



UNIVERSITY OF ENERGY AND NATURAL RESOURCES, SUNYANI, BRONG-AHAFO

Request for Expression of Interest

Consultancy for Development of Strategic Plan for the Regional Centre for Energy and Environmental Sustainability (RCEES)

Contract Package Number: BA/UENR/CS/008/19
 Project Package Number: (BA/UENR/RCEES/CS/002/19)

1.0 INTRODUCTION

The University of Energy and Natural Resources (UENR) was established by an Act of Parliament (ACT 830, 2011) as a Public University in Ghana. The main campus including the Central Administration is in Sunyani. A second campus is located in Dormaa Ahenkro. The University of Energy and Natural Resources seeks to be a Pre-Eminent Research and Practically Orientated Energy Education.

The University of Energy and Natural Resources, Sunyani comprises six (6) Schools: Natural Resource, Agriculture and Technology, Science, Management Sciences and Law, Engineering and Graduate Studies; and two (2) Centres namely; Earth Observation Research and Innovative Centre (EORIC) and Centre for Climate Change and Gender Studies (3CGS).

2.0 ASSIGNMENT BACKGROUND

The Regional Centre for Energy and Environmental Sustainability (RCEES) was set up at UENR in response to the World Bank's call for proposals for Africa Centres of Excellence.

The RCEES seeks to be the best international centre on issues of Energy and Environmental Sustainability in Africa and beyond. The Centre runs accredited tailor-made MSc. and PhD degrees programmes in collaboration with its partner Universities and Industry at Sunyani, Ghana.

The University of Energy and Natural Resources, Sunyani (UENR), through RCEES intends to use part of the project funds to finance the development of Strategic Plan for the Centre.

The University is inviting prospective consultants with proven capacity to develop Strategic Plan for the Regional Centre for Energy and Environmental Sustainability (RCEES) Project at the University to express interest.

3.0 OBJECTIVES

The objectives of developing a strategic plan are mainly to:

- Develop comprehensive and time-bound strategy for the RCEES.
- Clearly define the task of RCEES and prioritise each activity on the short, medium and long-term basis.
- Monitor activities through pre-set related indicators.
- Review activities in terms of targets, allocated budget and staffing.

- Develop an effective internal evaluation mechanism.
- Develop a sustainable fundraising strategy.
- Propose a financial reporting system.

NB:

This invitation does not constitute a commitment on the part of the University of Energy and Natural Resources (UENR) to enter into a consultancy agreement with any organisation or consortium expressing interest.

4.0 THE EXPRESSION OF INTEREST

A company or firm will be selected in accordance with the procedures set out by the the Public Procurement Act 2003 (Act 663) (Amendment) Act, 2016 (Act 914). Only shortlisted Companies/Firms will be contacted.

REQUIREMENTS FOR EXPRESSION OF INTEREST

4.1 Background and Experience:

Eligible consultants must submit Expression of Interest indicating and including the following documents:

- Business registration particulars including Certificate of Incorporation, and to Commence Business
- Valid Social Security and National Insurance Trust (SSNIT) Clearance Certificate
- Valid Tax Clearance Certificates
- Valid Value Added Tax (VAT) Certificate
- Public Procurement Authority (PPA) Registration Certificate
- Valid Business licence to engage in consultancy (if applicable)

4.2 Technical and Professional Ability:

- The consultant should be an expert in strategic development with professional qualifications and experience.
- Outline the capacity and experience to undertake this assignment
- Evidence of previous engagement in similar assignments (Include a list and summary of three (3) similar projects and provide reference for each assignment)
- Minimum of 10 years of practical experience.

- Clearly explain previous experience, with regard to whether previous working role was:
 - ❖ A consultant in their own right implementing the consultancy services,
 - ❖ Demonstrate the applicant's proven capabilities towards core aspects of the assignment,

4.3 Language of the EOI

All documents shall be prepared and submitted in English

5.0 SUBMISSION OF EXPRESSION OF INTEREST

The EOI must be delivered to the Procurement Office, University of Energy and Natural Resources (UENR), Sunyani at or before 2:00 pm on Thursday, August 29, 2019. The EOI should be submitted in One (1) Original labelled "Original" and Two (2) photocopies labelled "Copy Number 1" and "Copy Number 2". The original and two copies making it three (3) in total should be collectively wrapped and sealed and clearly marked (with the specific project):

"EXPRESSION OF INTEREST FOR DEVELOPMENT OF STRATEGIC PLAN FOR THE REGIONAL CENTRE FOR ENERGY AND ENVIRONMENTAL SUSTAINABILITY (RCEES)"

The Employer's address for the purpose of EOI submission is:

**THE VICE CHANCELLOR
 UNIVERSITY OF ENERGY AND
 NATURAL RESOURCES (UENR)
 P. O. BOX 214, SUNYANI
 Attn: Ag. Director of Procurement**

Location for Submission of EOI:

Procurement Office, Procurement Office Building opposite the UENR Basic School.

Telephone: 0352290380

Email: procurement@uenr.edu.gh (for enquiries only)

SIGNED

**PROF. HARRISON K. DAPAAH
 VICE-CHANCELLOR**