

Invitation to Expression of Interest

Country:	Ukraine
Sector:	Municipal and environmental infrastructure
Project title:	NEFCO NIP Ukraine Water Programme
Contract type:	Consulting services, Capacity Building and Water Safety Planning Programme
Issue date:	28 June 2019
Closing Date:	30 August 2019, 12:00 hrs Finnish time

1. NEFCO and the Neighbourhood Investment Platform of the European Union (NIP) have developed an investment programme for modernisation of water infrastructure in Ukraine called the “NEFCO NIP Ukraine Water Programme”. The aim of the programme is to blend funds from the NEFCO investment Fund with interest subsidy and investment grant from NIP in order to finance small and medium sized projects in approximately ten cities.

Simultaneously with the investment programme a Capacity Building and Water Safety Planning Programme will be implemented.

2. The Client now invites expressions of interest ("EoIs") to provide the consulting services described in this Notice and (hereinafter called the “Services”):

Following this invitation for Expressions of Interest, a shortlist of qualified firms will be formally established on the basis of the shortlisting criteria set out in this Procurement Notice. Only the shortlisted consultants will be **invited to submit proposals**.

3. A shortlist of qualified firms will be established in accordance with the policies of NEFCO (https://www.nefco.org/wp-content/uploads/2019/04/NEFCO_Procurement-Guidelines_12122013_0.pdf) and this procurement notice.

4. Executing Agency (Client):

NORDIC ENVIRONMENT FINANCE CORPORATION (“NEFCO”)

Postal address:

Fabianinkatu 34

P.O. Box 241

FI-00171 Helsinki

Finland

The Client Contact Person:

NEFCO Responsible: Amund Beitnes, e-mail amund.beitnes@nefco.fi
Amund Beitnes, Senior Investment Manager
Tel: +358 (0)10 618 0658
E-mail: amund.beitnes@nefco.fi

All communications and all Expressions of Interest shall be sent by E-mail to the Contact Person above.

5. Assignment Description:

The Client now intends to establish a shortlist of qualified and competent consultants, with a view to inviting proposals from the shortlisted consultants, in relation to the Assignment.

Approximately 10 cities are involved in the Ukraine Water Modernisation Programme (UWMP) with main objective as following:

- Substantially improve energy efficiency in municipal water & wastewater systems resulting in cost savings and corresponding reduction of CO₂ emission;
- Decrease environmental pollution by improving municipal WWTPs; and
- Improve quality of water services to citizens.

The Capacity Building and Water Safety Planning Programme (CBWSPP) Consultant's main objective will be to facilitate and support the cities involved in the UWMP to achieve the above-mentioned objectives.

The selected Consultant is expected to provide the following services:

- 1) Preparation of **Water Safety Plan** following the WHO guidelines
- 2) Development together with water utilities a **Strategic Investment Plan** to achieve the following goals: (i) fulfilling the EU standards in water and wastewater services; (ii) ensuring the sustainability in water supply and wastewater services and (iii) reducing operation and maintenance costs
- 3) **Financial Modelling** of the water utility to assist the company to understand: (i) influence of the Strategic Investment Plan to tariffs and other financial performance indicators and to give feedback to strategic investment planning and (ii) when self-sustainability in financing the investments can be reached.
- 4) Assistance to water utilities in development of **Water Balance** and **Non-Revenue Water Management Plan**, and performance of **Additional Investigations and Measures** for further development of these plans.
- 5) Provision of **Training** of the water utilities staff to ensure effective project implementation as well as to improve capacity in finance administration and management. While most of this shall be done on the job in direct daily contact with the Utilities teams (use of Financial model in particular), the Consultant will also carry out formal training.

6. Assignment Start Date and Duration: The Assignment is expected to start on in the beginning of 2020. It is envisaged that the assignment will last for two years and will require ongoing Consultant's support and interaction with the water utilities.

7. Cost Estimate for the Assignment: EUR 1,500,000 (exclusive of VAT).

Subject to availability of funding, the performance of the selected Consultant and the specific needs of the Client the Assignment may be extended beyond the current scope.

8. Eligibility: There are no eligibility restrictions based on the consultant's country of origin, unless the firm or individual has been declared, and remains, as at the relevant date, ineligible pursuant to the NEFCO Board Resolution on Fighting Corruption (NEFCO Board Resolution on Fighting Corruption is accessible at [https://www.nefco.org/wp-content/uploads/2019/04/NEFCO Board Resolution on Fighting Corruption 2007.pdf](https://www.nefco.org/wp-content/uploads/2019/04/NEFCO_Board_Resolution_on_Fighting_Corruption_2007.pdf)).

A consultant cannot be awarded the contract if the consultant has been convicted of an intentional crime, or an affiliate of the consultant has been convicted of an intentional crime, and any such criminal conviction is final in the relevant national jurisdiction, with no more than ten years having lapsed between the date on which the criminal conviction became final and the date of eligible assessment, and the Bank concludes that the judicial proceedings provided for adequate due process acceptable to the Bank."

9. Consultant Profile: Corporate development services are required. The Consultant should ensure that the qualified experts are available, as required, for each of the different tasks outlined above. It is expected that the assignment will be led by a qualified Project Manager with experience in the water sector and in implementing the key areas of this assignment, accompanied by both key and supporting experts. It is expected that short time input by key international experts be combined with local/regional expert input.

The Consultant's expert team is expected to include **key experts** as follows:

- a) **Key Expert No 1:** Team Leader / Water Utility expert with preferably 15 years of previous professional experience in municipal water and wastewater sector in countries with similar conditions to Ukraine.
- b) **Key Expert No 2:** Financial Expert with preferably seven years of previous professional experience in implementation of a corporate development programs in municipal water and wastewater sector
- c) **Key Expert No 3:** Water Safety Expert with preferably five years of previous professional experience in preparation of a water safety plans in municipal water and wastewater sector
- d) Pool of Additional Non-key and Local Experts to conclude all other fields of expertise to successfully conclude the Assignment.

10. Submission Requirements: In order to determine the capability and experience of Consultants seeking to be shortlisted, the information submitted should include the following:

- (i) Company/group of firms' profile, organisation and staffing (max 4 pages) and details of previous **project experience** or similar assignments particularly undertaken in the previous five years, including information on contract value, contracting entity/client, project location/country, duration (mm/yy to mm/yy), expert months provided (if different from duration) , main activities, objectives. (Form TECH-2)

- (ii) CVs of **key experts** (max 4 pages) who could carry out the Assignment detailing qualifications, experience in similar assignments, particularly assignments undertaken in the previous five years, including information on contracting entity/client, project location/country, duration (mm/yy to mm/yy), expert months provided, assignment budget, main activities, objectives. (Form TECH-6)

The Consultants may use the templates provided in the Forms document provided here [https://www.nefco.org/wp-content/uploads/2019/06/NEFCO_NIP_Standard-Forms.docx] or other forms which substantially contain the same information.

The expression of interest shall not exceed 20 pages (excluding CVs).

The complete expression of interest (including CVs, Consultant Declaration and Contact Sheet) should be submitted, **in English via e-mail (pdf) to the Client's contact person**, to reach the Client not later than the closing date/time. The Expression of Interest **shall be one file** (not exceeding 10 MB). The Client reserves the right to reject submissions that are not in line with these requirements.

Expressions of Interest received after due time may be rejected.

Important Notes:

- a) Following this invitation for expressions of interest, a shortlist of qualified firms will be formally invited to submit proposals. Consultant selection and contracting will be subject to availability of funding.

11. Shortlisting Criteria: All responses to this Procurement Notice will be assessed based on the following Shortlisting Criteria:

- a) Firm's previous project experience in corporate development programmes in municipal water and wastewater sector – 20 %;
- b) Firm's previous experience in preparation of Water Safety Plans for municipal water utilities - 10 %;
- c) Firm's previous experience in Non-Revenue Water Management for municipal water utilities - 10 %;
- d) Firm's previous experience in projects in Ukraine or other former Soviet Union Country – 10%;
- e) CV of Key Expert No 1: Team Leader / Water Utility expert – 20%;
- f) CV of Key Expert No 2: Financial Expert – 10%;
- g) CV of Key Expert No 3: Water Safety Expert – 10%;
- h) Local Experts – 10%.