

REPUBLIC OF KOSOVA

**MINISTRY OF ECONOMIC DEVELOPMENT
KOSOVO ENERGY EFFICIENCY AND RENEWABLE ENERGY PROJECT (KEEREP)**

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)
FOR
IMPLEMENTATION OF HOME OWNER ASSOCIATION (HOA).**

Country: **Kosovo.**

Project No. ID **P143055**

Credit No. **55080XK**

Assignment Title: **Home Owners Association (HOA) Implementation**

Reference No. **KEEREP/2B2/ 2016**

DATE: NOVEMBER 14, 2016

The Ministry of Economic Development (MED) has received financing from the World Bank for the Kosovo Energy Efficiency and Renewable Energy Project (KEEREP), and intends to apply part of the proceeds for consulting services. The consulting services (“the Services”) would require a qualified consulting firm to promote the formation of homeowner associations (HOAs) to support improved building maintenance and renovation for energy efficiency improvements. In completing this assignment, the following tasks are expected to be carried out:

- Task 1:** Prepare a background report on HOAs in Kosovo and international experience with HOAs, and deliver a kick-off workshop for the pilot program.
- Task 2:** Support MED/Ministry of Environmental and Spatial Planning (MESP) in the selection of municipalities for participation in the pilot program.
- Task 3:** Support municipalities in the selection of buildings for participation in the pilot program.
- Task 4:** Support the formation and registration of HOAs
- Task 5:** Conduct 6-8 energy audits in selected buildings.
- Task 6:** Assist HOAs with preparation of financing plans for renovations to improve energy efficiency.
- Task 7:** Prepare detailed designs and bidding documents for the energy efficiency measures to be undertaken.
- Task 8:** Assist with tendering and contract negotiation.
- Task 9:** Prepare a final report with recommendations and lessons learned and deliver a final workshop.

Contract is expected to be completed during the period January 2017 - June 2018. (Given the intense field work to be done, and the estimated budget of US\$250,000, it is suggested that about 80% of the Level of Effort should be provided from local experts).

The MED, for and on behalf of the MESP, now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- (i) General experience in HOAs regulation (30%),
- (ii) Relevant experience with similar assignments (50%) and
- (iii) Organization and staffing plans (20%).

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants (under IBRD Loans and IDA Credits & Grants) by World Bank Borrowers* dated January 2011 ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications.

A consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) set out in the Consultant's Guidelines.

Further information can be obtained at the address below during working hours: 09:00 to 16:00 (Monday to Friday).

Expressions of interest must be delivered in a written form to the address below by November 28, 2016 at 14:00 hours Kosovo Time.

The Government of the Republic of Kosova
Ministry of Economic Development (MED)
Kosovo Energy Efficiency and Renewable Energy Project (KEEREP)
Office no.107 (1 floor)
Mother Theresa Str. no.36
10 000 Prishtina - Kosova.

For the attention of:

Mr. Luan Asllani

Procurement Specialist – MED/PIU

Phone Number: +381 38 200 21 563

E-mail address: Luan.Asllani@rks-gov.net