Dear Sir/Madam,

MEII is seeking a qualified consultant to conduct a renewable energy (RE) and energy efficiency (EE) market needs assessment in Palestine. Interested consultants are kindly requested to submit a proposal no later than the closing date mentioned on the front page and in accordance with the terms and conditions of the following:

1. Background

The Middle East Investment Initiative (MEII) is a non-profit organization that leverages public and private resources to deliver finance and technical assistance programs in order to stimulate sustainable economic activity and long-lasting job creation in the Middle East and North Africa.

Since 2007, MEII has managed several loan guarantee facilities to better assist SME’s gain access to finance, along with technical assistance programs that encourage financial literacy by working one-on one with SMEs.

MEII, in collaboration with the Swedish International Development Cooperation Agency (Sida), is considering to establish a new loan guarantee facility and technical assistance program for RE and EE (REF) in Palestine. The objective of the REF will be to support SME access to finance investments in RE and EE equipment, in addition to promoting the benefits of investing in RE and EE technologies to engage the local community.

MEII has developed a draft proposal: Renewable Energy Guaranty Facility (REF), Statement of Work (SoW), Draft May 2019. In addition, there are important background documents/reports of relevance for this assignment developed by Palestinian institutions, donors and other actors in the sector.

2. Purpose:
The purpose of this assignment is to conduct a RE and EE market needs assessment in Palestine and assess the viability of the business model as described in MEII’s draft proposal. The results of the assignment should be presented in a form that directly can be used in a revision of a project document.

3. **Deliverable:**
   
   **Terms of Reference:**

   **Market and institutional issues:**
   - Present an overview of the market, including on-going investments and plans.
   - Provide an overview and assessment of the Palestinian RE and EE sectors, including the legal and regulatory environment and efficiency of its implementation.
   - Assess constraints, including financial, technical and regulatory (e.g. permissions/licenses and net metering), for SMEs and households that impede their ability and willingness to invest in RE and EE technologies on a retail basis, and provide recommendations on how to facilitate investments in RE and EE systems.
   - Identify key stakeholders actively engaged in developing the RE and EE sectors.
   - Summarize the risk environment for SMEs and banks and a summary of the willingness to take risks, possible risk sharing and mitigation.
   - Assess market demand of SMEs for RE and EE systems and services, including capacity and the potential target group/customers in the market.
   - Assess the viability of the suggested business model.

   **Technical issues:**
   - Assess any constraints for availability and capacity in the electricity grid in Palestine for grid-connected solar PV of the size targeted by the REF.
   - Assess technical issues in the interconnected Israeli/Palestinian electricity network that are of importance for the ability of the network to receive intermittent power production like grid connected solar power. If relevant, assess the potential impact on the market for such power sources of the size targeted by the REF.
   - Assess the availability of space on roof-tops and access to land to install solar PVs in different parts of Palestine.
   - Assess e-waste handling systems for management of e-waste in Palestine related to solar power (electronic/electrical waste, batteries etc.).

   **Capacity issues and need for technical assistance:**
   - Briefly assess the technical, financial and business/market capacities of EPCs, SMEs and banks engaged in the RE and EE sectors.
   - Assess the need for capacity building and provide recommendations on type and extent of required TA to banks, SMEs and possibly EPCs.
   - Assess capacity for sustained operation, maintenance and after sales services.
   - Comment on the quality and availability of RE and EE equipment, spare-parts and services in Palestine.
   - Are financial intermediaries willing to finance RE and EE equipment and do they have the technical capacities and experience to do so?

   **Development issues:**
- Gender, e.g. how to promote female managed SMEs generally and in training, gender disaggregated data in planning, implementation and follow-up, etc.

Cooperation with and/or coordination with other actors:

- Palestinian and other Governmental agencies.
- International donor agencies (WB, AFD/Sunref, UNIDO, EU, Norway and possibly others).
- Possible role of civil society organizations e.g. to promote public awareness.

Risk identification and possible mitigation:

- Identify key risks related to the suggested business model and suggest mitigation measures.
- Overlaps with other programs that may impact the demand for the program.
- Access to the program among the various beneficiaries (transparency).
- Dependence on building licensing, imports, political interference etc.
- Corruption risks / anti-corruption measures.
- Risks of conflicts and possible need for conflict prevention.
- Any other major risks not sufficiently addressed by the program.

Other issues:

- Comment on the institutional set-up including roles, responsibility and capacity of involved actors.
- Comment on the results framework and possible need for revision.
- Comment on potential and need for adaptation to climate change and mitigation of CO2.

4. Proposal:

The Consultant’s proposal should clearly indicate the level of effort, cost estimate including budget, and technical approach for conducting the assessment. In addition, the technical qualifications and/or experience in the RE and EE sectors should be clearly highlighted. In light of the security situation, MEII appreciates that travel to Gaza may not be possible, and that the needs assessment methodology for Gaza may differ from the methodology used for the West Bank.

The proposal should also include Annex 1.

5. TIMING

The field work should take place during December 2019. Draft report needs to be submitted by the middle of January 2020.

6. REPORT

The report should be written in English and should be no more than 15 pages excluding annexes. The report should include an executive summary, methodology, findings, recommendations, plus annexes of all persons interviewed, and meeting notes.

7. Cost of proposal
The Consultant shall bear all costs associated with the preparation and submission of his/her proposal. MEII shall not be responsible or liable for such costs, regardless of the outcome and selection process for this RFP.

8. Eligibility and qualification requirements

All local and international consultants with relevant experience in energy market analysis, RE and EE, including experience related to economic empowerment, poverty reduction via REF are welcome to submit a proposal.

Interested consultants are expected to include a CV and section highlighting their experience with the sector.

Previous work experience and/or consulting assignments that are similar or relevant to this RFP should be included as annexes to the proposal.

The consultant must be independent from the assessment object, and have no stake in the outcome of it.

9. Validity

Proposals must remain valid and open for acceptance for no less than 30 days after the closing date.

10. Submission of proposals and closing date

Proposals must be received at the address mentioned on the front page in a hard copy, or via email no later than the closing date as specified on the front page.

11. Evaluation of Proposals

The evaluation method will be based on both quality and price selection. A two-stage procedure shall be utilized in evaluating the proposals; technical and financial evaluations.

Proposals will be ranked according to their combined technical ($T$) and financial ($F$) scores using the weights of 60% for the Technical Proposal; and 40% for the offered price.

a. Technical evaluation

For the evaluation of the technical proposals, the MEII will take the following criteria into consideration, with the indicated weights:
<table>
<thead>
<tr>
<th>Expertise of the Consultant submitting proposal</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Experience in the RE and EE, sector in particular solar rooftops.</td>
<td>17</td>
</tr>
<tr>
<td>2 Experience in EE and energy market analysis and business models</td>
<td>16.5</td>
</tr>
<tr>
<td>3 Experience in financing RE and EE initiatives in Palestine and/or the Middle East and North Africa.</td>
<td>16.5</td>
</tr>
<tr>
<td>4 Experience working with international donor agencies and/or development finance institutions.</td>
<td>12.5</td>
</tr>
<tr>
<td>5 Efficiency and effectiveness of the proposed methodology that will be used for this assessment.</td>
<td>12.5</td>
</tr>
<tr>
<td>6 Experience in similar projects, including experience in qualitative data analysis and research methodology.</td>
<td>12.5</td>
</tr>
<tr>
<td>7 Consultant profile, Communication skills and report writing.</td>
<td>12.5</td>
</tr>
<tr>
<td><strong>Total Technical Score</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

**b. Financial evaluation**

Each proposal will be given a financial score. The lowest Financial Proposal (Fm) will be given a financial score (Sf) of 100 points. The formula for determining the financial scores will be the following:

- \( Sf = 100 \times \frac{Fm}{F} \), in which.
- \( Sf \) is the financial score.
- \( Fm \) is the lowest price and.
- \( F \) is the price of the proposal under evaluation.

**12. Award**

MEII will award the assignment to the Consultant whose proposal has been determined to be substantially responsive to the RFP and which has obtained the highest overall score. Upon selection of the Consultant, MEII shall enter into a contractual agreement through a Service Agreement.
## ANNEX 1:

### PROPOSAL SUBMISSION FORM

<table>
<thead>
<tr>
<th>CONSULTANT OR COMPANY INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company /Consultant (legal name)</td>
</tr>
<tr>
<td>Street name and building no.</td>
</tr>
<tr>
<td>City</td>
</tr>
<tr>
<td>Postal code</td>
</tr>
<tr>
<td>Country</td>
</tr>
<tr>
<td>Phone no./Mobile</td>
</tr>
<tr>
<td>Email</td>
</tr>
<tr>
<td>Website</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GENERAL COMPANY INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year of establishment / experience</td>
</tr>
<tr>
<td>Countries of Experience</td>
</tr>
<tr>
<td>Number of full time employees</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>REFERENCES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and country of customer</td>
</tr>
<tr>
<td>Type of contract</td>
</tr>
<tr>
<td>Value</td>
</tr>
<tr>
<td>Contact name</td>
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<tr>
<td>Phone/fax and email</td>
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</tbody>
</table>
