

Assignment / Terms of Reference

Expert in Solar Energy Systems

Position description	
Object	Short- term Expert in Solar Energy Systems in Beirut and Mount Lebanon.
Name	
Activity name	Provision of a solar lighting system for a civil defense center in Beirut Mount Lebanon
Project background	The Polish Center for International Aid (PCPM) with the funding from the Polish Aid under project DWR/PP 2024/067/3 is in the process of implementing a development project in Lebanon. The project aims among others at improving operations of public facilities/civil defense centers by providing power through renewable energy systems' installation.
Aim of this assignment	<p>The aim of this assignment is to ensure a steady supply of electricity to the Sed El Bauchrieh Lebanese Civil Defense station. The Expert will aim at lowering costs of operations of the station. The consultancy will focus on solar systems in facilities which provide crucial services and emergency operations to the local populations. The Expert will propose an efficient and optimal solar energy system to support the daily functioning of the station.</p> <p>The solar installation will support the operations of the facility. Additionally, the Expert might be requested to assess other potential locations for installation of solar systems or solar street lights.</p> <p>The Expert should propose a modular solution implementable in stages and gradually lowering the maintenance costs.</p> <p>The Expert will also support PCPM in the tendering process, supervise and monitor the installation of the equipment, and provide guidance in operation and maintenance.</p>
Geographical scope of the assignment/ Location of the Assignment	<p>Sed El Bauchrieh Lebanese Civil Defense (Beirut-Mount Lebanon Area) 90% of the assessment.</p> <p>Potential field visits (up to 2 days) to Kobayat (Akkar).</p>
Key Responsibilities	<p>The Expert will:</p> <ul style="list-style-type: none"> – Examine feasibility of installation of solar energy systems. – Propose a technical design indicating a location for the installation, and consult this design with the key stakeholders to confirm its feasibility in cooperation with PCPM.

	<ul style="list-style-type: none"> - Assist PCPM in the tendering process through preparation of Bill of Quantities (BoQ), needed specifications and drawings, selection and award criteria, and warranty and service requirements, as well as through participation in technical evaluation of the offers. - The expert is expected to have civil expertise or to cooperate with a civil expert for the design of the steel structure. - Supervise the installation, testing and handing over of the solar systems at the facility. - Provide guidance on operation and maintenance of the newly installed systems to its operators in the form of a practical training and written guidance. - The Expert will ensure that the documentation with LCEC is handled through the contractor.
Outputs / Deliverables	<ol style="list-style-type: none"> 1) Technical proposal of solar energy systems feasible for installation at the above-mentioned facility and other potential sites, 2) Tender documents, 3) Technical evaluation of offers received in the procurement phase, 4) Progress reports during supervision of installation of the system, 5) Supervision of Testing, commissioning, and handover of the system to the local administration, 6) Guidance on operation and maintenance of the newly installed systems, 7) Civil works documentation/simulation, 8) LCEC approvals and documentation, 9) Progress reports, 10) Monitoring reports, 11) Final report.
Coordination	<p>Throughout his/her assignment:</p> <ul style="list-style-type: none"> - The Short-term Expert will provide the Project Coordinator and Program Oversight with recommendations related to the implementation of the activity. - The short-term Expert shall arrange and execute the tasks as mentioned above in consultation with the Project Coordinator and Program oversight. - The short-term Expert will report to the assigned Project Coordinator and Program Oversight. - The short-term Expert will cooperate with representatives and staff of the facility, PCPM, experts conducting complimentary consultancies. <p>All coordination between the Short-term expert and stakeholders shall be arranged by PCPM.</p>
Minimum qualifications	<p><u>Education and professional Experience:</u></p> <ul style="list-style-type: none"> - At least BA in Engineering, - At least 5 years of work experience in fields related to solar energy and solarization of wells, - Civil skills or cooperation with a civil engineer, - At least 3 similar assignments in the last 2 years, preferably in Lebanon, - Sound in-depth knowledge of global findings and directions in the solar energy field, - Proficiency in English and Arabic. <p><u>Competencies:</u></p>

	<ul style="list-style-type: none"> - Reliability: fulfilling obligations in a highly responsible manner; - Self-control and maintaining composure; - Attention to detail, proper information management; - Excellent communication skills; - Tolerance and adaptability. <p><u>The shortlisted experts may be additionally asked to submit references or provide Satisfactory Performance Certificates of completed projects.</u></p>
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Terms and Conditions	
Period of the assignment and allocated budget	A maximum of 15 working days during the period of 3 months.