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General information

a. Brief information on the project

The Government of Grenada and the German Development Cooperation Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) are jointly implementing a project component for the project "Cool Contributions fighting Climate Change II" (C4 II) in Grenada. The project is financed by the German Federal Ministry for the Environment, Nature Conservation, Nuclear Safety and Consumer Protection (BMUV) under its International Climate Initiative (IKI).

The global project C4 II is a continuation of the IKI project "Cool Contributions fighting Climate Change" and assists policymakers in designing and implementing national mitigation strategies for the refrigeration and air-conditioning (RAC) sector to meet the increasing ambition levels expected in revised Nationally Determined Contributions (NDC).

The improved framework conditions will encourage the use of energy-efficient RAC equipment and environmentally friendly natural refrigerants as well as blowing agents. These measures will, in turn, lead to realizing a more climate-friendly RAC development pathway.

b. Context

In 2020, the collaboration between the National Ozone Unit (NOU) of Grenada and GIZ, through the project Cool Contributions fighting Climate Change (C4) completed the first [Greenhouse Gas Inventory for the RAC Sector in Grenada](#). Moreover, a [National Cooling Action Plan \(NCAP\) for Grenada](#) has been developed to assist the country in meeting its obligations under the Kigali Amendment to the Montreal Protocol on substances that deplete the ozone layer.

The update of the RAC greenhouse gas (GHG) inventory will build on improving the transparency, accuracy, completeness, comparability, and consistency (TACCC) of the initial GHG inventory. However, considering the increased level of ambition expected from Grenada's NDC, there is a need to expand the inventory to cover the life cycle of equipment and refrigerants in the RAC sector. Further, the development of a Measurement, Reporting and Verification (MRV) system with mandatory reporting obligation of RAC equipment importers and users is supported by this assignment. To this end, the feasibility of an operators' registry will be explored, in terms of affected entities and additional burden. Likely, the scope of a possibly mandatory registry will be linked to the CO₂ equivalent of the refrigerant combined with a logbook on maintenance activities involving refrigerant charge an loss.

Since the last GHG inventory, significant changes in policy and regulations related to the RAC sector were updated. For instance, minimum energy performance standards were introduced in the CARICOM region and the Kigali Amendment was ratified.

Through the continued partnership of the NOU and GIZ, a consultancy is being proposed to develop an updated GHG inventory for the RAC sector in Grenada, an updated National Cooling Action Plan for Grenada and the potential implementation of an operator's registry. In close consultation with the NOU, the consultancy is expected to list the gaps from the prior RAC GHG inventory, the areas/data prioritized to be updated and determine the risk and challenges that may be encountered in the conduct of the actual secondary and primary data collection that is necessary to ensure an efficient and robust data collection.

The consultant shall give an overview of the current measurement, reporting and verification system or process for the RAC sector in consultation with the NOU and shall draw recommendations on how to institutionalize the process of data collection and analysis for future NDC processes in line with the [RAC measurement, reporting and verification \(MRV\) handbook](#).

- c. GIZ shall hire the contractor for the anticipated contract term, from Monday, May 20th, 2024, to Sunday October 20th, 2024.
- d. The contractor shall provide the following work/service:

1. Status Quo Analysis of NCAP implementation

- Summarize the changes in policy and regulations related to the RAC sector, especially with regards to the recommendations listed in the National Cooling Action Plan for Grenada, such as
 - Current appliances efficiency and labels for refrigerators and room air conditioners
 - Current status and plans for building performance standards and renovation rate
 - Refrigerant standards and regulations
 - Current status and plans with green public procurement
 - Current status of financial support policies
 - Required capacity (regarding technology) for implementation.

2. Completion of the GHG Inventory Data Source Grid (Annex A) and recommendations on institutionalizing MRV for the RAC sector specifically:

- Provide a methodology for data collection used for the inventory update including:
 - Review data sources from regulatory databases as used in the initial RAC inventory.
 - Current collected information should include current trends of equipment ownership, sales data (if available) and average equipment parameters especially regarding refrigerant choice and energy efficiency performance.
 - The preferred method includes semi-structured stakeholder interviews and representative revisits of selected end-users, e.g. hotels and commercial entities. Use Table 17 (Annex of RAC inventory) as resource.
 - The interview guideline will be developed in close coordination with GIZ team
 - Review assumptions taken for sales and stock estimates of equipment per application as in the initial inventory. Update estimates based on current findings.
 - Review average equipment parameters per application and describe current trends, especially regarding refrigerant choice and energy efficiency performance.
 - Update the description of the RAC subsectors based on existing conditions in Grenada including procurement practices and relevant regulatory framework as applied.
- Identify best in class available technology that is available in Grenada, in terms or refrigerant choice and energy efficiency, especially for mass-produced equipment as domestic refrigerators and split air conditioners.
- Describe current arrangement for access for specific purposes for secondary sources in each subsector, if relevant and identify potential additional data sources;
- Describe current practices in the decommissioning and dismantling of installed RAC equipment in each subsector; and

- Describe disposal practices including activities related to the end-of-life practices (formal and informal) by the RAC subsector, focus on refrigerants and foams.
- Identify current practice of data collection and analysis in the framework of the Montreal Protocol and the United Nations Framework Convention on Climate Change (UNFCCC) and draw recommendations on how to improve and institutionalize a cross-ministerial RAC MRV system.
- Act as resource speaker for workshops among stakeholders related to data collection and analysis.

3. Data collection for operators' registry

As preparatory work for a potential operators' registry of RAC equipment, it is required to estimate the number of equipment that contains hydrofluorocarbon (HFC) refrigerant equivalent to 5 t CO₂eq or more. Using the 4th IPCC assessment report, exemplary charge amounts are given in Table 1. The specific tasks are:

- Define and document the method for estimation, using information collected in the task above
- Assess the subsectors where such equipment is in use
- Estimate the number of affected equipment and describe the operators (public, private, commercial, residential, ...)
- Include estimate in the validation workshop of the task above

Table 1: Exemplary refrigerant charges equalling 5 t CO₂eq, using GWPs of the 4th IPCC Assessment Report

Refrigerant	GWP	kg refrigerant equal to 5 t CO ₂ eq
R134a	1430	3.50
R404A	3922	1.27
R407C	1774	2.82
R410A	2088	2.40

The scope of work for the consulting assignment is summarized below:

Milestones/ Deliverables	Person-Days
Status quo analysis of NCAP implementation	
• Analysis	4
• Short report on findings	2
Completion of the GHG Inventory Data Source Grid (Annex A) and recommendations on institutionalizing MRV for the RAC sector	
• Preliminary Review with GIZ Team	1
• Review and update of secondary data used in first inventory	1
• Review of assumptions used in first inventory	1
• Design of interview guideline used for consultations and pre-selection of interviewees in coordination with GIZ team	2
• Consultation with government departments, stakeholders, distributors and end-user	5
• Dedicated sites visits	3
• Update of subsector data	2
• Validation workshop among data owners and stakeholders	2
• Report Writing	3
Data collection for operators' registry	
• Discuss and document the applied method for analysis of operators	1
• Assess affected subsectors (following the methodology)	1
• Describe and estimate number of equipment, describe operators (outcome of the analysis)	2
Total Person Days	30

Tender requirements

1. Qualifications of proposed staff

1.1. Expert 1:

1.1.1. General qualifications

Education:

- University degree relevant to the assignment (science, engineering, etc.). An advanced degree would be an advantage (Master, PhD)

Professional experience:

- Relevant experience in conducting GHG inventories (facility level or project level) in particular in the RAC sector.
- Ability to adequately describe industrial processes and corresponding product uses and work practices.
- Ability to undertake Focus Group Discussions with key industry stakeholders and other tools to gather detailed information from data sources.
- Competence in undertaking research work and publication of reports in scientific paper would be an advantage.

1.1.2. Experience in the region/knowledge of the country

10 or more years of national/regional experience in Grenada/Caribbean

1.1.3. Language skills

Business fluency in English

3. Specification of inputs

Fee days	Number of experts	Number of days per expert	Comments
• Preparation/debriefing	1	3	
• Implementation	1	27	
Travel expenses	Number of experts	Number of days/nights per experts	Comments
• Per-diem allowance in country of assignment	1	3	Up to USD\$214.93
• Overnight allowance in country of assignment	1	3	Up to USD\$110.72 per night This accounts for traveling to Carriacou by ferry
• Travel costs (train, private vehicle)	1	2	Up to USD\$65.13 This accounts for traveling to Carriacou by ferry

Flights	Number of experts	Number of flights per experts	Comments
• International flights	0	0	
• Domestic flights	0	0	
• CO ₂ compensation for air travel Guidance for GIZ service providers on avoiding, reducing and offsetting GHG emissions (giz.de)	NA	NA	A budget is earmarked for settling carbon offsets against evidence.

4. Other Provisions

Payment Schedule

Payment is contingent on completion of deliverables:

1. **First deliverable - 20%** (Status quo analysis of NCAP implementation) completed within the first month of the start of the contract.
2. **Second deliverable - 30%** (Completion of the GHG Inventory Data Source Grid (Annex A) and recommendations on institutionalizing MRV for the RAC sector) completed within third month of the start of the contract.
3. **Third deliverable - 10%** (Data collection for operators' registry) completed within the fourth month of the start of the contract.
4. **Fourth deliverable - 40%** (Final report) completed within the fifth month of the start of the contract.

GIZ reserves the right to pay within 3-5 business days once the deliverables and receipt of the original final invoice (signed and stamped) have been reviewed and approved. GIZ does not cover third-party bank fees charges.

Discretion

The consultant commits to not disclose confidential information, neither before, nor during, nor after the delivering of the service; The scope of possible disclosures will be discussed with the client and will be limited solely and exclusively to what is strictly necessary for the performance of work. However, the customer will have the permission, if required, to use the work as a professional reference.

External Communication

Publications and media contact will be agreed in advance with the project leader; The consultant is committed to always use the logos of GIZ in the correct format. All official and external communication, before, during and after the consultancy, must be agreed with the project first.

- All studies and documents elaborated within the contract will be made available to the project in digital form for discussion and approval;
- All results must be provided to the project leader in digital version (Microsoft Office) and need to follow the corporate design standards;
- Reasonable changes during the assignment will be agreed in writing in advance between the consultant and the responsible person within GIZ.

Requirements on the format of the tender

The offer should include the following information:

- A technical proposal explaining the concept to conduct the consultancy.
- A signed financial offer covering all costs related to the assignment, including the number of expert days required for the assignment with the respective daily rates. The financial offer should be in USD only.
- Please note that if you send a technical and financial proposal in the same PDF format you will not be considered to next steps.
- An up-to-date version of expert's CV in English language with a maximum of 3 pages.
- A scanned copy of a valid ID e.g. Passport or Driver's licence (both sides).
- All submissions must be made in PDF format.
- Only applicable to **companies**:
 - The certificate of incorporation.
 - The offers must include the stamp of the company.
 - A written confirmation that can issue invoices with a tax receipt number.
- GIZ cannot receive offers via Google Drive, Vimeo or any other file sharing platform.

All submissions must be made electronically in PDF format to the e-mail address:

DO_Quotation@giz.de

**Please submit your proposal by May 12th, 2024,
4:30 pm (16:30 hours) Eastern Caribbean time**

Please make the subject line of your e-mail communication: **"RAC consultant"**.

For questions, contact **do_inquiry@giz.de** by May 5th, 2024.

Please do not contact any GIZ Staff directly. Offers sent directly to GIZ staff must be excluded.