



Terms of Reference (ToR)
Feasibility Study on application of Sustainable Energy to corporate sectors
(VN205300/VZ1100)

1. Background

WWF was one of the first International non-government organizations working in Vietnam. In 1985, WWF began working on a national conservation strategy and since then has worked closely with the Vietnamese Government on a diverse range of environmental issues and implemented field activities across the country.

WWF-Vietnam is part of WWF-Greater Mekong which operates in 5 countries: Laos, Thailand, Myanmar, Cambodia and Vietnam. Find out more at <http://vietnam.panda.org/>

WWF-Vietnam is starting a new 2-year project: “Demonstrating the economic, environmental and social benefits of Sustainable Energy to corporates and financial institutions in Vietnam” (Sustainable Energy for Corporate Sectors) from FY17-FY19. The project will be operational nationwide, with focus on the business hubs in Hanoi, Ho Chi Minh City and the Mekong Delta, with regional dissemination of results to Greater Mekong countries. The main objectives of the project include:

- (i) by 2018 Sustainable Energy & Energy Efficiency visions are developed for selected sectors based on two pilot studies. Possible sectors are: Forestry, Aquaculture, Garment and Textile. The results will be disseminated within and outside the sectors;
- (ii) by 2018 energy investors are aware of potential adverse environmental impacts and the involved investment risks. In collaboration with selected financial institution (FI) investment guidelines will be developed and disseminated to the FI sector and to WWF in the Amazon.

WWF would like to commission an analysis of the private sectors mentioned above. This analysis will help shape the project.

2. Objective of the consultancy

To identify the most suitable private sectors for the implementation of this project, based on the potential positive impact on the energy sector, the degree of difficulty of implementing the project and on the possibility of replicating sustainable energy program to the majority of companies/factories in these selected sectors. The analysis should also take existing initiatives into account and explain how WWF’s initiative fits in. Suggested sectors for the study are: Wood, Seafood and Garment & Textile processing. Two out of 3 sectors will be selected for the pilot application of sustainable energy program.

3. Scope of works/ activities

- Explain the energy processes for each of these sectors;



- Research and identify researches/studies/guidelines on sustainable energy including energy audits, identify companies/factories applying good/bad practices, etc; Resources include reports on energy consumption done by UK Embassy, DANIDA, Ministry of Industry and Trade (MOIT) and VCCI...;
- Discuss and work with stakeholders including authorities, development partners, financial institutions, CSOs... on related energy work and support in Vietnam especially for corporate sectors (aim is to understand ongoing initiatives and ensure synergies/avoid duplication);
- Make selection of representatives from the 3 sectors (Wood, Seafood and Garment & Textile Processing) and design questionnaires that will be used during the interview with companies/factories, to be agreed by WWF Vietnam;
- Interview companies/factories representing the 3 sectors (at least 3 companies/factories per sector) covering: their concerns, challenges, their current situation and their understanding on the application of sustainable energy in their production process and what their expectations/recommendations are of the steps needed to implement sustainable energy;
- Assess the current socio, economic and environmental impact of these companies/factories' reliance on conventional technologies;
- Analyse and describe at a high-level the technical and economic potential for energy efficiency and renewable energy for the 3 targeted sectors;
- Survey and assess the feasibility for implementing and replicating sustainable energy program in selected sectors;
- Prepare and finalize the analysis report on the selection of sectors and potential application of sustainable energy in selected sectors;

4. **Outputs/deliverables of performance**

- A survey report (electronic format) including but not limited to:
 - Analysis on energy systems of 3 targeted sectors and the current socio, economic and environmental impact of reliance on conventional technologies; current situation of companies/factories applying energy efficiency and renewable energy;
 - Recommendations on the technical and economic potential for energy efficiency and renewable energy for 3 targeted sectors and feasibility of implementing and replicating sustainable energy program; highlight the 2 most potential sectors;
 - List of important stakeholders and existing initiatives;
 - List of companies for each sector including contact details.
- Debrief to WWF with power point presentation.

5. **Timeline**

From 24 October – 25 November 2016

- Final report will be submitted to WWF by 25 November 2016, with debrief (possible over skype)

6. **Workplan**

Task no.	Descriptions	No. of days required	Timeline
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1.	Explain the energy processes for each of these sectors	2	24 Oct – 10 Nov 2016
2.	Research and identify researches/studies/guidelines on sustainable energy including energy audits, identify companies/factories applying good/bad practices		
3.	Work with stakeholders including authorities, development partners, financial institutions...	3	24 Oct – 10 Nov 2016
4.	Prepare questionnaire for study and select representative companies/factories from 3 sectors (Forestry, Aquaculture, Garment & Textile)	2	24 Oct – 10 Nov 2016
5.	Work & interview companies/factories on information required;	5	24 Oct – 10 Nov 2016
6.	Assess the current socio, economic and environmental impact of these companies/factories' reliance on conventional technologies	1	10-25 Nov 2016
7.	Analyse and describe at a high-level the technical and economic potential for energy efficiency and renewable energy for the 3 targeted sectors	1	10-25 Nov 2016
8.	Survey and assess the feasibility for implementing and replicating sustainable energy program in selected sectors	2	10-25 Nov 2016
9.	Prepare and finalize the analysis report on the selection of sectors	4	10-25 Nov 2016
	Total	20*	

*days only for reference, it will be detailed depending on workplan proposed by bidders/tenderers

7. Qualification requirement:

- Master degree in environmental engineering, energy management or relevant fields
- 10 years of experience working on energy auditing/accounting, sustainable energy and/or environmental resources management
- Profound understanding of energy issues, especially perspectives about energy efficiency and renewable energy in business sectors in Vietnam.
- Understanding of different methods of measuring energy cost in Vietnam and in the world
- Experience of working with international organization preferred.
- Team with at least 1 Vietnamese consultant.

8. Location

The work will be conducted in either in Hanoi, HCM or provinces. Companies/Factories/Partners participating in this study can be located in different provinces.

9. Budget

Total budget for consultation service is up to 7,000 USD including consultancy fee and travel if required.



10. Proposal required

- (1) Profile of service provider
- (2) Proposed methodology, workplan, activities, timeframe and budget included.

Budget proposed should following the table on below:

No.	Description	Unit	Rate	Total Amount (Gross)	Remark
I	Consultant fees				
II	Per diems & Accommodations (if any)				
III	Travel				
	TOTAL				

- (3) CV of team leader and members
- (4) Proposal package in English should be sent to:

Ms. Pham Thi Viet Ha

Add: WWF-Vietnam
Villa D13 Thang Long International Village
Cau Giay - Hanoi, Vietnam

HYPERLINK

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