

HRD Terms of Reference

Bahamas

Technical studies and assessments for the preparation of a new operation

TERMS OF REFERENCE

Background of this search

The Bahamas was impacted on September 1st, 2019 by category-five Hurricane Dorian, the strongest on record for the country. The greatest impact was felt on Grand Bahama and Abaco, although some impact also occurred on the island of New Providence. Hurricane Dorian is not an isolated occurrence, but the latest example of recurrent extreme climate events that have impacted The Bahamas.

The IDB activated the Contingent Loan for Natural Disaster Emergencies (BH-O0003) of US\$100 million, with funds from the Contingent Credit Facility for Natural Disaster Emergencies (CCF), to help finance humanitarian and rehabilitation efforts in The Bahamas. The IDB is following the CCF support through a Conditional Credit Line for Investment Projects (CCLIP) “Advancing Renewable Energy in The Bahamas” (BH-O0006) and a First Operation “Reconstruction with Resilience in the Energy Sector in The Bahamas” (BH-L1048 The “Program”), both approved by the IDB on January 29th, 2020. The objectives of the Program are to: (i) support the rehabilitation of the electricity transmission and distribution system and installation of new and resilient RE capacity in Abaco and East Grand Bahama; (ii) promote the adoption of solar photovoltaic (PV) technologies in the Family Island (FI); and (iii) contribute to the improvement of the regulatory framework for RE technologies and the mechanisms for its deployment. The budget of the first operation is US\$80 million (MM).

As executing agency, the Ministry of Finance (MoF) monitors, reviews, and evaluates the performance of the Program. The Project Execution Unit (PEU) established within the MoF is responsible for the overall execution of the Program Components and is coordinating activities with other relevant stakeholders, and public administration entities such as the Ministry of Works and Utilities (MoWU), BPL, Ministry of Environment and Natural Resources (MoENR), inter alia. The PEU is staffed with a team of technical and fiduciary professionals who conduct the coordination, administration, legal, regulatory, communication, environmental, financial management, and monitoring and controlling responsibilities for the Program, among others. Each component is being advanced by a technical team who assists the Program Coordinator (PC), ensuring that activities are addressed effectively to achieve the project goals within the prescribed timeframe.

The team’s mission

The market penetration of energy efficiency, renewable energy and electric mobility is a top priority for IDB member countries as a means of decreasing their dependency on fossil fuels and the associated volatile international prices, increasing diversification of energy sources and/or as a climate change mitigation measure. Additionally, it is important to support clients on institutional capacity, regulatory and legal framework in relation to energy sector and utility reform. The sharp increase in demand for IDB resources provides the Bank with an important challenge regarding the timely and effective execution of

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its operations to ensure the achievement of its development impact in the different countries of the Caribbean Region and for this consultancy in particular in The Bahamas.

Accordingly, the Bank is emphasizing the execution and disbursements of all operations, creating important targets to be met by each Division and making supervision of all operations will be critical in the following years. Therefore, to ensure that operations are executed as proposed and that timely disbursements are made, a thorough follow up should be implemented. At the same time, the increase in technical cooperation supporting the energy field operations will require further support and management.

What you will do:

The objective of this consultancy is to provide support to the Energy Division (INE/ENE) of the Inter-American Development Bank (IDB) executing the Technical Cooperation *Support to the Preparation of Loan*, including preparation of reports, conducting research in the energy sector, gathering and analyzing energy related data through statistical analysis, creating, and preparing and reviewing write ups or documents in the energy field.

Specifically, the Consultant will:

- i. Collaborate in planning and executing activities.
- ii. Provide technical support and perform quality control reviews of energy operational documents for accuracy, clarity, conciseness and consistency.
- iii. Participate in Quality Risk Review of energy projects, briefing, energy projects meetings, negotiations and missions, and prepare minutes, briefs on projects status.
- iv. Support the preparation and implementation of a methodology to monitor that supervision plans are consistent with identified risks and mitigation actions as included in project designs.
- v. Support project design activities such as drafting Proposals for Operational Development (POD) and other related documents. Provide and advise the PEU on daily inputs in reference to procurement processes.

Deliverables:

Deliverable	Estimated Duration
1. Workplan	15 days after contract signing
2. Status Reports (1)	2 months after contract signing
3. Status Report (2)	4 months after contract signing or earlier
4. Final Report	6 months after contract signing

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The payments timeline:

- 20 % - submission and approval by the Bank of the Workplan.
- 25 % - submission and approval by the Bank of each status report (1) on the activities completed in accordance with the scope of work.
- 25 % - submission and approval by the Bank of each status report (2) on the activities completed in accordance with the scope of work.
- 30 % - submission and approval by the Bank of the Final Report on the findings and assistances provided on the bidding processes and the recommended approach.

What you will need:

Citizenship: You are a citizen of one of our 48-member countries.

Consanguinity: You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

Education: Master's in law, economics, social science. Specialization in procurement is considered an asset.

Experience: Minimum of 5 years of experience in project procurement. Experience in the English-speaking Caribbean and prior work experience with multilateral agencies required.

Languages: High level of English required.

Opportunity Summary:

- **Type of contract and modality:** Products and External Services Consultant (PEC)
- **Length of contract:** 6 months duration.
- **Starting date:** March 1, 2023
- **Location:** Residence of the consultant
- **Responsible person:** Principal Regional Energy Specialist
- **Requirements:** You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

Our culture: Our people are committed and passionate about improving lives in Latin-America and the Caribbean, and they get to do what they love in a diverse, collaborative, and stimulating work environment. **We are the first Latin American and Caribbean development institution to be awarded the EDGE certification, recognizing our strong commitment to gender equality.** As an employee you can be part of internal resource groups that connect our diverse community around common interests.

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Our team in Human Resources carefully reviews all applications.

DRAFT

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Bahamas

Environmental and social due diligence for project preparation and supervision

TERMS OF REFERENCE

Background of this search

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What you will do:

The Consultant, as part of the Environmental and Social Due-Diligence, will perform the following activities:

Information Review. This should include a review of relevant environmental project documents and information, such as existing Environmental Impact Assessment, Environmental Audit (currently being performed by the project sponsors) environmental permit applications/documents, environmental licenses, concession contract, etc. Since, some relevant information (e.g., the Environmental Audit) is not presently completed/available, the information review by the Consultant will have to be performed throughout the due-diligence and in coordination with the consultant performing the Environmental Audit for the project sponsors.

Site Reconnaissance. A site reconnaissance will be performed consisting of: 1) visual observations of relevant project areas; 2) meetings with relevant individuals/entities associated with the Project in order to discuss the environmental aspects and issues; and 3) obtaining any additional information required. Given the project characteristics, it is anticipated that two site visits will be necessary by the Consultant.

Report Preparation. Two documents will be required associated with the Environmental and Social Due-Diligence: 1) Environmental and Social Assessment (ESA), which consists of a detailed summary of the environmental and social aspects of the project based upon existing documentation and information, including an introduction, project description, legal and institutional framework, environmental and social conditions, potential environmental and social impacts, and proposed environmental and social mitigation and monitoring measures; and 2) Environmental and Social Due-Diligence Report (ESDR), which presents the Consultant's expert opinions (i.e., conclusions and recommendations) related to their evaluation of the environmental and social aspects of the project (e.g., impacts not identified or adequately evaluated, impacts not properly mitigated, insufficient monitoring programs, potential environmental risks and liabilities).

Deliverables:

Deliverable	Estimated Duration
1. Workplan	15 days after contract signing
2. Information review	2 months after contract signing

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3. Site Reconnaissance	3 months after contract signing or earlier
4. Report preparation	5 months after contract signing or earlier

The payments timeline:

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- 15 % - submission and approval by the Bank of the Information review in accordance with the scope of work.
- 25 % - submission and approval by the Bank of Site Reconnaissance completed in accordance with the scope of work.
- 40 % - submission and approval by the Bank of the Final Report on the findings and assistances provided on the bidding processes and the recommended approach.

What you will need:

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Education: Master's in law, economics, social science. Specialization in procurement is considered an asset.

Experience: Minimum of 10 years of experience in project procurement. Experience in the English-speaking Caribbean and prior work experience with multilateral agencies required.

Languages: High level of English required.

Opportunity Summary:

- **Type of contract and modality:** Products and External Services Consultant (PEC)
- **Length of contract:** 5 months duration.
- **Starting date:** March 1, 2023
- **Location:** Residence of the consultant
- **Responsible person:** Principal Regional Energy Specialist
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Bahamas

Implementation support for the ongoing operation and the early stages of the new project

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The team's mission

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What you will do:

The objective of this consultancy is to support the preparation of the project, through the various stages of review and approval. As part of this process the consultant may carry out an institutional capacity assessment of the entities involved in the program. The scope of the evaluation would include the technical and administrative capacity to carry out project activities related to compliance with the commitments to be fulfilled prior to disbursement of the second and third operations.

The consultant will perform the following activities:

- a. Support the project team leader (PTL) in the preparation of the Project Profile (PP), the Proposal for Operation Development (POD) and the Loan Proposal. This will include assistance in preparing and revising the Policy Matrix and other annexes to the loan documents.
- b. Participate in missions as requested, assisting the team leader in collecting information for the development of the project documents, particularly the Institutional Arrangements chapter.
- c. Provide written material for inclusion in the PP and POD, for both the first PBL and the investment (TC) loans.
- d. Participate, as requested by the project team leader, in internal Bank management review meetings, and prepare revisions to PP and POD inputs as needed, for both the first PBL and the investment (TC) loans.
- e. Prepare the institutional assessment annex to the loan documents using the following general approach:
- f. Prepare a questionnaire for the collection of the required information on the entities involved in the project. The findings from the questionnaire will be used in the preparation of the POD Institutional Aspects chapter. Guidelines on the content of this questionnaire will be provided by the project team leader.
- g. Prepare a report providing the main problems presented by each entity, recommendations on how to mitigate these problems and the results to be achieved. In addition, the consultant will prepare a proposal for the project execution scheme.

The consultant will deliver the following products:

- a. Revisions to drafts of the PP, POD and Loan Proposal
- b. Preparation / revision of other written materials (mission aide memoirs, loan document annexes, etc.) as requested.
- c. With regard to the Institutional Assessment annex to the POD and Loan Proposal:

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- d. Completed questionnaire (parts 1 and 2), for the preparation of the Institutional Aspects Chapter of the POD of the investment loan and for the Institutional execution assessment, respectively.
- e. Document suitable for inclusion in the POD of the investment loan as the Institutional Aspects Chapter.
- f. Document comprising the Institutional execution assessment, including the recommendations to mitigate the problems and a proposal for the project execution scheme.
- g. Document suitable for annexation to the POD providing more detail on the institutional arrangements

Deliverables:

Deliverable	Estimated Duration
1. Workplan	15 days after contract signing
2. Status Reports (1)	2 months after contract signing
3. Status Report (2)	5 months after contract signing or earlier
3. Status Report (3)	8 months after contract signing
4. Final Report	12 months after contract signing

The payments timeline:

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- 15 % - submission and approval by the Bank of each status report (1) on the activities completed in accordance with the scope of work.
- 25 % - submission and approval by the Bank of each status report (2) on the activities completed in accordance with the scope of work.
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Experience: Minimum of 10 years of experience in project procurement. Experience in the English-speaking Caribbean and prior work experience with multilateral agencies required.

Languages: High level of English required.

Opportunity Summary:

- **Type of contract and modality:** Products and External Services Consultant (PEC)
- **Length of contract:** 12 months duration.
- **Starting date:** August 1, 2023
- **Location:** Residence of the consultant
- **Responsible person:** Principal Regional Energy Specialist
- **Requirements:** You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

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Bahamas

Diagnosis of energy efficiency baseline and policy design for highest priority measures

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Background of this search

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The team’s mission

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What you will do:

The objective of this consultancy is the assessment and development of a country national energy efficiency roadmap based on the most critical measures.

The consultant will perform the following activities:

- a. Overview of the current law and regulation for sustainable energy project in the Bahamas.
- b. Determination of baseline information on the existing energy efficiency laws and regulations in the Bahamas.
- c. Assessment of current energy efficiency infrastructure upgrades needs to increase resiliency.
- d. Assessment on the potential for introducing energy efficiency measures and main barriers on each of the countries at least the following technologies should be included: EE active and passive measures.
- e. Assess and quantify the investment cost of implementation of energy efficiency projects estimate the all-in cost of each technology.
- f. Analyze financial and economic viability for each energy efficiency measure adopted.
- g. Identify the corresponding reduction in carbon emissions to be achieved in implementing the energy efficiency projects.
- h. Development of a Cost-Benefit analysis for the introduction of the different technologies including resiliency measures and other resiliency actions in existing facilities.
- i. Recommend on the better applicable energy efficiency technologies in the country and advise on the successful deployment and expansion of those technologies including policy and regulatory aspects.
- j. Identify the financial needs to promote electricity generation with energy efficiency measures, as well as the potential sources of financing and instruments available to fund this kind of project.

Deliverables:

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What you will need:

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Consanguinity: You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

Education: Graduate in economics, sanitary engineering, civil engineering or equivalent, with a master's degree in finance, economics or equivalent field

Experience: At least ten (10) years of general experience, of which at least seven (7) years of specific experience in energy efficiency projects. Experience in the English-speaking Caribbean and prior work experience with multilateral agencies required.

Languages: High level of English required.

Opportunity Summary:

- **Type of contract and modality:** Products and External Services Consultant (PEC)
- **Length of contract:** 6 months duration.
- **Starting date:** March 15, 2024
- **Location:** Residence of the consultant
- **Responsible person:** Principal Regional Energy Specialist
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Technical studies on clean energy

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Accordingly, the Bank is emphasizing the execution and disbursements of all operations, creating important targets to be met by each Division and making supervision of all operations will be critical in the following years. Therefore, to ensure that operations are executed as proposed and that timely disbursements are made, a thorough follow up should be implemented. At the same time, the increase in technical cooperation supporting the energy field operations will require further support and management.

What you will do:

The objective of this consultancy is to support the preparation of the project, through the various stages of review and approval. As part of this process the consultant may carry out an institutional capacity assessment of the entities involved in the program. The scope of the evaluation would include the technical and administrative capacity to carry out project activities related to compliance with the commitments to be fulfilled prior to disbursement of the second and third operations.

The consultant will perform the following activities:

- Coordination with the designated Team Leaders in the IDB to carry out several activities in support of the development of sustainable energy projects, including:
- Work with the Team Leaders on the identification of needs for studies and technical assistance and/or for investment, in the areas of energy efficiency, renewable energy, rural energy, distributed generation, natural gas and clean production projects.
- Work with the Team Leaders on the preparation of profiles for technical cooperation and/or for investment.
- Work with the Team Leaders in the organization of related meetings, fora and other events.
- Identify and propose consultants with specific areas of expertise to undertake any additional specific required work; and prepare the necessary terms of reference and other related materials needed for contracting their services.
- Structure related missions to beneficiary countries, including the needed participants; prepare, as needed, the agenda for the missions, mission reports; and participate on the missions.

Deliverables:

Deliverable	Estimated Duration
1. Workplan	15 days after contract signing
2. Status Reports (1)	2 months after contract signing
3. Status Report (2)	4 months after contract signing or earlier
4. Final Report	6 months after contract signing

HRD Terms of Reference

The payments timeline:

- 20 % - submission and approval by the Bank of the Workplan.
- 25 % - submission and approval by the Bank of each status report (1) on the activities completed in accordance with the scope of work.
- 25 % - submission and approval by the Bank of each status report (2) on the activities completed in accordance with the scope of work.
- 30 % - submission and approval by the Bank of the Final Report on the findings and assistances provided on the bidding processes and the recommended approach.

What you will need:

Citizenship: You are a citizen of one of our 48-member countries.

Consanguinity: You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

Education: Graduate in economics, sanitary engineering, civil engineering or equivalent, with a master's degree in finance, economics or equivalent field.

Experience: At least seven (7) years of general experience. The Sustainable Energy Expert should have training and/or work-related experience in preparing and implementing projects in renewable energy and energy efficiency, and acquaintance with rural energy, distributed generation, natural gas, clean production and climate change projects, particularly in private sector-oriented projects. Experience in the English-speaking Caribbean and prior work experience with multilateral agencies required.

Languages: High level of English required.

Opportunity Summary:

- **Type of contract and modality:** Products and External Services Consultant (PEC)
- **Length of contract:** 6 months duration. Level of effort 40 days equivalent
- **Starting date:** March 15, 2024
- **Location:** Residence of the consultant
- **Responsible person:** Principal Regional Energy Specialist
- **Requirements:** You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

Our culture: Our people are committed and passionate about improving lives in Latin-America and the Caribbean, and they get to do what they love in a diverse, collaborative, and stimulating work environment. **We are the first Latin American and Caribbean development institution to be awarded the EDGE certification, recognizing our strong commitment to gender equality.** As an employee you can be part of internal resource groups that connect our diverse community around common interests.

We encourage women, afro-descendants, people of indigenous origins, and persons with disabilities to apply.

HRD Terms of Reference

About us: At the IDB, we're committed to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48-member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

Our team in Human Resources carefully reviews all applications.

DRAFT

HRD Terms of Reference

Bahamas

Institutional Strengthening and capacity building activities

TERMS OF REFERENCE

Background of this search

The Bahamas was impacted on September 1st, 2019 by category-five Hurricane Dorian, the strongest on record for the country. The greatest impact was felt on Grand Bahama and Abaco, although some impact also occurred on the island of New Providence. Hurricane Dorian is not an isolated occurrence, but the latest example of recurrent extreme climate events that have impacted The Bahamas.

The IDB activated the Contingent Loan for Natural Disaster Emergencies (BH-O0003) of US\$100 million, with funds from the Contingent Credit Facility for Natural Disaster Emergencies (CCF), to help finance humanitarian and rehabilitation efforts in The Bahamas. The IDB is following the CCF support through a Conditional Credit Line for Investment Projects (CCLIP) “Advancing Renewable Energy in The Bahamas” (BH-O0006) and a First Operation “Reconstruction with Resilience in the Energy Sector in The Bahamas” (BH-L1048 The “Program”), both approved by the IDB on January 29th, 2020. The objectives of the Program are to: (i) support the rehabilitation of the electricity transmission and distribution system and installation of new and resilient RE capacity in Abaco and East Grand Bahama; (ii) promote the adoption of solar photovoltaic (PV) technologies in the Family Island (FI); and (iii) contribute to the improvement of the regulatory framework for RE technologies and the mechanisms for its deployment. The budget of the first operation is US\$80 million (MM).

As executing agency, the Ministry of Finance (MoF) monitors, reviews, and evaluates the performance of the Program. The Project Execution Unit (PEU) established within the MoF is responsible for the overall execution of the Program Components and is coordinating activities with other relevant stakeholders, and public administration entities such as the Ministry of Works and Utilities (MoWU), BPL, Ministry of Environment and Natural Resources (MoENR), inter alia. The PEU is staffed with a team of technical and fiduciary professionals who conduct the coordination, administration, legal, regulatory, communication, environmental, financial management, and monitoring and controlling responsibilities for the Program, among others. Each component is being advanced by a technical team who assists the Program Coordinator (PC), ensuring that activities are addressed effectively to achieve the project goals within the prescribed timeframe.

The team’s mission

The market penetration of energy efficiency, renewable energy and electric mobility is a top priority for IDB member countries as a means of decreasing their dependency on fossil fuels and the associated volatile international prices, increasing diversification of energy sources and/or as a climate change mitigation measure. Additionally, it is important to support clients on institutional capacity, regulatory and legal framework in relation to energy sector and utility reform. The sharp increase in demand for IDB resources provides the Bank with an important challenge regarding the timely and effective execution of its operations to ensure the achievement of its development impact in the different countries of the Caribbean Region and for this consultancy in particular in The Bahamas.

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Accordingly, the Bank is emphasizing the execution and disbursements of all operations, creating important targets to be met by each Division and making supervision of all operations will be critical in the following years. Therefore, to ensure that operations are executed as proposed and that timely disbursements are made, a thorough follow up should be implemented. At the same time, the increase in technical cooperation supporting the energy field operations will require further support and management.

What you will do:

The objective of this consultancy is to support the project team in the evaluation of the institutional capacity of the executing agency, as well as define the institutional strengthening activities needed for proper implementation of the project.

The institutional strengthening activities needed for proper implementation of the project should be in coordination with the activities that are being implemented (and will be implemented) in other operations of the Bank, and should include a description of activities, scope, budget and unit responsible for implementation.

The consultant will evaluate the institutional capacity of NWA, identifying strengths and weaknesses, causes, risk levels, and alternative solutions to the identified problems.

The consultant will perform the following activities:

- General diagnostic of the main aspects related to the institutional, technical, administrative and financial capacity, including a detailed description of the institutional organization, particularly the arrangements related to the execution of the operation, the proposed execution mechanism, the main procedures in the operation and generation of financial and accounting information.
- Prepare the Institutional Strengthening Plan, in coordination with ongoing and planned activities. This Plan will include actions, timeframes, estimated costs and responsible units / agencies in charge of its implementation.
- Prepare and submit a report regarding the execution scheme of the project, with relation to institutional organization, resources administration, structure, procedures and organization of the internal control.

The diagnostic will include the following areas: internal control, institutional organization to execute the program, proposed execution mechanism, and financial and administrative aspects related to:

- Organization, structure, operation and administration procedures associated with the execution of the program.
- Planning and programming activities.
- Main administrative procedures, internal information systems, in particular related to procurement, supervision, budget, and in the technical areas including engineering, environment, and social (land acquisition, resettlement, etc.) issues.
- General framework for the supervision of the operation.

HRD Terms of Reference

- The consultant will have to take into consideration the previous performance of NWA and MWT during execution of prior operations funded by the Bank, other international donors and with their own budget.
- The purpose of this diagnostic is to identify risk areas that might affect the execution, internal control procedures and administration of the operation, as well as in the processes that generate information in the financial, accounting and operational areas that will be use as inputs for management decisions and/or impact indicators. The consultant will develop a list of actions that could mitigate the identified risks, including timing, cost and responsibility for their implementation.

Deliverables:

Deliverable	Estimated Duration
1. Workplan	15 days after contract signing
2. Status Reports	2 months after contract signing
3. Final Report	4 months after contract signing

The payments timeline:

- 20 % - submission and approval by the Bank of the Workplan.
- 45% - submission and approval by the Bank of each status report on the activities completed in accordance with the scope of work.
- 35 % - submission and approval by the Bank of the Final Report on the findings and assistances provided on the bidding processes and the recommended approach.

What you will need:

Citizenship: You are a citizen of one of our 48-member countries.

Consanguinity: You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

Education: Master's in law, economics, social science.

Experience: At least ten (10) years of general experience. Professional in engineering, economics or administration, with at least 10 years of experience in institutional analyses of agencies in charge of execution of investment programs with multilateral financing. The consultant shall be able to communicate fluently in English.

Languages: High level of English required.

HRD Terms of Reference

Opportunity Summary:

- **Type of contract and modality:** Products and External Services Consultant (PEC)
- **Length of contract:** 8 months duration.
- **Starting date:** September 15, 2023
- **Location:** Residence of the consultant
- **Responsible person:** Principal Regional Energy Specialist
- **Requirements:** You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

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