MINISTRY OF INFRASTRUCTURE & TRANSPORT
DEPARTMENT OF ENERGY

EXPRESSION OF INTEREST

Consultant – Develop & Deliver the Knowledge Sharing and Capacity Building Workshop

The Department of Energy within the Ministry of Infrastructure & Transport is now seeking for an individual consultant to Develop & Deliver the Knowledge Sharing and Capacity Building Workshop for the Sustainable Energy Financing Project (SEFP). The objective of the knowledge sharing and capacity building workshop is to share the experiences from Fiji with stakeholders in Fiji and other Pacific Island Countries (PIC) to promote renewable energy and energy efficiency. This includes sharing experiences from countries where SEFP was initiated but did not work out and lessons learnt. Communication programs may be scheduled to actively support other interested countries in the Pacific to implement similar programs.

Selection Criteria:

The selected consultant:

- shall possess demonstrated strong capacity and experience in planning and organizing workshop logistics, strong capacity in workshop development and delivery and reporting on the proceedings and benefits of a workshop.
- should have at least a Bachelors’ degree or equivalent in a relevant field, demonstrated experience in the design and implementation knowledge sharing and capacity building workshops, knowledge, networks and extensive interface experience with Pacific Island energy sector institutions, private sector participants, and technical and financial service providers, knowledge of Pacific Islands and of the Sustainable Energy Financing Project strongly preferred.
- should have essential requisites include demonstrated ability to prepare, coordinate and run workshops, prepare succinct and clear reports, communicate effectively with key stakeholders, communicate written and spoken in English.

Bids are to be place in a properly sealed envelope and marked “QUOTATION, Consultant –Develop & Deliver the Knowledge Sharing and Capacity Building Workshop”. The bid should be placed in the DOE Tender box at Ground Floor, Nasilivata House, Samabula no later than 3.30pm on Friday 08/04/16. We will accept e-mailed bids and these must reach info@fdoe.gov.fj no later than 3.00pm on Friday 08/04/16. Bids should clearly show applicable local taxes. Details on the Terms of Reference can be obtained from Mr. Vamarasi Kafoa on Ph. 3389760 (email: vamarasi.kafoa@moit.gov.fj). Late applications will not be considered.