

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES)

Budget reference No: TBA

Project ID No.: IDBZ/IPDR/ PCR-PREPAID METERS ZIMBABWE /18012019

- a) The Infrastructure Development Bank of Zimbabwe (“IDBZ/the Bank”) successfully funded implementation of the first phase of Zimbabwe Electricity Transmission and Distribution Company’s (ZETDC) Prepaid Metering Project in Zimbabwe. Prior to the implementation of the Prepaid Metering Project, ZETDC was running on a conventional deferred payment billing system for electricity consumed. Shortages of manpower to conduct meter readings led to ZETDC billing customers based on estimates which were widely disputed by customers, leading to payment defaults. The unreliable post-paid billing system adversely affected the Company’s revenue collection efforts and its ability to provide an efficient service to customers. ZETDC resolved to migrate from post-paid system to prepaid and smart metering systems as a solution to the operational challenges it was experiencing.
- b) The IDBZ has allocated a budget for the Preparation of a Project Completion Report for the Prepaid Metering Project and intends to apply part of this budget towards payments under the contract for engagement of a Consulting Firm to undertake the assignment.
- c) Project Completion Review (PCR) – The overall objective of the project completion review is to assess, and document overall project implementation performance and the results achieved, for both accountability and learning purposes. The broad objectives of the project completion review are to:
 - assess the relevance of project interventions at the time of project design and prospects of sustainability of project benefits beyond project completion;
 - Assess the effectiveness of project implementation, or the extent to which project objectives were met and to document the immediate results and impacts of project interventions;
 - Review the project costs and benefits; and the efficiency of the overall project implementation process, including IDBZ’s performance;
 - Certify that the project implementation has been completed;
 - Provide a comprehensive account on all aspects of the project at completion, including the determination of any important follow up actions or intervention by the Bank;
 - Identify operational lessons relevant for on-going or future projects; and
 - Lay the groundwork for in-depth evaluation reports and subsequent impact studies.
 - Evaluate societal and macroeconomic benefits that were derived from the project

Shortlisting Criteria

d) Qualifications and experience of the Firm shall include, but not limited to, the following:

- i. Consulting Firms must be professionally registered with relevant Institutions or professional bodies.
- ii. Added advantage for Lead Consulting Firms with at least ten (10) years of relevant experience. Firms must clearly state their years of experience and must clearly indicate similar assignments performed in the past five (5) years.
- iii. Demonstration of the firm’s core business, managerial and technical competence.

e) The Lead Consultant should have the following qualifications:

- i. At least a degree in Electrical Engineering, Project Management and or related field;
- ii. 5 – 10 years of professional experience specifically in project management and leading multi-disciplinary teams in preparing PCRs. Development evaluation and experience in preparing PCRs is an added advantage.
- iii. Proven experience with logical framework approaches and other project planning approaches and information analysis and report writing.
- iv. Excellent communication, analytical and interview skills.
- v. Excellent report writing skills (in English).
- vi. Demonstrated ability to deliver quality results within strict deadlines.

f) The supporting team/ or Consultants should have the following qualifications:

- Bachelor’s degree in Electrical Engineering, Project Management, Economics, Development Finance, Development Economics, Gender, Environmental Science, or related field
- A minimum of 5 years of professional experience
- Proven experience with logical framework approaches and other strategic planning approaches, information analysis and report writing.
- Excellent communication, analytical and interview skills.

- g) The IDBZ now invites eligible consultancy firms to indicate their interest in providing these services. Interested consultants must provide information demonstrating that they are qualified to undertake this assignment (Company profiles and registration documents, Curriculum Vitae, brochures, description of similar assignments, experience under similar environment or conditions, availability of appropriate skills/ experience among staff, etc.). Consultants may constitute joint-ventures where necessary to enhance their capabilities. The IDBZ will shortlist a maximum of six (6) firms, or joint venture companies.

Only the shortlisted firms will be provided with RFPs for submitting technical and financial proposals.

- h) Selection of Consulting Firms shall be through Quality-and-Cost Based selection (QCBS) method.
- i) Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the Public Procurement and Disposal of Public Assets Act [Chapter 22:23] as read with the Public Procurement and Disposal of Public Assets Regulations SI 5 of 2018 as well as the IDBZ “Rules and Procedures for use of Consultants” downloadable from the IDBZ website, www.idbz.co.zw.

ELECTRONIC SUBMISSIONS SHALL NOT BE ACCEPTED

Expressions of Interest must be delivered to the address below on or before 18th January 2018 by 10:00 hrs and clearly labelled as follows: “IDBZ/IPDR/ PCR-PREPAID METERS ZIMBABWE /18012019”

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