



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 30/06/2021

Country: RWANDA

Description of the assignment: National Consultant to conduct a rapid assessment of economic and social impact of covid-19 pandemic on gender equality and women's empowerment in the energy sector

Project name: Promoting Gender Accountability in the Private Sector in Rwanda

Period of assignment/services: 45 working days counted from the date of contract signing by both parties.

Proposal should be submitted by email to offers.rw@undp.org no later than **Wednesday, July 14, 2021** at the following address:

United Nations Development Programme
KN 67 Street No 4; P.O Box 445, Kigali
Attention: Mbasa Rugigana - Head of Procurement
Tel: +250590400, Fax: +25025276263

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. UNDP Rwanda will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

Maxwell Gomera

UNDP Resident Representative

1. BACKGROUND

The Government of Rwanda through the NST1 has set a target to reach 100% electrification rate by 2024 since access and use of energy is vital for improved livelihood both for rural and urban development and also enhances business development, investment and income growth among Rwandans.

In addition, the government intends to halve the number of households depending on firewood as a source of energy for cooking from 79.9% (2016/17) to 42% by 2024 through promoting the use of alternative fuels such as cooking gas and biogas.

In accordance with its mandate of ensuring adherence to gender equality principles across public and private sectors, civil society and faith-based organizations, the Gender Monitoring Office (GMO) through its five-year Strategic plan 2017-2022, endeavors to ensure accountability to gender equality is well positioned into policies and programs of different sectors and at different levels. In response to the challenges caused by Covid-19 pandemic, the Government of Rwanda has embarked on and devised an economic recovery plan through which many sectors of development will be economically resuscitated including the Energy Sector. Through this plan, the Government of Rwanda intends to have 350,000 households connected to the grid while 100,000 households will be connected using off-grid solutions during the Fiscal year 2020/21. However, it is silent about the gender aspect in the energy sector.

It is with this background that GMO in partnership with UNDP would like to hire a consultant to conduct a rapid assessment of gender status in the energy sector in line with the national COVID-19 economic recovery plan. The assignment will ascertain the gender needs and how the planned interventions will respond to them.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

The rapid assessment of the impact of COVID-19 pandemic on gender equality and women's empowerment in energy Sector will provide quantitative and qualitative information, sex disaggregated data and analysis on effects imposed by the pandemic on transport sector. The source of data includes among others; MININFRA, REG, Energy companies and other stakeholders intervening in the energy sector. In terms of timing, the assignment will cover a period from March 2020 up to date.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Education

Post-graduate degree in Gender and Development Studies, Social Works and Social Administration, Law, International Relations, Public Policy Analysis Economics, or any other related field.

Professional skills

-An in-depth knowledge and understanding of gender related research in the energy sector is desired.

-At least 5 years' relevant experience carrying out related assignments at both national, regional and international levels.

- Demonstrated knowledge of national, international gender commitments, policy and legal frameworks related to the energy sector.
- Possess strong teamwork spirit, leadership, and facilitation skills and able to work under minimum supervision while maintaining a high level of accuracy.
- Should have strong analytical skills in gender and energy with coordination and supervision capacities.
- Proven excellent communication and writing skills in English and Kinyarwanda. Knowledge of French is an added advantage.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal:

- (i) Explaining why they are the most suitable for the work
- (ii) Provide a brief methodology on how they will approach and conduct the work (if applicable)

2. Financial proposal

3. Personal CV including past experience in similar projects and at least 3 references

5. FINANCIAL PROPOSAL

Lump sum contracts

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable deliverables. Payments are based upon outputs.

The financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

Travel

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station. UNDP does not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed

6. EVALUATION

Individual consultants will be evaluated based on the following methodologies:

Cumulative analysis

The award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- a) responsive/compliant/acceptable, and*
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.*

* *Technical Criteria weight; [70%]*

* *Financial Criteria weight; [30%]*

Only candidates obtaining a minimum of 70% points will be considered for the Financial Evaluation

7. SELECTION CRITERIA

Criteria	Weight	Max. Point
Technical		
Post-graduate degree in Gender and Development Studies, Social Works and Social Administration, Law, International Relations, Public Policy Analysis Economics, or any other related field.	20 %	20
An in-depth knowledge and understanding of gender related research in the energy sector	15%	15
A strong and clear methodology to conduct the assignment and achieve expected results	10%	10
Demonstrated knowledge of national, international gender commitments, policy and legal frameworks related to the energy sector	10%	10
Possess strong teamwork spirit, leadership, and facilitation skills and able to work under minimum supervision while maintaining a high level of accuracy	20%	20
Should have strong analytical skills in gender and energy with coordination and supervision capacities.	10%	10
Proven competencies in research and facilitation skills, analytical work as well as ability to multi-task, deliver on time, meet tight deadlines and work with limited supervision.	10%	10
Proven excellent communication and writing skills in English and Kinyarwanda. Knowledge of French.	5%	5
TOTAL	100%	100

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANNEX 3- OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY