



**REQUEST FOR EXPRESSIONS OF INTEREST
(INDIVIDUAL CONSULTING SERVICES)
Final Project Evaluation**

Loan No: 4676/BL-GY

The *Government of Guyana* has received financing from the Inter-American Development Bank (IDB) towards the cost of the **Energy Matrix Diversification and Strengthening of the Department of Energy (EMISDE)** programme **and** intends to apply a portion of the proceeds for consulting services under the contract for which this **Expression of Interest** is issued.

The Consultant will assess the extent to which the programme has achieved its main objective and expected outcomes at the time of the final review. Additionally, the final evaluation will also propose recommendations to enhance the project's relevance, effectiveness, efficiency and impact with a view to ongoing and future activities until the end of project implementation. The duration of the consultancy is one hundred and twenty (120) days commencing **November 2024**.

The detailed Terms of Reference (TOR) for the assignment can be downloaded from the GEA's website at www.gea.gov.gy. Additional information can be obtained by email at gea@gea.gov.gy from 09:00hrs – 15:00hrs, Monday to Friday.

The GEA now invites eligible Individual Consultants ("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.

A consultant will be selected in accordance with the appropriate procurement method or procedures set out in the Consultant Policies of the Inter-American Development Bank: [Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank](#) GN-2350-9 and is open to all eligible consultants as defined in the policies.

Expressions of Interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) on or before 09:00hrs on **October 8, 2024** clearly marked:

Expression of Interest

Final Project Evaluation (EMISDE)

Guyana Energy Agency

295 Quamina Street, South Cummingsburg

Georgetown, Guyana

Tel: 592-226-0394 ext 241

EMAIL: gea@gea.gov.gy

Annex 2:



TERMS OF REFERENCE

GUYANA

LO-4676/BL-GY

**ENERGY MATRIX DIVERSIFICATION AND INSTITUTIONAL STRENGTHENING OF
THE DEPARTMENT OF ENERGY (GY-L1066)**

INDIVIDUAL CONSULTANT TO CONDUCT FINAL PROJECT EVALUATION

I. BACKGROUND AND CONTEXT

1.1 The Government of the Co-operative Republic of Guyana has received financing to support Guyana's evolving energy sector. The total estimated budget is US\$25,110,000, of which US\$21,160,000 will be financed by the IDB from the OC/COC resources and US\$3,950,000 with counterpart resources for the procurement of goods, works, related services and consulting services.

1.2 The main objective of the EMISDE Program is to support Guyana's evolving energy sector by: (i) investing in sustainable/cleaner energy solutions to diversify the energy matrix in the Hinterland while contributing to climate change mitigation; (ii) investing in the reinforcement of transmission infrastructure to improve reliability and stability of the Demerara-Berbice Interconnected System (DBIS); and (iii) strengthening the Department of Energy (DE) to develop a regulatory framework and improve institutional capacity and governance of the Oil and Gas (O&G) sector.

1.3 Component 1- Renewable Energy solutions for the Hinterland:

Is implemented by the Guyana Energy Agency (GEA) and addresses the energy diversification policy goals of the Government of Guyana and will finance the investment of solar technology in three townships, by means of the installation of solar PV-tied mini-grid systems in Bartica (1.5 MW), Lethem (1.0 MW), Mahdia (0.65 MW), and the implementation of a storage capacity to manage intermittence of these sources. With the commissioning of Bartica, Lethem and Mahdia solar farms, a reliable electricity source is provided to the expanding needs of

power supply in these communities. These investments have incorporated a pilot smart metering initiative that provides a technological advancement in the operation of the distribution grid. Additionally, the component incorporated a gender focus intervention with the development of productive uses of electricity.

- 1.4 To this end, the Guyana Energy Agency (GEA) requires the services of an Individual Consultant to conduct a final evaluation of the project in accordance with this Terms of Reference and in keeping with the Special Conditions of Execution of Component 1: Renewable Energy Solutions for the Hinterland.

II. OBJECTIVE

The objective of this Consultancy is to conduct the final project evaluation of **Component 1: Renewable Energy Solutions for the Hinterland** under the (EMISDE) Program.

This evaluation will (i) assess the project achievements made in fulfilling the targets of the Results Matrix; (ii) the degree of compliance works with the environmental requirements and specifications, as established in the programs' ESMPs and according to the guidelines of the IDB Social and Environmental policies (ESMR); (iii) the degree of compliance with the obligations established in the loan contract; (iv) the effectiveness of the monitoring and evaluation system; and (v) lessons learned and provides recommendations for the design of future projects.

III. SCOPE OF WORK

To achieve the objectives of the consultancy, the individual consultant will perform at the minimum the following activities:

- 3.1. Review and assess the programme activities in fulfilling the targets of the Results Matrix and approved workplan. Particular attention is to be paid to the Logical framework indicators (and to its translation into the IDB Project Monitoring Reporting system);
- 3.2. In cooperation /collaboration with the Project Coordinating Unit, examine the overall progress and compliance with the obligations established in the loan contract and the extent to which the performance indicators have been fulfilled. Verify compliance with the performance indicators for each year, as per the Program Results Matrix and the general progress made in program execution of Component 1 of the program;
- 3.3. Assess the degree of compliance works with the environmental requirements and specifications, as established in the programs' ESMPs and according to the guidelines of the IDB Social and Environmental policies (ESMR);

- 3.4. Assess the effectiveness of the monitoring and evaluation system and make recommendations where applicable;
- 3.5. Assess if the procurement procedure utilized by the PCU has been in compliance with IDB policies;
- 3.6. Update the risk analysis matrix using the original risk matrix based on the assessment and main findings of the program's progress;
- 3.7. Assess the communication mechanisms among the different stakeholders involved including the contractors (or subcontractors), the Executing Agency and the local community on project status, progress, milestones, deliverables and performance;
- 3.8. Assess and report on quality assurance and quality control using appropriate project management tools and techniques to evaluate how the project deliverables meet stipulated technical requirements and expectations; and make recommendations where applicable;
- 3.9. Draw on lessons learned and recommendations for improving future programs.

The Project Completion Report should conform to the Inter-American Development Bank Guidelines for completing Project Completion Reports. The consultant should also take into account the guidelines contained in Bank documents on monitoring Projects during execution.

IV. SUPPORTING RESOURCES

Materials and other supporting resources to be provided to the Consultant by the Executing Agency may include but not limited to any or all of the following:

- 4.1. Loan Proposals
- 4.2. Loan/Grant Agreements
- 4.3. Semi-annual reports
- 4.4. Mid-term Evaluation Report
- 4.5. Contract documents
- 4.6. Annual Operating Plans
- 4.7. Design reports inclusive of drawings
- 4.8. Procurement Plans

- 4.9. Consultant reports of different consultancies implemented to date
- 4.10. Monitoring Reporting Systems

V. EXPECTED DELIVERABLES

5.1. The consultant will submit the following deliverables:

- 5.1.1. An Inception Report with detailed Work Plan for the Consultancy Service;
- 5.1.2. Draft Final Evaluation Report of the Energy Matrix Diversification and Institutional Strengthening of the Department of Energy (EMISDE) Program;
- 5.1.3. Final Evaluation Report of the Energy Matrix Diversification and Institutional Strengthening of the Department of Energy (EMISDE) Program.

5.2. The consultant shall be expected to provide for the program the following information:

- 5.2.1. A written intermediate report on the findings on project deliverables as they relate to scope, schedules, milestones, conflicts, and lessons learned, among others;
- 5.2.2. The state of compliance with the performance indicators for each year, and the general progress made in program execution;
- 5.2.3. A list of current issues that have delayed program execution, including an analysis of the current communication system among different parties;
- 5.2.4. A list of proposed recommendations and costs on how to address those issues;
- 5.2.5. A description of the technical compliance of the field works executed on site;
- 5.2.6. Electronic submission (email, CD, USB flash drive) of the final report shall be acceptable, in addition to three (3) hard copies.

VI. CHARACTERISTICS OF CONSULTANCY

6.1. **Type:** Short-term Individual Consultancy

6.2. **Duration of the assignment:** The level of effort is expected to be **35 days** working days over one hundred and twenty (120) days duration starting in **November, 2024**.

6.3. **Place of work and mission:** The consultant will work from his/her office and when required in the field.

VII. QUALIFICATIONS

- 7.1. The consultant must hold a Master's Degree in Public Administration, Economics, Public Policy and Project Management or related field.
- 7.2. A minimum of ten (10) years of working experience in the monitoring, analysis and preparation of evaluation reports and strategic planning and review, preferably in solar plant construction and environmental and social impact.
- 7.3. Practical experience in conducting results-based evaluations, assessments, mid-term reviews or final evaluations of projects and programmes in Guyana and on IDB funded projects would be an asset. This experience would be preferable in the context of projects financed and standards sets by multi-lateral agencies and in emerging and developing countries.
- 7.4. Core and Technical Competencies: Advanced understanding of data-collection methodologies and data analysis process. Good analytical and communication skills. Good command of the English language is required. Knowledge of local dialects might be necessary for consultations. Ability to plan, organize and meet goals in a timely manner. Ability to multitask and respond to multiple demands and changing priorities. Pro-activity and motivation. Ability to work under minimal supervision when necessary.
- 7.5. The consultant shall be a Citizen of an IDB or EU member country and fluent in both written and oral English.

VIII. PAYMENTS

Payments shall be scheduled as follows:

- 8.1. 20% upon submission and approval of the Inception Report and Work Plan for the Final evaluation;
- 8.2. 40% upon submission and acceptance of the Draft Final Evaluation Report, which will incorporate all the comments from the Project Coordinating Unit made to the Draft version of the document;
- 8.3. 40% upon submission and acceptance of the Final Evaluation Report.

IX. COORDINATION AND SUPERVISION

- 9.1. The consultant shall report to the Chief Executive Officer or any other representative of the Guyana Energy Agency, on all matters relating to the execution of this assignment.

9.2. All reports shall be reviewed and granted the no-objection from the Inter-American Development Bank.