

# Voluntary Renewable Energy Market (Philippines)



## Terms of Reference | March 2024

The project will provide the analysis to strengthen the rationale for opening a Voluntary Renewable Energy Market (VREM), understanding Renewable Energy Certificate (REC) supply and demand scenarios, learning from international experience, and presenting evidence-based recommendations and actionable next steps to the government. Opening a VREM could drive the demand for renewable energy (RE) generation above the required levels mandated on distribution utilities by the Renewable Portfolio Standards (RPS) for its captive market. The VREM could raise the demand for renewables by providing market-based incentives for businesses to support and invest in renewables. It is envisioned to facilitate raising net-zero commitments, attracting foreign investments, and contributing to the achievement of the Philippines' renewable targets. For RE project developers, generating and trading voluntary RECs is a financial incentive that enhances the viability of projects.

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## I. Introduction

- 1 The Southeast Asia Energy Transition Partnership (ETP) brings together governments and philanthropies to work with partner countries in the region. ETP supports the transition towards modern energy systems that can simultaneously ensure economic growth, energy security, and environmental sustainability. To contribute to the achievement of the UN's Sustainable Development Goals (SDGs) and the Paris Climate Agreement objectives, ETP works in Southeast Asia, with a focus on three priority countries, namely Indonesia, the Philippines, and Vietnam. ETP's strategy is built around four inter-related pillars of strategic engagement that are squarely aligned to address the barriers to energy transition. These are (i) policy alignment with climate commitments, (ii) de-risking energy efficiency and renewable energy investments, (iii) extending smart grids, and (iv) expanding knowledge and awareness building.

## II. Summary

- 2 The Philippines has established a Renewable Energy Market (REM), to track the compliance of Distribution Utilities (DUs) and Retail Electricity Suppliers (RES), or mandated participants, with the Renewable Portfolio Standards (RPS). The RPS requires mandated participants to source a portion of their supply from renewable energy sources, currently set at 2.52% increments annually. Opening a Voluntary Renewable Energy Market (VREM) raises the demand for RE generation above the required levels. Similar to the REM, the VREM facilitates REC trading but will be among corporations and organizations who have net-zero targets. A REC is equivalent to the environmental attributes of 1 Megawatt hour of RE generation.
- 3 The project will analyze the existing policy landscape and recommend a framework enabling the VREM, address policy gaps and create an implementation plan to facilitate opening VREM alongside the existing mandatory REM.

## III. Project Details

### A. Rationale

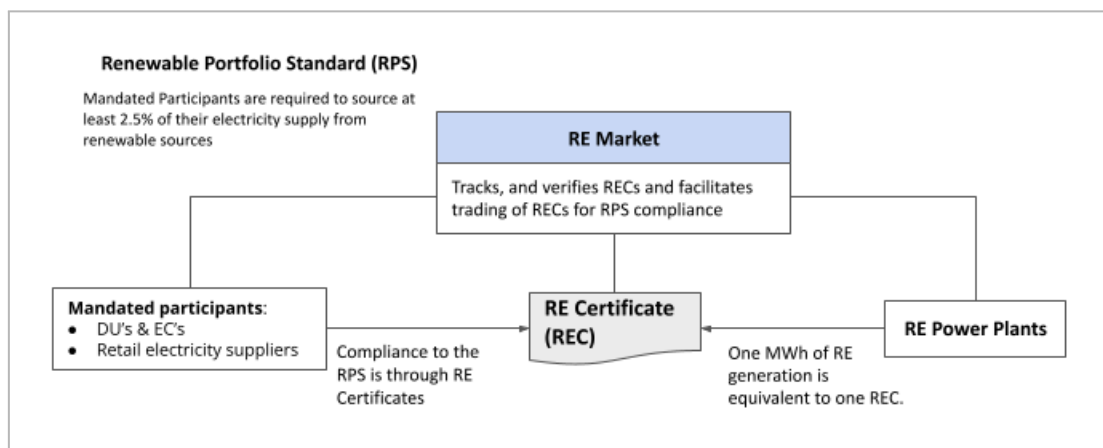
- 4 The passage of the Republic Act No. 9513 Renewable Energy Act of 2008<sup>1</sup> established the framework for the accelerated development of renewable energy (RE) resources in the country, including mandatory and voluntary RE mechanisms to increase utilization of these energy resources.
- 5 The Renewable Portfolio Standards (RPS) require mandated participants to source a percentage of their energy supply from eligible renewable energy resources, now set to increase at a

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<sup>1</sup> Government of the Philippines. 2008 Republic Act No. 9513. <https://www.officialgazette.gov.ph/2008/12/16/republic-act-no-9513/>

minimum 2.52% increments per annum. One method for complying with the RPS is through the trading of RE Certificates (REC). One REC represents the renewable and environmental attributes from one megawatt-hour (MWh) of electricity generated from an eligible RE facility (Figure 1). REC trading is done in the Renewable Energy Market (REM). The Philippine Electricity Market Corporation (PEMC), under the Department of Energy's (DOE) supervision, serves as the RE Registrar. The RE Registrar issues and verifies RECs and tracks RECs used for RPS compliance. The current REM rules govern only the mandatory market that facilitates compliance to the RPS.

**Figure 1. Renewable Portfolio Standards and the Compliance RE Market**



Source: DOE, National Renewable Energy Program 2022 - 2040

- 6 There has been increasing interest from corporates to purchase RECs to meet their net-zero commitments. Several RE 100 companies operating in the Philippines have inquired to purchase RECs. However, there is still no policy and mechanism for the voluntary trading of RECs, and no rules to define its interaction with the compliance REM market.
- 7 Current analysis for REC supply is anchored on RPS compliance. Opening a voluntary RE Market is envisioned to create greater demand for more RE generation and could open participation of legacy plants<sup>2</sup>. Some legacy plants are already trading equivalent renewable certificates outside the Philippines. A voluntary market will allow more legacy plants to benefit from trading RECs, enhancing their financial position for plant maintenance, upgrading, and expansion. Introducing a voluntary RE Market may accelerate reaching the country's goal of 35% RE share in the generation mix by 2030.
- 8 Under the current REM rules, all REM Members are required to sign and execute the RE Market Participation Agreement with the RE Registrar. Under Article 4 of the said Agreement, the RE Registrar will ensure that RECs traded and sold in the Philippines' compliance RE Market were

<sup>2</sup> RE plants commissioned before the RE Act was passed into law (2008) and not eligible to participate in the REM.

not or shall not be sold for the same megawatt hour (MWh) of renewable energy generated to renewable energy markets in other jurisdictions or any other voluntary or compliance offset mechanism. This clause ensures that there is no double counting of attributes, maintaining the fairness in markets across all jurisdictions. While the said provision is already operable, details need to be further threshed out about the interaction of the Philippine RE market with jurisdictions that deal with tradeable RE Certificates.

- 9 The project will provide the analysis to strengthen the rationale for opening a VREM, understanding REC supply and demand scenarios, learning from international experience, and presenting evidence-based recommendations and actionable next steps to the government.

## B. Impact

- 10 A VREM is envisioned to increase investments into RE capacities, contributing to the Philippines' goal of 35% RE share by 2030 and rise to 50% share by 2040. Furthermore, the RE share in the total final energy supply (TFES) and the total primary energy consumption (TPEC) will be improved, resulting in a higher level of avoided GHG emissions among the industries and businesses located in the Philippines.

## C. Outcomes and Outputs

- 11 The outcome of this project are as follows:
  - i. **Increased renewable energy or net-zero commitments by the private sector.** With the VREM, the private sector will have greater access to evidence-based and globally acceptable instruments for achieving sustainability and the facilitated access will drive the demand for renewable energy.
  - ii. **Increased private sector investments in renewable energy projects.** The higher demand for RE will cause the private sector to pour in investments to RE in the country. A continuously improving policy and regulatory landscape will attract potential investors to enter the Philippine RE market.
  - iii. **Attract foreign investments into the Philippines.** The VREM can make the Philippines more attractive to investors with sustainability and net-zero targets by providing a credible platform for offsetting their carbon footprint and demonstrating commitments to environmental stewardship.
  - iv. **Accelerate achievement of the Philippines' 50% RE by 2040.** The government has set ambitious targets for the country, and the VREM could potentially increase the demand for renewables from private corporations and could accelerate the development of more RE capacities.
- 12 The primary outputs of this project are:
  - i. A supply and demand assessment of Renewable Energy Certificates (REC)
  - ii. A review of international experience in REC trading
  - iii. A policy report on VREM with an implementation framework

## D. Sustainability, Gender Equality and Social Inclusion Mainstreaming

- 13 ETP is committed to advancing gender equality and social inclusion (GESI) in ETP projects. The consultant is required to incorporate GESI best practices throughout the project, encompassing adherence to GESI policies within the organization and, but not limited to, the integration of a GESI perspective into project planning and execution. The consultant is expected to propose practical interventions addressing GESI issues pertinent to the project's context and include GESI-responsive recommendations in the policy report on VREM, ensuring that policy and implementation frameworks promote the inclusion of diverse actors in the renewable energy sector. Clear outputs and an effective reporting framework, applicable to the sector in the long term, should be delivered. This task necessitates a well-defined methodology and approach, both of which must be outlined in the inception report.

## IV. Project Deliverables

- 14 In line with the outputs and outcomes expected from this project (see Project Details), this section provides additional information on specific deliverables that will be required in order to accomplish the above project outputs.
- 15 Table 1 outlines the key deliverables which are expected in this project. Additional details on associated activities for each deliverable follow Table 1.

**Table 1.** Key deliverables

Milestone	Deliverables	Audience for the Deliverables	Target delivery and payment date Estimated Delivery	% of Payment
Payment 1	Deliverable 1: Inception Report	External	Month 1	15%
Payment 2	Deliverable 2: Supply and Demand Assessment for Renewable Energy Certificates (RECs)  Deliverable 3: Review of International Experience on REC Markets	External	Month 4	40%
Payment 3	Deliverable 4: Policy Report on VREM and Implementation Framework	External	Month 6	30%
Payment 4	Deliverable 5: Dissemination Workshop and Report	External	Month 8	15%

Continuous - Contract Monitoring Reporting Schedules	<b>Monthly Progress Report:</b> In addition to the listed deliverables, the consultant will need to provide monthly progress reports as per the provided template. Failure to submit this report may result in the payments being withheld.	Internal (ETP)	Monthly Submission	N/A
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## Deliverable 1: Inception Report including a communications plan

- 16 The consultant must prepare a work plan, describing the approach to be undertaken, and mobilise the necessary resources. As a deliverable, the consultant must develop and submit a detailed inception report detailing the plan, ensuring the expectations of ETP are aligned with the understanding of the project from the consultant.
- 17 The inception report should contain, as a minimum:
  - a. Introduction and project background
  - b. Scope of Services
  - c. Methodology and Workplan, project Gantt chart
  - d. A detailed approach as to how each deliverable will be met and what each submission will contain
  - e. Results of the audience mapping and analysis and communication/ outreach plans
  - f. Identification of suitable media channels to be used for communicating the project and rationale for choosing them
  - g. A donor coordination strategy
  - h. Project management inclusive of organisational chart detailing key personnel, their roles and responsibilities, as well as their locations (strong in country team and project management is expected)
  - i. Risks, mitigations and assumptions
  - j. Monitoring and Evaluation Framework, presented in the form of the ETP Results Based Monitoring Framework (RBMF)
  - k. Communications Plan as described in the below table.
- 18 The consultant is responsible for drafting a detailed communications plan which will be embedded in the Inception Report. Bidders must include the cost of implementing the Communication Plan in their financial proposal. The minimum requirements for the communications materials are as follows:

**Table 2.** The Minimum Requirements of the Communications Plan

Item	Communications materials	Quantity
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1	Social media posts (liaising with ETP)	5 posts
2	Media/Press releases	1 per public workshop/ event
3	Newspaper articles	1 article, to be published in (minimum) 5 digital/traditional news platforms.
4	Video/audio video presentation	1 short (5-8 mins) AVP on the VREM for social media
5	Online presentations of project progress and highlights to the ETP Secretariat and/or ETP Funders	2 (1 hour maximum/ each)
5	High resolution photos	20 high resolution photos per workshop/event

## Deliverable 2: Supply and Demand Assessment of Renewable Energy Certificates (RECs)

- 19 This report will provide an understanding of the sources of RECs, and quantify the potential demand for voluntary RECs. It will analyze the existing RE policies and regulations in the Philippines and how these affect the supply of RECs. Analysis should include:
- Policy and Regulatory Analysis. Study the prevailing renewable energy policy and regulatory landscape driving the demand for mandatory RECs. Analyze if there are policy indications towards voluntary REC trading. Identify any policy or regulatory gaps for opening a VREM.
  - Status of the mandatory REC Market (REM). Assess the status of the existing mandatory REM. Identify the relevant institutions, government agencies, and stakeholders relevant in the governance and operation of the REM. Understand the challenges in establishing and operating the REM.
  - Status of voluntary RECs trading. Assess if there is any trading of RECs conducted outside the compliance REM. Understand how these are done and determine the size of voluntarily traded RECs. Determine the platforms where these are traded, and how tracking is being done to prevent double counting with the compliance REM, if relevant.
  - Supply of RECs. Analyze and define the sources and ownership of mandatory RECs used for RPS compliance. Identify potential sources of voluntary RECs and estimate its volume. Assess how REC pricing schemes (i.e. concept of bundled/unbundled REC) may affect demand.



- e. Demand for RECs. Analyze the demand drivers for voluntary RECs. Quantify the potential local and international demand for voluntary RECs. Create a longlist of potential voluntary REC purchasers/offtakers. Assess how REC pricing schemes (i.e. concept of bundled/unbundled REC) may affect demand.
  - f. Assessment of interactions with other domestic and international climate-based markets and mechanisms. An analysis of potential interactions of the VREM with other relevant climate markets (mandatory REM, international REC markets, carbon markets, etc) should be undertaken, highlighting the potential impact on demand for voluntary RECs.
  - g. VREM's impact on the power sector. Study how trading of voluntary RECs could affect electricity prices, energy security, the retail electricity supply market, the wholesale electricity spot market, and general competition within the power sector. Study if a VREM can encourage investments to renewable energy projects.
  - h. VREM's impact on the Philippines' Energy Transition. Based on the above analyses, study how opening a VREM could accelerate the Philippines' energy transition.
- 20 Consultants are expected to conduct the necessary research, data gathering and interviews to deliver this task.

### **Deliverable 3: Review of International Experience on RE Certificate Markets**

- 21 Study international RE certificate registries that may serve as reference for the Philippines voluntary RE market (VREM). Bidders may propose at least 5 jurisdictions, indicating the rationale for these options. Regimes operating both mandatory and voluntary REC markets could be the most appropriate option. Study how other jurisdictions claim/verify/surrender voluntary RECs and how surrendered RECs are used within mandatory markets.
- 22 The study should look into operational frameworks, drivers for REC demand, REC price trends and lessons learned that may be applied to a potential VREM in the Philippines, among others.
- 23 Analyses of the market's impact on increasing RE capacities within their jurisdiction will be a significant part of this task.

### **Deliverable 4: Policy Report on VREM and Implementation Framework**

- 24 Prepare a policy report on establishing a VREM in the Philippines that will be presented to relevant government agencies that present the cumulative analyses of the project. It must present key findings and clear recommendations to the government in pursuing a VREM.
- 25 To accomplish this policy report, the consultant is requested to gather inputs from relevant stakeholders through consultation workshops. The requirements for the consultation workshops are as follows:

- a. **Stakeholder Consultation Workshops<sup>3</sup> for Inputs:** Conduct 4 consultation workshops to gather ideas and insights from relevant stakeholders. These are expected to be half-day workshops, conducted in Metro Manila, with a minimum of 30 participants in each workshop. These consultation workshops are envisioned to introduce the VREM concept, gauge interest to participate, and collect insights and sentiments toward the VREM. The consultation workshops should be conducted, at minimum, with

- 1) PEMC and the Independent Electricity Market Operator of the Philippines (IEMOP), as REM Registrar,
- 2) relevant national agencies,
- 3) REM Participants and
- 4) private and public sector entities that may be interested to purchase RECs in the VREM.

The bidder may propose additional consultation workshops as it sees necessary. The consultants are expected to handle all tasks related to the workshop including organizing the logistics, inviting participants and speakers, arranging the venue and executing the actual workshop. The consultations should be documented in a separate report.

- b. **Post-workshop Report:** One week after the workshops, the consultant is required to submit a post-workshop report that includes the following components:
  - I. Description of the workshop (e.g., background, objective, organisation)
  - II. Workshop agenda and participant components
  - III. Workshop highlights (e.g., summary of presentations, key points raised, important insights, significant outcomes or decisions)
  - IV. Gender considerations and gender-disaggregated data on workshop participants
  - V. Media and communication
  - VI. Conclusion and next steps
- c. Annexes (supporting materials e.g., slides of the presentations, workshop handouts, participant list, list of comments)

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<sup>3</sup> The consultant shall handle all tasks related to the workshop including organising the logistics, inviting participants and speakers, booking the venue, and executing the actual workshop. Bidders shall provide a breakdown of all non-personnel cost **per workshop** in the financial proposal. The payment for logistical arrangements for the workshop will be released as a lumpsum together with corresponding deliverable. **A prorated payment will be made if the actual number of participants or the days do not fulfill the minimum requirements stipulated in the TOR.**

- 26 The policy report should at minimum include the following:
- a. **Key Findings and Potential Impact:** Present key findings on the supply and demand assessment of RECs (Deliverable 2), the review of international experience (Deliverable 3), inputs from consultations. The potential role of the VREM to meet the Philippines' clean energy targets and its contribution to energy security could be discussed as rationale for the VREM. Any policy or regulatory gaps and challenges should be highlighted.
  - b. **Implementation framework options:** Analysis of implementation framework options, which could include comparison of institutional arrangements, assessing how the VREM would function in parallel with the compliance market, analyzing if new systems and registrars are required, understanding costs and study of risks. Assess current capabilities and resources to establish and operate a VREM, identifying training and support necessary. Coordinated implementation with international registries and tracking systems should also be considered.
  - c. **Cost Benefit Analysis:** Provide a high-level cost benefit analysis of opening a VREM, taking into account the associated administrative, regulatory, transactional and verification costs vis-a-vis the potential energy, economic, and environmental impacts.
  - d. **Policy recommendations and actionable next steps:** The policy report should conclude with recommendations and actionable next steps that can be taken forward by the government, or supported by the donor community.
  - e. **GESI-responsive approach:** The policy report and implementation framework shall include GESI-responsive recommendations, ensuring that the frameworks promote the inclusion of diverse actors in the renewable energy sector.
- 27 In addition to the Policy Report, a slide deck summarizing key findings and recommendations should be prepared for the appreciation of the general public.

### **Deliverable 5: Dissemination Event and Report**

- 28 This task involves the presentation of the key outputs of the project. The format and target participants should be discussed and finalized with the ETP in consultation with the project beneficiary. A report shall be prepared after to document the proceedings during the workshop. Bidders are required to organize a full-day event for at least 70 participants in Metro Manila. All necessary preparations including logistic arrangements prior to the event for this event will be undertaken by the consultants.
- 29 The dissemination event report should include the following components:

- a. Description of the event (e.g., background, objective, organisation)
- b. Workshop agenda and participant components
- c. Workshop highlights proceedings (e.g., summary of presentations, key points raised, important insights, significant outcomes or decisions)
- d. Gender considerations and gender-disaggregated data on workshop participants
- e. Media and communication
- f. Conclusion and next steps
- g. Annexes (supporting materials e.g., slides of the presentations, workshop handouts, participant list, list of comments)

## Monthly Progress Report

- 30 In addition to the listed deliverables, the consultant will need to provide monthly progress reports (concise narrative of activities completed with next steps) as per the provided template with updates on the project activities. Failure to submit this report may result in the payments being withheld.
- 31 The monthly progress report must also include the following standard items:
  - a. Updated Gantt Chart
  - b. Risks and mitigations
  - c. Minutes or Highlights of Interviews, Consultations, Workshops, Focus Group Discussions, etc., where applicable
  - d. On a quarterly basis, this report should include an update on results achieved as per the Results Based Monitoring Framework (RBMF) and provided template. Where applicable, must be gender disaggregated
- 32 The final monthly progress report will include the above items and the following:
  - a. Summary of lessons learned from project implementation
  - b. Recommendations on the project's next steps

## V. Timeline for the Project

- 33 The expected timeline for the project is eight (8) months. Bidders must submit a gantt chart with their proposed timeline to implement the project.

**Table 3: Proposed timeline of the deliverables**

DELIVERABLES	1	2	3	4	5	6	7	8
1. Inception Report								

2. Supply and Demand Assessment for Renewable Energy Certificates (RECs)								
3. Review of International Experience on REC Market								
4. Policy Report on VREM and Implementation Framework								
5. Dissemination Event and Report								
Consultation workshops, meetings, and post-workshop report								

#### Other key information on the deliverables:

- Deliverables 2-3 and 5 are public-facing documents. As such, after the content has been approved, the reports should undergo a process of copy editing and desktop publishing to produce professional, international standard, public-facing reports.
- A public-facing, publishable Executive Summary (approximately 2 pages) in professional English must be submitted with each deliverable.
- A public-facing, PowerPoint presentation highlighting key information must be submitted with each deliverable.
- All project deliverables and presentations must be submitted in English.
- All deliverables are subject to review by ETP, and beneficiary entity(ies) where applicable, before approval. If there are comments and suggestions, the deliverables need to be revised accordingly before payment is released.
- The consultant must consider and highlight specific gender considerations in their proposal.
- The consultant must be available to attend 1 in-person workshop with the ETP secretariat in the region. The costs for this will be covered outside the financial scope of this proposal.
- The consultant, or an active organization within the applying consortium, must have in in-country presence.
- All outputs must reflect ETP's, its funders', and relevant partners' logos. Visibility guidelines will be provided.
- All photos, videos, sound-bites, recordings (audio-visual material) and written/media content developed belong to ETP and must be handed over upon completion of the project.

## VI. Key Beneficiaries

The key beneficiaries of this project are provided in table 3.

**Table 4. List of beneficiaries of this project**

Beneficiary	Benefit	Explanation
Philippine Electricity Market Corporation (PEMC)	Direct	Under RA 9513 or the Renewable Energy Act of 2008 (RE Act), PEMC is mandated to implement the market for RE Certificates initiated through the establishment of a compliance market under the Renewable Portfolio Standards (RPS). The project will guide PEMC in the development work and possible initial operations of the VREM.
Independent Market Operator of the Philippines (IEMOP)	Indirect	The IEMOP will assume the role of REM registrar in the future. it is the current operator of the electricity spot market.
Energy Regulatory Commission (ERC)	Indirect	The ERC sets rules and regulations, including price caps under REM trading.
Department of Energy (DOE)	Indirect	The DOE is the primary policymaker and planner of the energy sector in the Philippines. It sets the direction for the power sector and creates policies to create an enabling environment to reach its targets.

A donor mapping was conducted to prevent duplication of efforts between ETP and other development partners in the same areas, as well as to identify areas where ETP could provide support for energy transition that had not yet been addressed. See Annex 1.

The contractor is expected to identify and engage with other relevant stakeholders as part of this project.

## VII. Results-Based Monitoring Framework

### Results-Based Monitoring Framework

The Results of the Project are monitored through the following Framework in Table 4. All reports will update the achievement of the indicators.

**Table 4. Results-Based Monitoring Framework**

## IMPACT

- GHG emissions avoided or reduced - fossil fuel replaced by renewable energy
- Share of renewable in the total final energy consumption (TFEC) and total primary energy supply (TPEC) increased
- Additional renewable energy capacity

## OUTCOME

SO1. Policy alignment with climate commitments

SO4. Knowledge and Awareness Building

## OUTPUT

SO1.1. National RE and EE policies, regulations, standards, and energy plans reflect a clear commitment to Energy Transition agenda and integrated into sectoral plans to contribute to the achievement of Paris Agreement

SO4.1 Stakeholders (relevant Government entities, public sector companies, financial institutions, private entities, academia, and consumers) involved in the RE/EE value chain, are knowledgeable and better informed to advance the energy transition agenda.

INDICATORS	TARGETS
IN 1.1-03.1 No. of RE and EE policies, laws, regulations, and/or technical standards developed and presented to the government entities	<ul style="list-style-type: none"> <li>• 1 policy report on VREM presented to the government</li> <li>• 1 VREM implementation framework options presented to the government</li> </ul>
IN 1.1-03.2 No. of RE and EE policies, laws, regulations, and/or technical standards revised and adopted by the government entities	<ul style="list-style-type: none"> <li>• 1 policy on VREM adopted by the government</li> <li>• 1 VREM implementation plan adopted by the government</li> </ul>
IN 4.1-01 No of studies, research, new evidence gathered and published, for raising awareness, improving knowledge base, driving decisions, and dissemination	2 studies to support the development of the VREM policy: <ul style="list-style-type: none"> <li>• Study on international experience on implementing compliance and voluntary REC markets</li> <li>• VREM market (supply and demand) and impact assessment</li> </ul>
IN 4.1-02 - No. of trainings, knowledge sharing events, and/or awareness workshops organised at national and regional levels building institutional capacity and knowledge networks	1 set of awareness training/workshops on voluntary REC trading, delivered to government agencies and potential VREM participants

The results are reported with additional supporting information and evidence where applicable and necessary.



## VIII. Qualification and experience of the service provider and evaluation criteria

### A. Qualification and Experience of the Service Provider

The consultant's project team should demonstrate the capacity to execute the works and should include all essential roles filled with personnel with relevant experience. CV's of the personnel proposed should be used to verify this information.

The following are the **minimum positions** that should be included on the team. Bidders should make an assessment of the additional positions needed (if any) to complete the assignment as per Terms of Reference:

- i. Team Lead
- ii. Economists/Market Specialists
- iii. Renewable Energy Policy/Legal Expert

Considering the importance of close coordination with stakeholders in the Philippines, it is expected that the team proposed consists of consultant(s) who understands the local context in the Philippines.

The bidder should also assign a Contract Manager who would liaise on the non-technical part of the contract implementation, including coordination, liaising with key counterparts, liaising with UNOPS on submission of invoice and payment-related documents.

### B. Evaluation Criteria

#### Eligibility and Formal Criteria

The criteria contained in the table below will be evaluated on **Pass/Fail** basis and checked during Preliminary Examination of the proposals.

Criteria	Documents to establish compliance with the criteria
1. Offeror is eligible as defined in Instructions to Offerors, Article 4. In case of JV, all JV members should fulfil this requirement	<ul style="list-style-type: none"> <li>Form A: Joint Venture Partner Information Form, all documents as required in the Form, in the event that the Proposal is submitted by a Joint Venture.</li> <li>Form B: Proposal Submission Form</li> </ul>
2. Completeness of the Proposal. All required Questionnaires (if any), Returnable Bidding Forms, and other documentation requested under the Document Checklist section have been provided and are complete	<ul style="list-style-type: none"> <li>All documentation as requested under Instructions to Offerors Article 10, Documents Comprising the Proposals</li> </ul>

Criteria	Documents to establish compliance with the criteria
3. Offeror accepts UNOPS General Conditions of Contract as specified in Section IV: Contract Forms	<ul style="list-style-type: none"> <li>Form B: Proposal Submission Form</li> </ul>

### Qualification Criteria

The criteria contained in table below will be evaluated on Pass/Fail basis and checked during Qualification Evaluation of the proposals.

Criteria	Documents to establish compliance with the criteria
<p>1. The company should have a minimum 3 years of experience with at least 01 similar contracts/projects within the related sector.</p> <p>What is considered as similar projects include: renewable energy certificate markets, carbon markets, emission trading, carbon pricing instruments, GHG emission accounting, clean development mechanism, environmental or social attributes and their tracking systems</p> <p>In case of JV, at least one of the JV members should fulfil this criteria</p>	<ul style="list-style-type: none"> <li>Certification of incorporation of the Offeror</li> <li>Form F: Performance Statement Form</li> </ul>
<p>2. Offeror must provide a minimum of two (2) customer references (including name, email address, and phone number of the focal point) within any of the last 3 years. In case of JV, at least one reference from the JV should be submitted</p> <p>UNOPS may contact the customer reference when the bidder is awarded the contract.</p>	<ul style="list-style-type: none"> <li>Form F: Performance Statement Form</li> </ul>
<p>3. Financial Capacity/financial stability: The bidder has sufficient liquidity, demonstrated by the ratio of "average current assets / current liabilities" over the last [two (2)] years which must be equal to or greater than one (1) or the bidder has access to a line of credit or bank overdraft or other financial means to meet a working capital/cash flow requirement of 250,000 USD (should the bidder be selected). The bidder should submit an audited financial statement/ financial statement verified by chartered accountant/ Tax declaration</p>	<ul style="list-style-type: none"> <li>The bidder should submit an audited financial statement/ financial statement verified by chartered accountant/ Tax declaration statement to the local government, or any similar local arrangement</li> </ul>

Criteria	Documents to establish compliance with the criteria
statement to the local government, or any similar documents accepted to the local authorities  In case of a joint venture, annual turnover is calculated based on the total annual turnover of the JV members.	
4. The bidder has an annual turnover of minimum <b>250,000 USD</b> in any one of the last <b>[five (5)]</b> years through submitting their audited financial statement / financial statement confirmed by Chartered Accountant / Bank Statement / Tax declaration statement to the local government, or any similar local arrangement.  In case of a joint venture, annual turnover is calculated based on the total annual turnover of the JV members.	<ul style="list-style-type: none"> <li>The bidder should submit an audited financial statement/ financial statement verified by chartered accountant/ Tax declaration statement to the local government, or any similar local arrangement</li> </ul>

### Technical Criteria

Technical evaluation will be carried out to bids that pass the eligibility, formal and the qualification criteria, with requirements as follows:

- iv. The maximum number of points that a bidder may obtain for the Technical proposal is 80. To be technically compliant, Bidders must obtain a minimum of 56 points
- v. Minimum pass score: 70% of maximum 80 points = 56 points

Technical proposal points allocation

Section number/description		Points Obtainable
1.	Offeror's qualification, capacity and expertise	20
2.	Proposed Methodology, Approach and Implementation Plan	35
3.	Key Personnel proposed and Sustainability Criteria	25
Total Technical Proposal Points		80

### Section 1: Offeror's qualification, capacity and expertise

Section 1: Offeror's qualification, capacity and expertise		Points	Sub-points
1.1	Brief description of the organization, including the year and country of incorporation, and types of activities undertaken, including relevance of specialized knowledge and experience on similar engagements done in the past.	15	

Section 1: Offeror's qualification, capacity and expertise		Points	Sub-points
	Bidders partnering up with a local entity to provide for the strategic consultation, translations; as well as the communications expertise is considered a valuable asset.		
	1.1.1 Experience in projects of comparable size, type, complexity and technical specialty		5
	1.1.2: Demonstrates an understanding of the local context with regards to key stakeholders, legal, regulatory and policy landscape		5
	1.1.3: Demonstrates an ability to engage locally for stakeholder engagement, information gathering and information dissemination		5
1.2	Management structure, management controls, and extent to which any part would be subcontracted. In case of JV, there is clear designation of roles and responsibilities between the JV members  (Max 4 pages written text)	5	
Total points for section		20	

## Section 2: Proposed Methodology, Approach and Implementation Plan

Section 2: Proposed Methodology, Approach and Implementation Plan		Points	Sub-points
2.1	Description of the Offeror's approach including risk(s) and mitigation measure(s), and methodology for meeting or exceeding the requirements of the Terms of Reference	25	
	1. Description of the offeror's approach to performing the supply and demand analysis for establishing a VREM and strategies for collecting data.		10
	2. Description of the offeror's approach to studying international experience on REC trading.		5
	3. Description of the offeror's approach to development of the policy report on VREM and on the analysis of implementation framework options.		10
2.2	Quality Assurance Plan	5	
	1. A plan outlining how the bidder intends to ensure oversight and quality assurance throughout the assignment. A Quality Assurance		5

Section 2: Proposed Methodology, Approach and Implementation Plan		Points	Sub-points
	plan should include discussion on risk-assessment and its mitigation plan		
2.3	Implementation Timeline	5	
	1. Bidder submits a detailed implementation timeline which includes detailed activities to be undertaken during this assignment, and is completed with Gantt chart		5
Total points for section		35	

### Section 3: Key personnel proposed and Sustainability Criteria

Section 3: Key personnel proposed and Sustainability Criteria		Points	sub-points
3.1	Qualifications of key personnel proposed aligned with the Terms of Reference	20	
	<p><b>Team Lead</b></p> <p><b>Minimum Qualification:</b>  <b>Education:</b> (02 points out of 08)  A Master's Degree on any relevant background related to the experience qualifications. Additional 2 years of similar experience with a Bachelor Degree is considered equivalent.</p> <p><b>Experience:</b> (06 points out of 08)</p> <ul style="list-style-type: none"> <li>A minimum of 3 years relevant experience in similar projects/assignments (renewable energy certificate markets, carbon markets, emission trading, carbon pricing instruments, GHG emission accounting, clean development mechanism, environmental or social attributes and their tracking systems)</li> <li>Minimum 2 years of leadership experience (project team leader, project manager, supervisory roles)</li> </ul> <p><b>Preferred Experience:</b></p> <ul style="list-style-type: none"> <li>Experience in policy-making / renewable energy / economic analysis / market assessment is desired.</li> <li>Experience working in the Philippines or in Southeast Asia is preferred.</li> <li>Candidates with published works are desirable.</li> </ul>		8
	<p><b>Economist / Market Specialists</b></p> <p><b>Minimum Qualifications:</b>  <b>Education:</b> (01 point out of 06)  Masters degree in Economics,, Sustainable Development, or aligned disciplines are required. Additional 2 years of similar experience with a Bachelor Degree is considered equivalent.</p>		6

	<p><b>Experience:</b> (05 points out of 06)</p> <ul style="list-style-type: none"> <li>• At least 3 years of experience in market research and analysis is required.</li> <li>• Experience in carbon markets, renewable energy certificate markets or other similar fields (renewable energy certificate markets, carbon markets, emission trading, carbon pricing instruments, GHG emission accounting, clean development mechanism, environmental or social attributes and their tracking systems) is required</li> </ul> <p><b>Preferred Experience:</b></p> <ul style="list-style-type: none"> <li>• Experience in renewable energy policies, regulations, incentives, is preferred.</li> <li>• Experience working in the Philippines or in Southeast Asia is desired.</li> </ul>		
	<p><b><u>Renewable Energy Policy / Legal Expert</u></b></p> <p><b>Minimum Qualification</b>  <b>Education:</b> (01 point out of 06)  Masters degree in any of these fields - Economics, Engineering, Sustainable Development, law, or other aligned disciplines are required. Additional 2 years of similar experience with a Bachelor Degree is considered equivalent.</p> <p><b>Experience:</b> (05 points out of 06)</p> <ul style="list-style-type: none"> <li>• At least 3 years working experience related to renewable energy policies and markets.</li> <li>• Experience working in the Philippines' energy or power sector is required.</li> </ul> <p><b>Preferred Qualifications</b></p> <ul style="list-style-type: none"> <li>• Experience working in the Philippines' renewable energy sector is desired.</li> <li>• Experience working with key power sector stakeholders (government agencies, generators, distribution utilities) in the Philippines is preferred.</li> </ul>		6
3.2	The bidder shall provide a clear statement, approach and methodology that demonstrates its commitment to support and mainstream gender equality and social inclusion through its operations and project implementation activities.	5	
<b>Total points for section</b>		<b>25</b>	