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MEDREC – GIE

Mediterranean Renewable Energy Centre



المركز المتوسطي للطاقات المتجددة

CENTRE MEDITERRANEEN DES ENERGIES RENOUVELABLES GIE

SEACAP 4SDG project

« Med SE(A)CAP integration through uniform adapted assessment and financing methods, mainly targeting buildings in education and health sectors, for sustainable development goals in a smart society »

Terms of Reference

« Support in establishing a SE(A)CAP living lab (SLL) and ensuring the implementation of the resulting activities»


SEACAP 4 SDG

* Call for an ad-hoc expert group *

1. Introduction

SEACAP4SDG is a capitalization project funded in the framework of ENI CBC MED 2014-2020. The Mediterranean Renewable Energy Centre – MEDREC-, partner in SEACAP4SDG, is launching an call for a ad hoc expert group to support in establishing the SE(A)CAP living lab (SLL) and ensuring the implementation of the resulting activities.

2. Presentation of SEACAP4SDG project

2.1. About SEACAP4SDG

Project Title	Med SE(A)CAP integration through uniform adapted assessment and financing methods, mainly targeting buildings in education and health sectors, for sustainable development goals in a smart society
Project acronym	SEACAP 4 SDG
Programme	ENI CBC MED 2014-2020
Beneficiary partners	<ul style="list-style-type: none"> - Euro med Cities Network / Nice Côte d'Azur Metropolis – France - Arab Academy for Science, Technology and Maritime Transport (AASTMT) – Egypt - University of Patras– Greece - Naples Agency for Energy and Environment (ANEA) – Italy - Royal Scientific Society (National Energy Research Center (NERC) – Jordan - Lebanese Center for Energy Conservation (LCEC) – Lebanon - Institut de Recerca en Energia de Catalunya (IREC) – Spain - Institut Valencia de l'Edificacio (IVE) – Spain - Mediterranean Renewable Energy Centre (MEDREC) – Tunisia
Associate partners	<ul style="list-style-type: none"> - Cobaty International – Belgium - University of Cyprus (Foss Research Center for Sustainable Energy)- Cyprus - Fondazione Centro Euro-Mediterraneo sui Cambiamenti Climatici – Italy - Jordan University of Science and Technology – Jordan - Ministry of Energy and Water –Lebanon - Agence Marocaine pour l'Efficacité Energétique –Morocco - Palestinian Energy and National Resources Authority – Palestine - Agencia para a Energia – Portugal - Energy Cities Algeria Association – Algeria - Agence Locale de l'Energie et du Climat Métropole Marseille – France - Region of Western Greece – Greece - Region of Peloponnese – Greece - Piemonte Region – Italy



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	<ul style="list-style-type: none"> - Italian Network of Local Energy Agencies – Italy - Institut Català d'Energia – Spain - Area Metropolitana de Barcelona -Spain - Generalitat Valenciana -Spain - Valencian Federation of Municipalities and Provinces – Spain - City of Dura - Palestine
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2.2. Scope

Climate change adaptation and mitigation, and particularly the support of cost-effective energy rehabilitations in public buildings to implement energy efficiency and renewable energy measures, are inherently challenging issues, as they consist of global issues which have specific local realities (climate zones, local contexts, building types). Especially in the Mediterranean region, where climate change will probably affect faster and deeper the Southern territories, these issues are becoming crucial for the equality of life (urban heat-island effect, increase in air conditioning and therefore in hot air emissions and energy consumption).

The SEACAP4SDG Project (<https://www.enicbmed.eu/projects/seacap-4-sdg>) therefore aims to reduce the energy consumption of public buildings, and to increase the capacity of the territories and actors, participating in the Project or targeted by its actions, to adopt measures to reduce their energy impact in the medium term. Given the importance placed on public buildings by European CO2 emissions and of energy consumption reduction objectives, the Project aims to clearly contribute to the achievement of these objectives. This reduction of CO2 emissions and energy consumption will be achieved, in the short term, through the realization of demonstrators implementing existing and tested capitalized results on selected public buildings, and more significantly in the medium term, by the definition and adoption of the 9 energy-mix efficiency plans, for further dissemination and capitalization.

SEACAP 4 SDG addresses this common challenge by integrating Sustainable Energy Access and Climate Action Plans(SE(A)CAP) via a uniform adapted assessment Toolkit and an innovative financing methodology, variant of European City Facility (EUCF), which will support cities in implementing tools and methods from 10 of the 11 selected reference projects (SRP). Since SEACAP 4 SDG is a capitalization project, the main method for the new Toolkit and the innovative financial mechanism for SE(A)CAP capitalization amongst CBC MED community is based on an evolutionary approach which has been used in the Efficient Buildings community (Interreg Med). SEACAP 4 SDG will also capitalize on and reinforce the Living Lab (LL) methods from Med experiences (Med-EcoSuRe (ENI CBC Med), GRASPINNO & Efficient Buildings (Interreg Med)) to consolidate a SE(A)CAP Living Lab (SLL) methodology for the Project needs. In this framework, nine cities and four public



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buildings within them will receive the necessary tools and accompaniment to plan and implement efficiently energy renovation actions using the solutions capitalized on by the Project.

2.3. Expected results

- 50 local/regional/national authorities engaged in project activities through in seminars, lobbying, and networking actions
- 1 Euro-Mediterranean Efficient Buildings Community created
- 9 cities supported financially and technically to implement cost-effective energy rehabilitations across building types
- 10.000 kWh/building/year and up to 5% of the total energy consumption of the selected cities through behavioral change (an estimated saving of 50.000 kWh/city/year)
- 4 direct jobs created in the short term and 180 jobs creations in the medium term
- Living Labs and project demonstrators to support the user-oriented cost-effective energy rehabilitations
- 9 energy-mix efficiency for further replication and implementation in public buildings throughout the Mediterranean region, including financial and technical solutions

2.4. Objectives

➤ Project general objective

Contributing to fighting climate change by reducing energy consumption in public buildings, promoting development of SE(A)CAP through an innovative financial mechanism and a capitalization process.

➤ Project specific objectives

- Developing and testing a toolkit based on the analysis of the outputs and outcomes from the selected reference projects (SRP), through the SE(A)CAP Living Lab and the Project demonstrators to support the user-oriented cost-effective energy rehabilitations
- Providing and using an innovative support mechanism based on the EUCF (European City Facility) to implement SE(A)CAP and the toolkit in at least 9 demonstrators in selected cities, and 4 public buildings across climate zones (Egypt, Jordan, Lebanon, Tunisia) supporting 4 cost-effective energy rehabilitations.
- Identifying cost-effective approaches to energy refurbishment and use of public buildings, promoting the development of their ecological use (traditional use/social role), making short-term/long-term impacts on existing policy frameworks according to sustainable development goals (SDG) agreements.



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3. Purpose of the subcontracting services

The purpose of this call for tender is to select an ad-hoc expert group, belonging to a legal entity, to support the Mediterranean Renewable Energy Centre (MEDREC) in establishing a SE(A)CAP living lab (SLL) and ensuring the implementation of the resulting activities, including the accompaniment in conducting the training for the stakeholders on the SLL.

4. Deliverables

Deliverable 1.

Revised methodological Guidelines for the SE(A)CAP Living Lab (SLL) based on past Mediterranean experiences, while focusing on users experience design in public buildings. The guidelines should include and highlight the innovative socio-economic tools (Toolkit) set up by the project;

Deliverable 2.

Agenda and content of the training for the local implementation team of the project on the methodology of the SLL proposed.

Deliverable 3.

Adapted SLL methodology based on comments and proposals issued by the trained local implementation team.

Deliverable 4.

A report assessing the training conducted and preparing the ground for replication, capitalization and sustainability of the SLL.

5. Qualifications and skills

The expert group should include the following profiles:

- Expert in the field of Architectural Technology ;
- Expert in the field of Service Design, specialized in users experience design;
- Expert in environmental sustainability;
- Expert in the field of Energy Engineering (Measurement Methodologies, Renewable Sources and Solar Technologies)

The expert group should fulfill the following qualifications and skills:



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- Experience of having undertaken similar assignments in the past;
- Experience in implementing Euro-Mediterranean projects;
- Excellent written and oral communication skills in English;
- Creativity in work, problem solving, and organizational thinking;
- Excellent organizational skills, time management, ability to determine, analyze, schedule, juggle multiple priorities;

6. Offer and supporting documents

The candidates can prove their competences in the above-mentioned fields by providing:

Offer documents

1. Information about the applicant (Annex I)
2. Applicant statement (Annex II)
3. Technical offer: Proposed methodology & timeline for carrying out the requested assignment
4. Financial offer (Annex III)

Supporting documents

5. Letter of intent, including a note of understanding of the mission
6. Profile or curriculum vitae for each member of the group
7. Copies of studies degrees/ certifications for each member of the group
8. Portfolio including previous experiences of the group
9. Additional documents as proofs of the CVs' statements

7. Nationality rule

The selected group should come from countries and regions eligible in ENI CBC MED programme 2014-2020 (link: <https://www.enicbmed.eu/about-us/cooperation-area>)

8. Schedule

The estimated duration to carry out the assignment is 40 person-day

This assignment must be carried out starting from May 2022 until December 2022

The following table outlines the timeframe for each deliverable



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	Estimated number of days	Deadline of delivery (from the start of the assignment period)
Deliverable 1	20	Month 3
Deliverable 2	5	Month 9
Deliverable 3	5	Month 9
Deliverable 4	10	Month 9
Total	40	

The dates of delivery could be adjusted according to the progress of the project activities.

9. Evaluation

The evaluation will be carried out on the basis of its responsiveness to the TOR with a key focus on:

- Qualifications: Education, professional experience (level and length);
- Methodology proposed to carry out the requested assignment (2 pages maximum);
- Suitability for the assignment: Experience in the aforementioned fields and other information relevant to the particular assignment;
- Carrying out similar assignments in the aforementioned fields
- A proven research conducted is an asset.

10. Participation

Applications can be submitted by sending an email to the address: contact@medrec.org

The email must include the following:

- Subject : SE(A)CAP 4SDG project : call for expertise/ad-hoc expert group
- Attached: the required documents & annexes

The deadline for the submission of applications is 11th of May 2022.



Annex I. Applicant information

Offer submitted by

Name of legal entity of the service provider	
Address	
Legal registration number	

Contact person

Name	
Phone number	
Email address	

Annex II. Applicant statement

Name

Signature

Date



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I undersigned hereby confirm that the services offered in this tender are in full conformity with the specifications submitted to us by the contracting authority.

The detailed description of the offered services/supplies/works is provided in the technical offer.

In addition, I confirm that our entity is fully eligible for providing services under a contract financed by the EU and it is not in any of the situations that would mean an exclusion from a tender.

Finally, I declare to have no conflict of interest with any other concerned party in the tender procedure at the moment of submitting this tender.

Annex III. Financial offer

Name

Signature

Date

The price must be expressed in a global and flat-rate manner with a breakdown per person-day and corresponding daily rate. The offered price should include the execution/delivery of the items described in the technical offer, as well as all the related incidental costs, such as transport, logistics, etc., when required.

	Without VAT (€)	VAT included (€)
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Unit price for the offered services		
The total price for the offered services		

Name

Signature

Date