

## **Terms of Reference for Project Management Coordinator for BEE-World Bank- GEF “Programmatic Framework Project for Energy Efficiency in India”**

### **Project background:**

India has nearly three million small and medium enterprises (SMEs) which constitute more than 75 percent of the total number of industrial enterprises in the country. According to estimates by the Indian Institute of Foreign Trade, approximately 60 percent of the country’s GDP comes directly or indirectly from SMEs. The 2006 Integrated Energy Policy Report of the Planning Commission noted that lowering the energy intensity of GDP growth through higher energy efficiency is an important element for meeting India’s future energy challenges and ensuring its energy security. Currently, India consumes 0.16 kg of oil equivalent (kgoe) per dollar of GDP expressed in purchasing power parity terms, and its CO<sub>2</sub> intensity per GDP (adjusted for PPP) has shown a slight decline over time. Numerous sector-specific studies have confirmed that energy intensity in industry can be further reduced with the widespread adoption of commercially available technologies to improve energy efficiency, producing significant aggregate impacts and global benefits from reduced emissions of Greenhouse Gases, and that there is an especially high unrealized potential for improvement in the Indian SME sector.

To enhance synergies and improve effectiveness of the Global Environment Facility (GEF) portfolio of programs, the World Bank took the lead in working with the GoI, key Ministerial stakeholders, and GEF implementing agencies (UNDP, UNIDO) to develop a Programmatic Framework for Energy Efficiency (EE) in India, which defined a wide program of assistance for GEF support to the GOI under the current Resource Allocation Framework for India. This Programmatic Framework aims at increasing market penetration of energy efficient technologies in buildings, SMEs and railways through implementation of five distinct GEF projects, including this Financing EE at SMEs Project. The programmatic framework was approved by the GEF Council in 2008.

**As BEE is the focal GoI implementing agency for other GEF funded programs, it is being proposed to set-up a Project Management Unit (PMU) in BEE, Delhi as part of increasing BEE’s implementation capacity and provide planning and coordination functions to the on-going energy efficiency programs.**

PMU coordinator will be the overall in-charge of BEE-World Bank-GEF project reporting to the Secretary / Director General, BEE. He/she will provide full coordination support to on-going GEF funded programs **under the “Programmatic Framework Project for Energy Efficiency in India”**. His/her key responsibilities would include, providing team leadership and overall guidance to the proposed SME EE unit of the World Bank funded GEF program. He/she will coordinate activities of the SME-EE Unit comprising of Energy & Environment specialists, Procurement, FM & Media Specialists.

PMU coordinator will be accountable for overall planning and monitoring of on-going EE programs, timely execution, providing analytical knowledge, value addition to the project through innovations, and co-ordination with the various agencies involved. PMU coordinator will particularly ensure:

- a. Effective implementation of the overall strategy for the GEF funded EE activities under the guidance of the Secretary/DG BEE;
- b. Establishment of PMU within BEE and work closely with BEE staff and Draft required Terms of References for team members;
- c. Coordination of technical assistance; capacity building and knowledge component of the WB funded Energy Efficiency program for SME sector;
- d. Involvement of all stakeholders in the project along with Executing agency requirements;
- e. Joint implementation responsibility with SIDBI PMU and liaise/coordinate with other collaborative agencies;
- f. Meeting stated outputs and deadlines for parallel on-going GEF EE program; and
- g. Any other support required by PMU at BEE.

### **Required Qualification**

**It is highly desirable that the incumbent should have worked in the similar multi-donor/GoI institutional set-up and has established similar PMU like agency with any of the GoI central line ministries and has provided project management and advisory support to Government and development partner agencies.**

### **Essential:**

- Post graduate professional degree with recognized university in **Energy**; with at least ten years of professional experience and minimum of five years in energy sector;
- Hands-on experience of implementing energy efficiency programs in any two of the following sectors; SME/MSME, Railways and building sectors;
- Prior experience of working with GoI and multi-lateral donor agencies such as the World Bank, UNDP with sound understanding of reporting requirements for multi-lateral agencies;
- Sound understanding of GEF program.
- Sound understanding of Indian energy efficiency sector –especially for SME sector and Building sector with prior exposure to key stakeholders such as Industry Associations; SIDBI; key regulatory agencies;

- Hands-on experience of preparing ToRs for executing agencies; supervision experience; and experience of developing programme for capacity building of all the stake-holders;
- Solid project management and execution with large international agencies;
- Ability to prepare monthly/quarterly report to World Bank/UNIDO/UNDP and ensure timely completion of the SME project;
  
- Strong conceptual and analytical thinking; interpersonal organizational and management skills;
- Computer literacy of high level (ability to use MS Word, Excel; MS PowerPoint)

**Desirable:**

- Experience of working with wide range of stakeholders including Government agencies in India such as BEE, NGO's and industry partners;
- Well established contacts at senior level of collaborative agencies;
- Knowledge of international best practices in EE sector;
- Track record of high quality research and analysis, drafting / preparing reports for international development partner agencies;
- Ability to independently manage large project portfolio of energy efficiency programs; and
- Leadership and ability to work independently.

The consultant will be paid a lump sum amount based on similar assignments of Government of India funded by multi-lateral agencies. No other sum, apart from the consultancy fee, will be payable. Travelling expenses on actual, based on rules and regulations of GOI/ BEE will be admissible for tours authorised by the competent authority in BEE.

**CONSULTANCY ARRANGEMENT :**

The consultant will be paid a lumpsum of Rs 21.6 lacs per annum with an annual increase, based on performance, of 5%. The contract is for an initial period of 3 yrs extendable by another 2 yrs or the duration of the project (whichever occurs earlier). The consultant will be provided all infrastructure & logistic support as per BEE rules.

**APPLICATION PROCESS**

Applicants are requested to send in their C.V. in English with indication of the e-mail and phone contact to the addressee indicated below. Please note, due to volume of applications, only short-listed candidates will be contacted.

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