

REQUEST FOR EXPRESSIONS OF INTEREST FOR PROVISION OF
CONSULTING SERVICES
(Firms Selection)

Subject	Project completion report for the first phase of Zimbabwe Electricity Transmission and Distribution Company's (ZETDC) Prepaid Metering Project in Zimbabwe
Brief Description	Engagement of Consultants for preparation of a Project Completion Report for the Zimbabwe Electricity Transmission and Distribution Company's (ZETDC) Prepaid Metering Project in Zimbabwe
Proposal Reference Number	IDBZ 39 of 2019

The Infrastructure Development Bank of Zimbabwe (“IDBZ/the Bank”) wishes to engage consulting services for preparation of a project completion report for the 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. 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;
- lay the groundwork for in-depth evaluation reports and subsequent impact studies; and
- evaluate societal and macroeconomic benefits that were derived from the project.

The IDBZ now invites eligible Zimbabwean Consulting Firms (“the Consultants”) to indicate their interest by way of an Expression of Interest (EOI) in accordance with requirements stated herein in providing the services as specified in this document. Interested Consulting Firms should provide information demonstrating that they have the required experience, competences, skills, and qualifications relevant for performance of the services whether as individual firms, joint ventures or as consortia. The Consultants shall submit Company profiles, Company registration documents, Curriculum Vitae of key personnel and professional staff, brochures, description of similar assignments, experience under similar environment or conditions. The Consulting Firm must demonstrate that they have fully established business offices. Prospective Consulting Firms may constitute joint-ventures where necessary to enhance their capacity to undertake the assignment.

The minimum criteria for short-listing of the Firm shall entail:

- The Consulting Firm must be a registered entity and registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ).
- A minimum of three (3) reference letters from traceable organisations must be submitted.
- Minimum of 10 years of experience for each individual consulting firm singularly or in the consortium in similar experience up to or at least three projects in the last 5 years.
- The following documents should also be submitted:
 - detailed company profile;
 - company registration documents;
 - detailed curriculum vitae of key personnel and professional

- staff (including certified educational certificates of the professional staff);
- proof of registration with PRAZ; and
 - a summary the Firm's experience in similar assignments, together with the names and contact details of persons connected with these assignments who will provide references.

Key personnel of the consultant firm should have the following minimum qualifications and experience:

- A Bachelor's degree in relevant discipline.
- Track record and demonstrable experience in conducting similar assignments
- The minimum years of experience for key personnel shall be 5 years in the relevant field.

Short-listed Consultants will be invited to submit detailed technical and financial proposals, as described in Part 1 of the Request for Proposals Procedures in the Standard Request for Proposals for the Selection of Consultancy Services. The Consultant submitting the successful proposal will be engaged on the contractual terms set out in that document and in the General Conditions of Contract for Consultancy Services. Copies of the Act and Regulations and the standard documentation are available on the website of the Procurement Regulatory Authority of Zimbabwe;
URL <http://www.praz.gov.zw/index.php?lang=en>

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.

This opportunity is open to all Consultants who meet the criteria for eligibility as stated in Section 28 of the Act and who have the nationality of an eligible country as defined in Clause 1.10 of the General Conditions of Contract for Consultancy Services.

Bidders must accompany their expressions of interest with CR14 certificates as proof of Zimbabwean nationality.

Consulting Firms shall not be required to pay an administration fee to the Procurement Regulatory Authority of Zimbabwe's Special Procurement Oversight Committee for certain especially sensitive or especially valuable contracts for this tender in line with Section 54 of the Act as set out in Part IV of the Fifth Schedule to the Public Procurement and Disposal of Public Assets Regulations (SI 5 of 2018).

The IDBZ will reject an expression of interest if it determines that the consultant firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the Contract or been declared ineligible to be awarded a procurement contract under Section 99 of the Public Procurement and Disposal of Public Assets Act (PPDPA). An expression of interest shall be rejected in this procurement process if a Consulting Firm engages in anti-competitive practices including bidding in more than one expression of interest as a joint venture or consortium partner.

Further information can be obtained at the address below during office hours from 08:00 hours to 16:30 hours.

A Consultant may submit only one expression of interest. The expression of interest must be submitted in a clearly marked envelope and deposited in the tender box to the address below on or before **30 May 2019 by 1000hrs** local time and clearly labelled **“EOI Ref 39 of 2019: Project completion report ZETDC Pre-Paid Metering Project.”** Late expressions of interest will be rejected. Electronic submissions to the procurement e-mail below shall also be accepted and shall clearly be referenced as indicated above.

About IDBZ

IDBZ, is a development finance institution (DFI), established through the IDBZ Act [Chapter 24:14] to champion sustainable infrastructure development in Zimbabwe through: mobilization of resources; capacity building; and knowledge generation and sharing in support of national efforts for inclusive socio-economic development. More specifically, its statutory mandate focus is on the development of infrastructure in energy, transport, water and sanitation, information and communication technology, and housing sectors.



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