



SPECIFIC PROCUREMENT NOTICE

ADDENDUM #2

to

REQUEST FOR PROPOSALS

for

Electricity Cost of Service Study (COSS) and the Development of a Cost Reflective Electricity Pricing Model for Liberia Electricity Regulatory Commission (LERC)

Addendum Date: August 28, 2019	Ref# Number: Ref#: 4A1506/EP/010-1
RFP Date: July 22, 2019	Project Name: Energy Project
Country: Liberia	Funding Agency: Millennium Challenge Corporation
City/Locality: Monrovia	Buyer: Millennium Challenge Account – Liberia (MCA-Liberia)

The following are changes to the above-mentioned Request for Proposals (RFP):

1. Section III, Qualification and Evaluation Criteria, (3.4), Evaluation Criteria, Criteria, sub-criteria, and point system for the evaluation of Technical Proposals table, is deleted and replaced with Annex 1 attached hereto.
2. Section V, Terms of Reference, (9.0), Consultant's Qualification and Experience, is deleted and replaced with Annex 2 attached hereto.
3. All other sections and paragraphs of the subject Request for Proposals remain unchanged.

Yours Sincerely,

Mr. Monie R. Captan
Chief Executive Officer
MCA-Liberia

Handwritten initials and date: MRC/28/08/19

ANNEX 1

Criteria, sub-criteria, and point system for the evaluation of Technical Proposals.		
ITC 23.1	Criteria, sub-criteria	Points
	1. Organizational Capability and Experience of the Consultant	20
	<p>Evidence of organizational capability and relevant experience in the execution of projects, programs and tasks of a similar nature, including the nature and value of the relevant contracts completed or in process provided in Form TECH-4, including all MCC-funded assignments. <i>(Whether undertaken by the Consultant or any associate, or any affiliate thereof).</i></p> <p>The Consultant shall be a firm which satisfy the following conditions;</p> <ol style="list-style-type: none"> a. Minimum of fifteen (15) years of relevant experience in the electric power industry is required b. Minimum ten (10) years of relevant work experience in electricity sector survey and power system planning involving the under listed assignments is required; <ol style="list-style-type: none"> i. Electricity Demand Studies, ii. Willingness to Pay Study, iii. Tariff Determination, Analysis and Design iv. Electricity Pricing c. Proven experience of having completed successfully at least one (1) project and a maximum of 3 projects for each assignment listed above in b (i-iv) within the last ten (10) years is required with verifiable reference (s) for each. d. Knowledge of regulatory framework in a comparable operating environment (Liberia’s electricity sector) is desirable e. Experience in sub – Saharan Africa is preferred but experience in comparable regions (developing countries) is acceptable. f. Experience applying for Institutional Review Board approval, ensuring the protection of human subjects, and implementing appropriate data security protocols required. g. Experience preparing microdata for public release is a plus. <p>MCA-Liberia reserves the right to contact the References in Form Tech-5 as well as other sources to check references and past performance.</p>	

Criteria, sub-criteria, and point system for the evaluation of Technical Proposals.															
ITC 23.1	Criteria, sub-criteria		Points												
	2. Quality, suitability, and expected effectiveness of the Proposed Approach, Methodology, Work Plan and Staffing Plan		20												
	Quality of the proposed approach, methodology, work plan and staffing plan to perform the services and produce all the deliverables required in the TOR of this RFP.														
	3. Qualifications, Relevant Experience, and Suitability of Key Personnel for the Assignment		60												
	Extent to which Key Personnel meet and exceed the requirements established in the Terms of Reference (Section V of this RFP):														
	<table border="1"> <thead> <tr> <th>No.</th> <th>Name of Position</th> <th>Key Qualifications</th> <th>Experience</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Team Leader</td> <td>Bachelor's degree in Engineering or Economics, with a Master's degree in Engineering Management, Economics or other similar fields is required.</td> <td> <ul style="list-style-type: none"> ▪ Extensive knowledge of international best practices in power system planning, power system economics, regulatory analysis and behavior and tariff setting is required. ▪ A minimum of fifteen (15) years of working experience in the electricity sector is required. ▪ Must provide at least two (2) verifiable references in the last ten (10) years of managing projects (as Team Leader/Deputy Team Leader) involving a diverse group of professionals in accomplishing studies or projects of similar nature, size and complexity to this assignment ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable ▪ Must be an independent professional with strong organizational skills </td> </tr> <tr> <td>2.</td> <td>Power Generation</td> <td>Masters' degree in Electrical or Mechanical Engineering or other</td> <td> <ul style="list-style-type: none"> ▪ A minimum of ten (10) years relevant experience in power </td> </tr> </tbody> </table>		No.	Name of Position	Key Qualifications	Experience	1.	Team Leader	Bachelor's degree in Engineering or Economics, with a Master's degree in Engineering Management, Economics or other similar fields is required.	<ul style="list-style-type: none"> ▪ Extensive knowledge of international best practices in power system planning, power system economics, regulatory analysis and behavior and tariff setting is required. ▪ A minimum of fifteen (15) years of working experience in the electricity sector is required. ▪ Must provide at least two (2) verifiable references in the last ten (10) years of managing projects (as Team Leader/Deputy Team Leader) involving a diverse group of professionals in accomplishing studies or projects of similar nature, size and complexity to this assignment ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable ▪ Must be an independent professional with strong organizational skills 	2.	Power Generation	Masters' degree in Electrical or Mechanical Engineering or other	<ul style="list-style-type: none"> ▪ A minimum of ten (10) years relevant experience in power 	<p style="text-align: center;">9</p> <p style="text-align: center;">7</p>
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1.	Team Leader	Bachelor's degree in Engineering or Economics, with a Master's degree in Engineering Management, Economics or other similar fields is required.	<ul style="list-style-type: none"> ▪ Extensive knowledge of international best practices in power system planning, power system economics, regulatory analysis and behavior and tariff setting is required. ▪ A minimum of fifteen (15) years of working experience in the electricity sector is required. ▪ Must provide at least two (2) verifiable references in the last ten (10) years of managing projects (as Team Leader/Deputy Team Leader) involving a diverse group of professionals in accomplishing studies or projects of similar nature, size and complexity to this assignment ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable ▪ Must be an independent professional with strong organizational skills 												
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Criteria, sub-criteria, and point system for the evaluation of Technical Proposals.

ITC 23.1	Criteria, sub-criteria			Points	
		<p>Expert</p>	<p>similar fields is required</p> <p>Master's degree is required but bachelor's degree with an additional two (2) years' experience acceptable.</p>	<p>generation with utilities and regulators is required.</p> <ul style="list-style-type: none"> ▪ Must provide at least two (2) verifiable references in the last ten (10) years of working on projects of similar nature, size and complexity to this assignment ▪ Extensive knowledge of international best practices in electric power generation, generation planning, maintenance, and operations is essential. 	
	<p>3.</p>	<p>Transmission & Distribution Expert</p>	<p>Masters' degree in Electrical Engineering or other similar fields is required.</p> <p>However, bachelor's degree in electrical Engineering or other similar fields with an additional two (2) years' experience is acceptable.</p>	<ul style="list-style-type: none"> ▪ A minimum of ten (10) years relevant experience in transmission and distribution with utilities and regulators is required. ▪ Must provide at least two (2) verifiable references in the last ten (10) years of working on projects of similar nature, size and complexity to this assignment ▪ Extensive knowledge of international best practices in electric power transmission and distribution, T&D planning, maintenance, and operations is essential. 	<p>7</p>
	<p>4.</p>	<p>Power Economist & Electricity Pricing Specialist</p>	<p>Masters' degree in Economics or other similar fields is required.</p> <p>However, bachelor's degree in Economics or other similar fields with an additional two (2) years' experience is acceptable.</p>	<ul style="list-style-type: none"> ▪ A minimum of ten (10) years of relevant power sector experience conducting economic impacts of projects in developing countries, regulatory economics and tariff formulation is required. ▪ Must provide at least two (2) verifiable references in the last five (5) years of working in electricity tariff or investment studies developing tariff and economic models for systems of similar nature, magnitude and complexity to this assignment; and ▪ Extensive knowledge of international best practices in electric power system planning, maintenance, and operations is essential ▪ A minimum 3 years' experience within the last 10 	<p>6</p>

Criteria, sub-criteria, and point system for the evaluation of Technical Proposals.

ITC 23.1	Criteria, sub-criteria			Points	
				<p>years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable.</p>	
	5.	<p>Power System Planning Expert</p>	<p>Masters' degree in Engineering, Economics or other similar fields is required</p> <p>However, bachelor's degree in Engineering, Economics or other similar fields with an additional two (2) years' experience is acceptable.</p>	<ul style="list-style-type: none"> ▪ A minimum of ten (10) years of relevant power sector experience conducting power system planning and modelling is required. ▪ Must provide at least two (2) verifiable references in the last five (5) years of working on power system planning and modelling for systems of similar nature, magnitude and complexity to this assignment; and ▪ Extensive knowledge of international best practices in electric power system planning, maintenance, and operations is essential ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable. 	6
	6.	<p>Legal & Regulatory Expert</p>	<p>Masters' degree in Law is required</p> <p>However, bachelor's degree in Law with an additional two (2) years' experience is acceptable.</p>	<ul style="list-style-type: none"> ▪ A minimum of ten (10) years of relevant experience in assessing or developing legislation, regulations, and institutional arrangements for power sector companies – government owned and/or privatized is required. ▪ Must provide at least two (2) verifiable reference over the last five (5) years of working a minimum of seven (7) years' with a regulatory body or with a utility's regulatory department of similar nature, magnitude and complexity to this assignment; and ▪ Extensive knowledge of power sector reforms and international best practice in the setting up of power markets, restructuring of utilities, establishing regulatory bodies and introducing sound regulatory 	7

Criteria, sub-criteria, and point system for the evaluation of Technical Proposals.

ITC 23.1	Criteria, sub-criteria			Points
			<p>practices, especially ratemaking is essential</p> <ul style="list-style-type: none"> ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable. 	6
	7.	<p>Financial Analyst & Utility Accounting Expert</p>	<p>Master's degree in Finance or other similar fields is required but bachelor's degree in Finance or other similar fields with an additional two (2) years' experience is acceptable. Chartered/certified accountant shall be required.</p> <ul style="list-style-type: none"> ▪ A minimum of ten (10) years of relevant power sector experience conducting financial analysis, developing financial models, and undertaking tariff and cost of service studies is required. ▪ Must provide at least two (2) verifiable references in the last five (5) years of working on electricity tariff or investment studies and developing financial models and financial reports for systems of similar nature, magnitude and complexity to this assignment; and ▪ Extensive knowledge of international best practices including financial reporting in electric power utility operations is essential ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable. 	
	8.	<p>Social Expert</p>	<p>Masters' degree in Sociology, or other similar fields is required</p> <p>However, bachelor's degree in Sociology or other similar fields with an additional two (2) years' experience is acceptable.</p> <ul style="list-style-type: none"> ▪ A minimum of ten (10) years of relevant power sector experience and should be familiar with poverty alleviation and electricity access programs using pricing, vouchers, revolving loan funds, income support and other measures and modelling is required. ▪ Must provide at least two (2) verifiable references in the last five (5) years of working on socio-economic surveys in developing countries in assignments of similar nature, 	

Criteria, sub-criteria, and point system for the evaluation of Technical Proposals.					
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				<p>magnitude and complexity to this assignment; and</p> <ul style="list-style-type: none"> ▪ Extensive knowledge with application of international best practice and methodology, preferably with experience relevant to power projects and access for the poor is essential ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable. 	6
	9.	Demographer and Statistician	<p>Masters' degree in Demography, Statistics or other similar fields is required.</p> <p>However, bachelor's degree in Demography, Statistics or other similar fields with an additional two (2) years' experience is acceptable.</p>	<ul style="list-style-type: none"> ▪ A minimum of ten (10) years of relevant experience and should be familiar with the design and interpretation of representative samples and socio-economic surveys in developing countries, use of census and expenditure data at the household level, and statistical analysis of survey results is required. ▪ Must have an understanding of electricity demand analysis and willingness to pay concepts; and ▪ Extensive knowledge with application of international best practice and methodology, preferably with experience in supervising surveys ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable. 	
	Total Points for All Criteria			100	
	<i>The minimum technical score St required to pass is</i>			<i>75 Points</i>	
	If none of the scores awarded by the TEP reach or exceed the minimum technical score (St), the MCA Entity reserves the right to invite the Consultant receiving the highest technical score (St) to negotiate both its Technical and Financial Proposals. If the negotiations fail to result in an acceptable contract within a				

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	reasonable time, the MCA Entity reserves the right to terminate the negotiations, at its sole discretion, and to invite—again, at its sole discretion—the Consultant receiving the next highest technical score (St) to negotiate both its Technical and Financial Proposals.	
ITC 24.10	<p>The formula for determining the financial scores is the following: $S_f = 100 \times F_m / F$, in which S_f is the financial score, F_m is the lowest price and F the price of the Proposal under consideration.</p> <p>The weights given to the Technical and Financial Proposals are: T = 80 and F = 20</p>	
	<p>Technical Evaluation Methodology</p> <p>The methodology for evaluating the technical proposals is as follows:</p> <p>(a) Adjectival Ratings</p> <p>VERY GOOD (100%)</p> <p>GOOD (85%)</p> <p>SATISFACTORY (75%)</p> <p>POOR (40%)”</p>	

ANNEX 2

9.0 CONSULTANT'S QUALIFICATION AND EXPERIENCE

The Consultant shall be a firm which satisfy the following conditions;

- a. Minimum of fifteen (15) years of relevant experience in the electric power industry **is required**
- b. Minimum ten (10) years of relevant work experience in electricity sector survey and power system planning involving the under listed assignments **is required**;
 - i. Electricity Demand Studies,
 - ii. Willingness to Pay Study,
 - iii. Tariff Determination, Analysis and Design
 - iv. Electricity Pricing
- c. Proven experience of having completed successfully at least one (1) project and a maximum of 3 projects for each assignment listed above in b (i-iv) within the last ten (10) years **is required** with verifiable reference (s) for each.
- d. Knowledge of regulatory framework in a comparable operating environment (Liberia's electricity sector) **is desirable**
- e. Experience in sub – Saharan Africa is preferred but experience in comparable regions (developing countries) is acceptable.
- f. Experience applying for Institutional Review Board approval, ensuring the protection of human subjects, and implementing appropriate data security protocols required.
- g. Experience preparing microdata for public release is a plus.

Consultant shall assemble a team of Key and Technical Support Personnel with in-depth international regulatory and tariff expertise in the power sector. These personnel must possess adequate local and regional knowledge and must be fluent in English.

Consultant's team must consist of the key personnel listed in Table 2. Additional staff and staffing requirements may be proposed by the Consultant in its proposal based on Consultant's proposed methodology and approach for this Assignment. The Consultant's team is expected to comprise a combination of consultants with local and international experience in order to have optimum access to local stakeholders and also to facilitate the development of local expertise.

CVs for other experts (not listed in Table 2) will not be considered during the evaluation process. Notwithstanding the foregoing, the names and qualifications of all proposed experts, their input and position, must be indicated both in the technical and in the financial proposals. The financial proposal shall indicate the professional fees at a daily rate for these experts.

Note that if civil servants are proposed as experts, a proof of leave of absence, granted by the expert's employer, for the duration of said expert's assignment under this Contract must be included in the technical proposal provided that these are eligible and do not have any conflict of interest.

No staff from MCA-L shall be proposed as experts or supporting staff under this contract.

Table 2: Experts and Qualifications

KEY STAFF			
No.	Name of Position	Key Qualifications	Experience
1.	Team Leader	Bachelor's degree in Engineering or Economics, with a Master's degree in Engineering Management, Economics or other similar fields is required.	<ul style="list-style-type: none"> ▪ Extensive knowledge of international best practices in power system planning, power system economics, regulatory analysis and behavior and tariff setting is required. ▪ A minimum of fifteen (15) years of working experience in the electricity sector is required. ▪ Must provide at least two (2) verifiable references in the last ten (10) years of managing projects (as Team Leader/Deputy Team Leader) involving a diverse group of professionals in accomplishing studies or projects of similar nature, size and complexity to this assignment ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable. ▪ Must be an independent professional with strong organizational skills
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			<p>sound regulatory practices, especially ratemaking is essential</p> <ul style="list-style-type: none"> ▪ A minimum 3 years' experience within the last 10 years working in sub-Saharan Africa is preferred and experience in comparable regions (developing countries) is acceptable.
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KEY STAFF

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