO, MEC, DIDA, Kwajalein Atoll Joint Utility Resources (KAJUR), Majuro Water & Sewer Company (MWSC), hospitals, Majuro airport, other governmental agencies, NGOs and WB (including the energy efficiency consultant and other WB consultants) to ensure

timely and appropriate implementation of the ongoing energy projects, including but not limited to energy efficiency investments, energy efficiency awareness campaigns, e-Mobility promotion, renewable energy and battery storage installation, diesel generator upgrades, and technical assistance for disaster risk management.

- Organize meetings, workshops, training, seminars, and roundtables among the implementing agencies, beneficiaries, and stakeholders to (i) advance the ongoing and pipelined projects, (ii) disseminate the results of the energy projects to beneficiaries, and (iii) provide the stakeholders with an opportunity to discuss and coordinate the next steps.

IV. REPORTING, ACCOUNTABILITY AND WORKING RELATIONSHIPS

The RMI Energy Advisor is expected to manage relationships with a wide range of stakeholders including RMI Government and development partners to ensure that work is delivered in line with the RMI's needs and is supported by coordinated inputs from other development programmes.

Within the RMI Government, the Energy Advisor will need to develop and maintain strong relationships with staff of the National Energy Office, the Division of International Development Assistance in the Ministry of Finance, the Marshalls Energy Company, the Chief Secretary, the Minister in Assistance to the President and all members of the *Til E Til Eo Committee and other stakeholders*.

RMI's development partners in the energy sector include the WB, Asian Development Bank, Japan International Cooperation Agency, the European Union and bilateral partners such as the United States, New Zealand, Australia, Taiwan and the United Arab Emirates. The RMI Energy Advisor will need to coordinate with the proper national focal point(s) and comply with the protocol in relation to development partners' coordination and communication.

From a management perspective, the Energy Advisor will directly report to the Director of the National Energy Office.

V. Expected Outputs/Deliverables

The following **Inception**, **Progress** and **Completion** reports will be developed in consultation with the Director, in the National Energy Office

Inception report:

- To be prepared within approximately one month of the start of the contract
- Include observations on priority outputs and activities
- Map out key activities in an annual work plan with results framework (specific actions for the six-month duration of the contract, with a view to a longer programme of work for the year)
- Show indicative inputs

Progress report:

- Monthly progress report to summarize progress made, emerging issues and next steps.
- At the end of the completion of every six-months of the contract, a summary progress report shall be presented to the Mitigation Working Group, Tile Til Eo committee, and Director of NEO
- Analysis of progress toward priority outputs

- Analysis of key risks or issues that have affected the delivery of planned tasks and any other relevant issues

Completion report:

- At the end of the initial 12-month contract, a summary report shall be presented to the Director of NEO and the Mitigation Working Group
- Overall judgement of the success of the role to date and recommendations for the future of this role (including update planning and milestones for the extension of the assignment if required).

VI. Key Terms and conditions

- The contract covers fees, living expenses, mobilization and de-mobilization allowances.
- The Consultant is responsible for making all deployment arrangements – travel, medical, insurance, accommodation, passport, visas, banking, tax department requirements, shipping, storage and transfer of personal effects, etc.
- The Consultant is expected to work five days per week and eight hours per day. In addition to weekends and public holidays, the Consultant is entitled to earned leave, sick leave and compassionate leave as per the leave policy of RMI. The Contractor is expected to keep a record of days worked and submit monthly time sheet.

VII. CLIENT'S INPUTS

- The NEO will assist the Energy Advisor to secure and reimburse the costs of all permits, licenses and the like as may be necessary and directly related to his/her engagement.
- The NEO will provide access to information and data and assist for organizing field visits and meetings with counterpart agencies as needed. Travel and per diem costs will be reimbursed.
- The NEO will assist the Advisor in securing a suitable furnished housing in close proximity to the workplace.
- The NEO will provide the Advisor with suitable office facilities and equipment within the NEO office.

VIII. DURATION, LOCATION, CONDITIONS

The duration will be for 12 months with the opportunity to extend based on performance and the approval of financing from the World Bank. The position would be subject to a probationary period of three (3) months. The position is a full-time position based at NEO office in Majuro, Republic of the Marshall Islands.

IX. DESIRED SKILLS, QUALIFICATIONS AND EXPERIENCE

- A Bachelor's degree(s) in engineering, energy management or other related fields is required; Advanced degree in energy policy, earth and environmental science policy, energy/environmental law, mineral resources, and/or public policy in addition to Bachelor's in engineering is desirable.
- At least ten (10) years of relevant experience in energy and environment policy development issues in developing countries; experience in working in the pacific region highly desirable.
- Experience working with development partners such as WB, ADB, JICA, EU/EIB highly desirable;
- Experience in working with multiple stakeholders in a public sector institutional environment highly desirable.