**REQUEST FOR PROPOSAL  
TERMS OF REFERENCE FOR CONSULTING SERVICES  
PROCURING ENTITY REQUIREMENTS**

**Procurement No:** **50-CS001-22**

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## About the Public Utilities Board

The Public Utilities Board (PUB) delivers electricity, water supply and sanitation services to approximately 56,000 people living on South Tarawa, Kiribati. The PUB employs some 154 people and services approximately 12,000 metered properties. The PUB covers the functions of planning, development, operations, maintenance and customer service.

The Public Utilities Board was established as a state-owned enterprise by the State-Owned Enterprises Act 2013.

## Project Background and Objectives

PUB is looking to secure an engineering consultancy service that will provide building layout and structural design of a new Power House. The Power House is urgently required to house and enable its new Generators to get connected to the PUB Power Grid, without the building, the Generators will not have electrical safety controls and will operate outside of PUB’s MELAD Environmental licence for noise and exhaust fumes.

This project is the first part of two phases, the first includes planning & design of the PUB power house and the second refers to construction. This procurement is in reference to the first phase only.

## Service Requirements

It is imperative that the planning of the building layout that includes schematic and detailed design of PUB Power House meets international and environmental standard. The power house will require safety control (electrical, mechanical lifting equipment, a control room, acoustic controls and exhaust fume management.

### Suggested methodology

*N/A*

To be specified by the Tenderer in the ‘Terms of Reference Narrative’ Template included in this RFP

### Competence requirements and allocation

The design proposal must include requirements that meets International Standard and Environmental safety requirements.

To be specified by the Tenderer in the ‘Technical Component - allocation of resources’ Template included in this RFP

### Environmental and Social considerations

The analysis and derived outputs produced in the context of this consultancy shall consider environmental and social requirements and how they will be addressed. Please, refer to the Certificate of Compliance Form included in this RFP.

To be specified by the Tenderer in the ‘Terms of Reference Narrative’ Template included in this RFP

## Timetable and Reporting Arrangements

### Submission of Deliverables

Specific dates will be agreed in the Contract.

|  |  |  |
| --- | --- | --- |
| **Deliverable No.** | **Deliverables** | **Timeline**  **(from project start date)** |
| 1 | Submission of Power House design that includes Planning and building Layout | 2 weeks after contract is signed. |

### Reporting Arrangements

N/A

*Example:*

*The Consultants work progress will be monitored primarily through monthly review meetings/calls, the precise schedule of which is to be determined based on consultation with the Consultant. The Consultant is also expected to produce, upon request, a formal progress report to the Contract Manager and Project Manager that includes: an overview of the project, a narrative description of project activities, detailed information on project objectives and milestones, actual achievements made against the timeline initially set, etc.*