



PROCUREMENT MANAGEMENT UNIT

REQUEST FOR PROPOSAL

FOR

CONSULTANCY FOR THE FEASIBILITY STUDY ON THREE (3) HYDROGEN VALLEYS AS IDENTIFIED IN THE GREEN HYDROGEN STRATEGY (GHS)- (NORTHERN KUNENE REGION)

Procurement No: SC/RP/NAM-RS-004 -01/2023

Name of Bidder		
E-mail Address		
Postal Address		
Contact Phone Number	Work:	Mobile:
Contact Person		

**Client: Environmental Investment Fund of Namibia (EIF),
Physical Address: 8933 Heinitzburg Heights,
c/o Heinitzburg & Dr. Theo Ben-Gurirab Streets, Klein Windhoek,
P O Box 28157,
Auas Valley, Windhoek,
Tel: +264 61 431 7700**

Closing Date: 02 June 2023 @12H00

Initials _____

Request for Proposal

LETTER OF INVITATION

15 May 2023

Dear Sir/Madam

Subject: CONSULTANCY FOR THE FEASIBILITY STUDY ON THREE (3) HYDROGEN VALLEYS AS IDENTIFIED IN THE GREEN HYDROGEN STRATEGY (GHS)- NOERTHERN KUNENE REGION

1. You are hereby invited to submit technical and financial proposals for the **Consultancy for the feasibility study on three (3) Hydrogen Valleys as identified in the Green Hydrogen Strategy (GHS)- for Northern Kunene Region** which could form the basis for future negotiations and ultimately, a contract between you and EIF.
2. The purpose of this assignment is to:
 - (a) Identify a suitable consultant to render the above-mentioned services, on behalf of EIF during the period indicated in the ToR.
3. The following documents are enclosed to enable you to submit your proposal:
 - (a) the Terms of Reference (TOR) [Annexure 1];
 - (b) supplementary information and mandatory documents for consultant.
 - (c) a sample format of the Service Contract under which the service will be performed
4. Any request for clarification should be forwarded in writing to EIF- Procurement Unit DHamukwaya@eif.org.na OR JMaharero@eif.org.na). Request for clarifications should be received 5 days prior to the deadline set for submission of proposals.
5. The Government of the Republic of Namibia requires that bidders/suppliers/contractors participating in the procurement in Namibia observe the highest standard of ethics during the procurement process and execution of contracts.
Consultant are advised to consult the website of the Procurement Policy Office: www.mof.gov.na/procurement-policy-unit to acquaint themselves with the legislations related to public procurement in the Republic of Namibia.

Initials_____

6. Eligibility

- (a) A Consultant that is under a declaration of ineligibility by the Government of Namibia in accordance with applicable laws at the date of the deadline for bid submission and thereafter shall be disqualified.
- (b) Proposals from Consultant appearing on the ineligibility lists of African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, Inter-American Development Bank Group and World Bank Group shall be rejected.
- (c) Consultant should submit a statement on past and present declaration of ineligibility, if any, by any local/international agency or any termination of contract for unsuccessful completion of assignment, giving adequate details to enable a fair assessment.

7. Submission of Proposals

The proposals from the Consultant shall be submitted in two separate envelopes with the following parts:

Part A: Mandatory documents for consultant.

Part B: Technical Proposals

Part C: Financial Proposals

The hard copy proposals must be deposited into the bid box on or before: **Friday, 02 June 2023 at 8933 Heinitzburg Heights, c/o Heinitzburg & Dr. Theo Ben-Gurirab Streets, Klein Windhoek at 12h00PM.**

OR

Electronic proposals must be mailed to DHamukwaya@eif.org.na on or before closing date and time (12h00 PM Namibian time).

8. Documents comprising the Bids

The Bid submitted by the Bidder shall comprise the following:

1. have a valid certified copy of company Registration Certificate by the relevant authorities of business registration in country of origin.
2. Certified ID/passport copies of Directors/Shareholders of the entity/individual firm.

9. Deciding Award of Contract

Only those Consultants scoring a total of 70 marks on the overall assessment shall be considered for the assignment. Negotiations will start with the Consultant scoring the highest marks and if negotiation is not successful, negotiation will start with the next best ranked Consultant and so on until an agreement is reached. Should you be contacted for negotiations, you must be prepared to furnish the detailed cost break-down and other clarifications to the proposals submitted by you, as may be required to adjudge the reasonableness of your price proposals.

10. Rights for Public Entity

- (a) Please note that the EIF is not bound to select any of the Consultants' submitting proposals.
- (b) Please note that the cost of preparing a proposal and of negotiating a contract including visits to Namibia, if any, is not reimbursable as a direct cost of the assignment.

11. Duration of Assignment

The detailed schedule will be discussed with the successful Consultant prior to the commencement of the assignment. The estimated duration, however, is up to **3 months** to undertake the assignment.

12. Validity of Proposal

You are requested to hold your proposal valid for ninety (180) days from the deadline for submission of proposals during which period you will maintain without change, your proposed price. The Environmental Investment Fund of Namibia will make its best efforts to finalize the agreement within this period.

13. Commencement date of Assignment

Assuming that the contracting process be satisfactorily concluded within June 2023, you will be expected to take up/commence with the assignment in June 2023.

14. Tax Liability

Please note that the remuneration which you receive from this contract will be subject to normal tax liability in Namibia.

15. Insurance

The Consultant shall meet the cost of any insurance and/or medical examination or treatment required by him/her in the course of performing the services.

16. Confirmation of Invitation to submit proposal

We should appreciate if you would inform us by hand delivery:

- (a) your acknowledgment of the receipt of this Letter of Invitation within seven (7) working days and
- (b) further indicate whether or not you will be submitting the proposal.

17. The EIF would like to thank you for considering this invitation for submission of proposals.

Yours faithfully,

D.H. Hamukwaya
Secretary to the Procurement Committee

Enclosures:

Annexure 1: Terms of Reference.

Annexure 2: Supplementary information and mandatory documents for consultant.

NOTICE TO BIDDERS

1. Please take note to initial pages as per the responsiveness criteria checklist of the standard bidding document and initial all the supporting documents including company profiles, brochures, etc.
2. Take note to sign all relevant pages as stipulated in the standard bidding document.
3. Take note to stamp all pages where it is indicated that a stamp is required in addition to the signatures.
4. Take note to duly fill in all forms, sign and/or stamp as required.

No.	SECTION OF SBD	REQUIREMENT	YES/NO	SIGNATURE
1	Bidding Document	Have you initialed all pages of the bidding document? MANDATORY		
2	Form F-1 Bid Submission	Have you completed, initialed and signed this form? MANDATORY		
3	Form F-2 CVs	Have you submitted and initialed all pages of each CV? MANDATORY		
4	Form- F-3 Consent Letter for use of CV	Have you submitted and initialed all Consent Letter for each CV submitted? MANDATORY		
5	Form F-4 Assignments of similar nature	Have you submitted and initialed all reference letters as required? MANDATORY		
6	Form F-5 Cost Estimate of Services	Have you initialed all pages of the cost estimates submitted in a separate envelope? MANDATORY		

NB: Bids will not be evaluated further if the above instructions are not complied to.

TERMS OF REFERENCE

**Consultancy for the Feasibility Study on three (3)
Hydrogen Valleys**

GREEN HYDROGEN VALLEYS

PROJECT CONTEXT

The Environmental Investment Fund (EIF) of Namibia is a State-Owned Enterprise, established through the Environmental Investment Fund Act of 2001. The main purpose of the EIF is to raise financial resources for direct investment in environmental protection and natural resource management activities and projects. The EIF in 2015, obtained accreditation by the Green Climate Fund (GCF). The GCF is a unique global fund, established within the rubric of the UN Framework Convention on Climate Change (UNFCCC), as a response to climate change for investing in low-emission and climate-resilient development. Nevertheless, the GCF recognizes that developing countries may face capacity constraints in developing climate finance proposals.

As a result, on the 31st of December 2021, the GCF approved the Readiness Proposal for the Republic of Namibia titled: “Green, Resilient Recovery Rapid Readiness Support in Namibia” **(NAM-RS-004)**. The Readiness and Preparatory Support project objective is to support the feasibility study on the three (3) green valleys as identified in the Green Hydrogen Strategy (GHS). The identified hydrogen valleys are in the Southern Region (Kharas), the Central region (including Walvis Bay Port and the capital Windhoek) and the Northern Region (Kunene). The project is implemented by the Environmental Investment Fund (EIF) through a Readiness Project Team in close collaboration with the Office of the President’s Performance Delivery Unit (PDU).

The EIF’s NAM-RS-004 project hereby seeks services of a **consulting firm** or **consultant(s)** with the relevant expertise to undertake feasibility studies on the green hydrogen three valleys.

1. PURPOSE

The overall purpose of the consultancy is to conduct a feasibility study on the identified hydrogen valleys to assess the viability of green hydrogen production and its derivatives in the identified valleys.

A feasibility study is a preliminary systematic assessment of all critical elements of the project-from technologies and costs to environmental and social impacts. It is a screening aimed at identifying the most promising idea(s) and discarding the unattractive options, ultimately saving time and money.

The overall sustainable development of Africa and indeed the global effort to reduce climate degradation will stem from a holistic energy system driven by renewable energy. This challenge of reaching 100% renewable based energy systems will require joint effort and partnership across borders to find feasible climate-friendly solutions.

Three hydrogen valleys have been identified to form part of the green fuel ecosystem. The three hydrogen valleys will produce ammonia, synthetic fuels and hot briquetted iron (HBI) in the southern region (Karas), the central region (including Walvis Bay port and the capital Windhoek) and the northern region (Kunene) as described in the Namibia Green Hydrogen and Derivatives Strategy, November 2022.

The **southern //Karas region** is blessed with a world class blend of wind and solar renewable power resource, providing an excellent platform for the production of low-cost green hydrogen. In 2021 the Namibian Government launched the Southern Corridor Development Initiative (SCDI) aimed at hydrogen catalysed development in the region. This development includes Green Steel, Green Mining, and Green Agriculture all within the Southern region.

This **central region** includes the Erongo, Khomas and Otjozondjupa regions which are home to a large portion of Namibia's workforce. It is also well positioned from an infrastructure perspective with road, rail and port facilities linking the three (and farther afield) regions and has an abundance of solar resource. It is envisaged that this region become a "hub" for the production of Synfuels and related green hydrogen equipment manufacturing facilities.

The **northern Kunene region** is blessed with a world class blend of wind and solar renewable power resources, providing an excellent platform to produce low-cost green hydrogen. The coastline is relatively uninhabited and remote from existing infrastructure which will enable bespoke development for the needs of a green hydrogen and related derivatives industry.

NB: For clarity, each Bidder is required to **submit a proposal for a specific Valley on an individual basis** (ie. 1 submission for Valley 1, 1 submission for Valley 2 and 1 submission for valley 3). It is not required for a bidder to submit bids for all 3 valleys and flexibility exists to submit bids for 1, 2 or 3 Valleys.

2. SCOPE OF WORKS FOR EACH VALLEY FEASIBILITY

The feasibility conducted by the successful consultant will need to provide assessment of the following items:

- Total renewable energy output possible for the valley.
- Total Green Hydrogen production potential of the valley.
- Environmental considerations and impacts.
- Direct Infrastructure requirements and costs to develop.
- Shared infrastructure requirements and costs to develop.
- Due diligence on land availability.
- Green Industrialisation opportunities including the ability of the valleys to host a green industrial zone. (A dedicated place where manufacturing can take place using excess electrons from the hydrogen project).
- Potential Socio-Economic impact to the Valley (Region).
- Assessment of additional enablers for the Valley.
- Assessment of Regional and International integration.
- Consolidated roadmap for the full development of the Valley.

3. DELIVERABLE FOR THE ASSIGNMENT

The successful consultant will be required to deliver a full feasibility report for the requisite Valley incorporating all aspects outlined in the scope of works. This feasibility will be used to inform the relevant stakeholders on the approach to take when developing the respective Valley.

4. EXPERTISE REQUIRED AND CONSULTANCY MANAGEMENT

The Consultant or consulting firm is expected to have the following profile.

i. Lead Consultant

The Lead Consultant will possess strong project management skills and experience. A detailed understanding of the energy industry of Namibia must be demonstrated and an understanding of the International and Regional Green Hydrogen environment will be key.

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ii. Additionally, the Lead Consultant will require:

- Ten (10) years of experience in the energy sector (renewable or green hydrogen sector).
- Consulting experience in the public and private sectors especially in development of national/regional policies, strategies, regulations and relevant studies in energy sector.
- A good knowledge and/or experience of hydrogen technologies and various applications.
- Ability to coordinate inter-disciplinary teams and manage complex assignments in a multi-cultural setting.
- Ability to control and manage high level meetings.
- Data acquisition and analysis skills will be important.
- English proficiency, both in writing and speaking, and speaking proficiency in a local language.

iii. Qualifications

Education:

- A relevant Master's degree or higher qualification (PhD is an added advantage) in engineering, economics, business or other relevant subjects.
- Project Management Certification or Degree.
- Key staff should have an advanced university degree in energy, economics, environmental science, engineering, law or any related field.
- Other members of the team must have a similar background and with professional qualifications and experience to complement the team leader.

Experience

- In-depth knowledge and experience in green hydrogen, renewable energy, policy-making, and legal and regulatory aspects.
- An excellent understanding of the global energy economics, particularly green hydrogen, business and political landscape and the unique developmental challenges facing Africa in general.
- Understanding of Green hydrogen in Namibia or previous work related to Green Hydrogen is a pre-requisite.

iv. The lead Consultant or consulting firm should include the following personnel/expertise:

- a) Energy sector expert (Masters related degree with minimum 10 years’ experience in policy, infrastructure, and governance).
- b) Finance expert (Masters related degree with minimum 10 years’ experience in economics and finance in the energy sector).
- c) Environmental expert (Masters related degree with minimum 10 years experience in Environmental assessment within Namibia).
- d) Infrastructure engineer (Masters related degree with minimum 10 years’ experience in Infrastructure design and assessment within Namibia).

5. KEY DELIVERABLES

- (i). Inception report or work plan within **5 days** of award.
- (ii). Regional consultations meetings (**within 1 months**).
- (iii). Draft feasibility study report (**within 2 months**)
- (iv). Feasibility study report with stakeholders’ inputs (**within 3 months**).

6. TIMEFRAMES

- a. The total consultancy period will be 3 months.
- b. Expected start date: **12 June 2023**

7. EXPECTED INDICATORS AND PAYMENT SCHEDULE

No	Output	Timeline	% of payment	Target date all in 2023
Contracting				16 June
1.	Inception report on proposed methodology, work plan, strategy etc.	Within 5 days after the contracting date.	30%	June
2.	Attend and lead stakeholder consultative meetings with EIF and PDU. Also consult some key stakeholders one-on-one as necessary.	To be advised by EIF but within 14 days of contracting.	N/A	June

3.	Develop and submit to EIF/PDU first draft of deliverables.	Within 45 days after contracting.	30%	July
4.	Submit second revised draft of deliverables for EIF/PDU review and comment.	Within 15 days after submission of initial report.	20%	August
5.	Undertake stakeholder validation meeting (organised by EIF), incorporate stakeholder inputs and resubmit to EIF.	To be advised by EIF but within 15 days of Step 4.	10%	August
6.	Submission of final outputs to EIF/PDU.	Not later than 31 st August 2023.	10%	31 st August
TOTAL:			100%	

8. PROPOSAL SUBMISSION REQUIREMENTS

- a. **Technical proposal** not exceeding 20 pages in length with the proposed approach and activities to be taken for the implementation and management of the assignment, including a detailed methodology, an operational work plan with timelines and track record of consultant/team, etc.
- b. **Financial offer/budget** including breakdown of costs with man-days for each team members (if team approach is utilized).
- c. **Curriculum Vitae** of lead consultant and of each member of the team (if a team approach is utilized)
- d. **Two letters of reference** from Clients on similar / related projects
- e. Other **supporting material** deemed to be relevant to the proposal may be attached as an annex. Although annexes are useful, they will not be evaluated.

9. FURTHER INFORMATION

For procurement enquiries contact:

Mr. David Hamukwaya
 Manager: Procurement Unit
 Email: DHamukwaya@eif.org.na
 Telephone: 061 4317738

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RELEVANT DOCUMENTS FOR FURTHER CONSULTATION

It is highly recommended that the consultants refer to the documents listed below, which can be obtained from the EIF <http://www.eifnamibia.com/>, GCF <http://www.greenclimate.fund/home> and www.gh2namibia.com websites.

1. Funding proposal package for Green, Resilient Recovery Rapid Readiness Support in Namibia
2. GCF Investment Framework
3. GCF Results Management Framework
4. GCF Gender Policy and Action Plan
5. EIF Environmental and Social Safeguards Policy
6. EIF Gender Policy and Action Plan
7. EIF Procurement Policy and Procedures
8. Namibia Green Hydrogen and Derivatives Strategy

Evaluation Criteria

Stage 1: Eligibility and Legal Evaluation

#	DESCRIPTION	Bidder	
		Yes	No
1.	have a valid certified copy of company Registration Certificate by the relevant authorities of business registration in country of origin.		
2.	Certified ID/passport copies of Directors/Shareholders of the entity/individual firm.		
OVERALL LEGAL AND ADMINISTRATIVE COMPLIANCE			

Any bid found non-compliant to this section will not be evaluated further.

Initials _____

Stage 2: Technical Evaluation

#	DESCRIPTION	Proportional value in %
1	<p>Methodology and Work plan:</p> <p>Institutions are expected to demonstrate an understanding of the terms of reference by providing the following:</p> <ol style="list-style-type: none"> Description of Technical Approach and Methodology (Refer to the methodology requirements). (20 marks) Description of Work Plan. This should highlight the breakdown of activities needed to carry out the assignment and the time (10 marks) 	30
2	<p>Overall Ability and Capability to Perform:</p> <p>Relevant Experience of the Consultant in the field related to the assignment:</p> <ol style="list-style-type: none"> Years of experience <ol style="list-style-type: none"> Energy sector expert (10 years and above experience in policy, infrastructure, and governance= 5 marks) (Less than 10 years= 0 mark) Finance expert (10 years and above experience in economics and finance in the energy sector= 5 marks), (Less than 10 years= 0 mark). Environmental expert (10 years' experience and above in Environmental assessment within Namibia= 5 marks), (Less than 10 years= 0 mark). Infrastructure engineer (10 years' experience and above in Infrastructure design and assessment within Namibia= 5 marks), (Less than 10 years= 0 mark). Assignments done in the past 5 years <ul style="list-style-type: none"> Refer to Form-F4 (10 marks) References and testimonials undertaken in similar assignment. <ul style="list-style-type: none"> Two letters of reference from Clients on similar / related projects (5 marks each) 	50
3	<p>Profile of key staff members:</p> <p>Qualifications and competence of the staff for the assignment:</p> <ol style="list-style-type: none"> Qualifications, Training, Education, and certifications of the firm's Human Capital to be involved in execution of the assignment <ul style="list-style-type: none"> Energy sector expert (Master's degree in policy, infrastructure, and governance or related field= 5 marks), (No Master's degree= 0 mark). Finance expert (Master's degree in economics and finance in the energy sector or related field= 5 marks), (No Master's degree= 0 mark). Environmental expert (Master's degree in Environmental assessment within Namibia or related field = 5 marks), (No Master's degree= 0 mark). 	20

	<ul style="list-style-type: none"> Infrastructure engineer (Master's degree in Infrastructure design and assessment within Namibia related field) = 5 marks), (No Master's degree= 0 mark). 	
	OVERALL TECHNICAL SCORE	100

Bidders obtaining more than 70% of the Total Technical Score shall qualify for the financial evaluation.

Stage 3: FINANCIAL EVALUATION

1.1 Financial Bid Price Proposal Score

The Financial Bid Price Score will be calculated for each bidder in accordance with the following formula:

The formula for determining financial Bid Price Proposal scores is the following:

$$F_s = 100 \times F_m / F,$$

in which F_s is the financial score,

F_m = is the lowest price proposal and

F = the price of the proposal under consideration.

$$\frac{\text{the lowest price proposal} \times 100}{\text{the price of the proposal of each bidder}}$$

Bidder	Bid Price (From lowest to highest)	Financial Score

4. TOTAL SCORE AND FINAL RANKING BIDS:

Calculation of Bid Total Score

The Total Bid Score, B_s , will be calculated using weighting factors applied to the financial score and the technical score. The formula for B_s is:

$$B_s = 0.7 \times T_s + 0.3 \times F_s, \text{ where}$$

B_s = the Bid Total Score; T_s = the Technical Score; F_s = the Financial Score

Bidder	Technical (Score \times 0.7)	Financial (score \times 0.3)	Total Bid Score	Rank

Labour Act Compliance Form



Republic Of Namibia

Ministry of Labour, Industrial Relations and Employment Creation

Written undertaking in terms of section 138 of the Labour Act, 2007 and section 50(2)(D) of the Public Procurement Act, 2015

1. EMPLOYERS DETAILS

Company Trade Name:

Registration Number:

Vat Number:

Industry/Sector:

Place of Business:

Physical Address:

Tell No.:

Fax No.:

Email Address:

Postal Address:

Full name of Owner/Accounting Officer:

.....

Email Address:

2. PROCUREMENT DETAILS

Procurement Reference No.:

Procurement Description:

.....

.....

Anticipated Contract Duration:

Location where work will be done, good/services will be delivered:

.....

3. UNDERTAKING

I [insert full name], owner/representative
of [insert full name of company]

hereby undertake in writing that my company will at all relevant times comply fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide to such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

Signature:

Date:

Seal:

Please take note:

- 2. A labour inspector may conduct unannounced inspections to assess the level of compliance*
- 3. This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees rendering service(s) in relations to the goods and services being procured under this contract.*

**SUPPLEMENTARY INFORMATION AND MANDATORY DOCUMENTS FOR
CONSULTANT**

Proposals

1. Proposals should include the following information which will form part of the bid evaluation for this service:

a) Mandatory documents for consultant.

- (i) Company Registration Documents
- (ii) A valid Good Standing with the Receiver of Revenue- NamRA.
- (iii) A valid Good Standing with the Social Security Commission.
- (iv) A valid Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of section 42 of the Affirmative Action Act, 1998.
- (vi) Must submit a written undertaking as contemplated in section 138(2) of the Labour Act, 2007.

b) Technical Proposals

- (i) Curriculum Vitae (Form F-2).
- (ii) An outline of recent experience on assignments/ projects of similar nature executed during the last 5 years (Form F-3).
- (iii) A description of the manner in which the Consultant would plan to execute the work.

c) Financial Proposals

- (i) The financial proposals should be given in the form of summary of Contract estimate (Form F- 4) or formal quotation indicating all cost breakdown.
- (ii) The proposals shall be submitted in one original and one copy of the original.

NB: The proposals shall be submitted in one original and one copy of the original.

Contract Negotiations

1. The aim of the negotiations is to reach an agreement on all points with the Consultant and initial a draft contract by the conclusion of negotiations. Negotiations commence with a discussion of Consultant's proposal, the proposed work plan, and any suggestions you may have made to improve the Terms of Reference. Agreement will then be reached on the final Terms of Reference and the bar chart, which will indicate periods in [weeks/months] and reporting schedule.
2. Once these matters have been agreed, financial negotiations will take place and will begin with a discussion of your proposed payment schedule.

BID SUBMISSION FORM

From: _____

To: _____

Consultancy for the feasibility study on three (3) Hydrogen Valleys as identified in the Green Hydrogen Strategy (GHS)

I/We _____ herewith enclose Technical and Financial Proposals for selection as Consultant for the **Environmental Investment Fund of Namibia**.

I/we undertake that, in competing for (and, if the award is made to me/us, in executing) the above contract, I/we will observe the highest level of ethical conduct.

Yours faithfully

Signature: _____

Full name: _____

Address: _____

Initials _____

FORMAT OF CURRICULUM VITAE (CV) FOR CONSULTANT

Name of Consultant : _____
Profession : _____
Date of Birth : _____
Nationality : _____
Membership in Professional bodies: _____

Key Qualifications:

[Give an outline of experience and training most pertinent to tasks on assignment. Describe degree of responsibility held on relevant previous assignments and give dates and locations. Use about half a page.]

Education:

[Summarize college/university and other specialized education, giving names of institutions, dates attended, and degrees obtained. Use about one quarter of a page.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and employer's references, where appropriate. Use about two pages.]

Languages:

[For each language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing]

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and experience.

Date: *Day/Month/Year*

.....
[Signature of Consultant]

Full name of consultant: _____

Initials _____

Consent Letter for use of CV
(To be duplicated per CV submission)

Name, Surname
Postal Address
(Town/City)
(Country)

Email:

Cell:

Date:

The Environmental Investment Fund of Namibia
8933 Heinitzburg Heights,
c/o Heinitzburg & Dr. Theo Ben-Gurirab Streets, Klein Windhoek,
Windhoek
Namibia
Tel: +264 61 431 7700

TO WHOM IT MAY CONCERN

SUBJECT: SC/RP/ NAM-RS-004 -01/2023: LETTER OF CONSENT TO USE MY CURRICULUM VITAE

- The Bid: Consultancy for the feasibility study on three (3) Hydrogen Valleys as identified in the Green Hydrogen Strategy (GHS)
-

I (***name & surname***) of Namibian Identity Number (***insert ID Number***) (also appended hereto) residing at (insert residential address); herewith give due consent to (***insert bidder's company name and company registration number***) to use my Curriculum Vitae for the sole purposes of bidding for the abovementioned bid.

Sincerely Yours

(Name and surname)

DATE

Initials_____

ASSIGNMENTS OF SIMILAR NATURE SUCCESSFULLY COMPLETED DURING LAST 5 YEARS

1. Outline of recent experience on assignments of similar nature:

Sl. No	Name of assignment	Name of Project	Owner or Sponsoring agency	Cost of Project	Date of Commencement	Date of Completion	Was assignment satisfactorily completed

Note: Please attach certificates from the employer by way of documentary proof.
(Issued by the Officer of rank not below that of Divisional Manager or equivalent.)

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Cost Estimate of Services¹

(To be submitted in a separated closed envelope)

Remuneration:

Consultant Name Total Cost	Monthly Rate (In currency)	Working Months (in currency)
_____	_____	_____
		Sub-Total (Remuneration) _____

Out-of-Pocket Expenses² :

(a) Per Diem ³ :	Room Charge	Subsistence	Total	Days
	_____	_____	_____	_____
(b) Air fare	_____			
(c) Lump Sum Miscellaneous Expenses ⁴ :	_____			
			Sub-Total (Out-of-Pocket)	_____
			Contingency Charges:	_____
			Total Estimate:	_____

¹ Rates shall be used for extension of contract for Lump-sum basis and for Time-based contract at negotiation stage or as otherwise specified

² Reimbursable at cost with supporting documents/receipts unless otherwise specified.

³ Per Diem is fixed per calendar day and need not be supported by receipts.

⁴ To include reporting costs, visa, inoculations, routine medical examination, minor surface transportation and communications expenses, portorage fees, in-and out expenses, airport taxes, and such other travel related expenses as may be necessary.

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