



NATIONAL ENVIRONMENT MANAGEMENT AUTHORITY

NEMA House, Plot 17/19/21, Jinja Road, P.O Box 22255, Kampala- Uganda

ABRIDGED NOTICE OF EXPRESSION OF INTEREST

1. **National Environment Management Authority (NEMA)** invites sealed expression of interest from eligible consultants (firms) for:

No.	Procurement Reference Number	Subject matter of Procurement
1	NEMA/CON.SRVCS/21-22/000227	Provision of consultancy services to train refrigeration and air conditioning technicians in good refrigeration and air conditioning practices.

2. The shortlisting shall be conducted in accordance with the shortlisting criteria, the PPDA Act, 2003 and the PPDA (Procurement of Consultancy Services) Regulations, 2014
3. Sealed Expression of Interest must be delivered to **National Environment Management Authority, Plot 17/19/21, Jinja Road, NEMA House** before **10:30a.m on July 26, 2022.**
4. The detailed notice of expression of interest is available at the Entity's website www.nema.go.ug (under Opportunities) and at www.ppda.go.ug/tenderportal.

ACCOUNTING OFFICER



**TERMS OF REFERENCE FOR CONSULTANCY SERVICES TO TRAIN
REFRIGERATION AND AIR CONDITIONING TECHNICIANS IN GOOD
REFRIGERATION AND AIR CONDITIONING PRACTICES**



JUNE, 2022

1. BRIEF BACKGROUND

Refrigeration and Air Conditioning is enshrined in the Vienna Convention on the Protection of the Ozone Layer and the Montreal Protocol on Substances that Deplete the Ozone Layer and Cause Global Warming (Climate Change). Uganda is signatory to the aforementioned Multilateral Environmental Agreements (MEAs) and therefore, joins the international community in implementing the above-mentioned MEAs. One of the core activities under the said MEAs is building the capacity of the Refrigeration and Air Conditioning Technicians since most of the substances controlled under the said MEAs are used in the Refrigeration and Air Conditioning Sector. New substances and technologies used in Refrigeration and Air Conditioning have come on board.

Also, the said MEAs have been domesticated by Uganda and the laws have been revised to address the gaps in the previous laws and also to integrate emerging issues into the laws. As for Uganda, we have the National Environment Act, 2019, and the National Environment (Management of Ozone Depleting Substances and Products) Regulations, Statutory Instrument No. 48/2020, that speak to the requirements of these particular MEAs, including requirements for having refrigeration and air conditioning Technicians trained and certified. A number of Refrigeration and Air Conditioning Technicians are currently practicing Refrigeration and Air Conditioning but have no formal training in Refrigeration and Air Conditioning. These Refrigeration and Air Conditioning Technicians are termed as the “*Jua Kalis*”. It’s to the best interest of all the Parties of the above-mentioned MEAs that the “*Jua Kalis*” are enriched with knowledge regarding the new substances, technologies and the law.

NEMA on behalf of the Government of Uganda received funding and is implementing the Hydrochlorofluorocarbons Phase out Management Plan (HPMP)/Project for Uganda that was approved in the year 2012 by the Executive Committee of the Multilateral Fund Secretariat, under the Montreal Protocol on Substances that Deplete the Ozone Layer, to develop strategies and conduct training activities targeting technicians, including “*Jua Kalis*” in the RAC sector.

The HPMP has an initial implementation phase of 8 years (2012 – 2020 period), with an extension of 10 years (2020 – 2030 period). During the first phase (2012-2020), training institutions including Kyambogo University in Kampala, and the four (4) selected Vocational

Training Colleges (Bushenyi, Elgon, Lira and Ogolai) were equipped with Refrigeration and Air Conditioning Toolkits and Trainings in Good Refrigeration and Air Conditioning Practices conducted in each of them. Customs Officers and other Law Enforcement Officers were also trained. The Second Phase of the HPMP entails continuation of the good works of the First Phase.

In order to achieve this goal, five strategic objectives were identified, namely to;

- a) provide a holistic approach for coordinating and implementing the planned activities including training of RAC technicians, as stipulated in the HPMP;
- b) build a cadre of trained technicians equipped with the required knowledge and skills for handling substance (refrigerants, among others) and products (refrigeration and air-conditioning equipment) controlled under the Montreal Protocol;
- c) create awareness on the introduction of low GWP technologies in the local market and the need to upgrade the national codes of practice of RAC technicians in the context of safety issues for safe use of the new technologies;
- d) support training of RAC technicians in the servicing sector to correctly handle the low GWP alternative refrigerants; and,
- e) formalize the engagement of experts to facilitate the upcoming three workshops and planned training activities for the period 2022 – 2023.

2. OBJECTIVES OF THE CONSULTANCY

The specific objectives of the consultancy is to:

- (i) enhance capacity of the RAC technicians;
- (ii) promote good RAC practices in the RAC sector;
- (iii) build up a cadre of competent RAC technicians eligible for certification as stipulated in the National Environment (Management of Ozone Depleting Substances and Products) Regulations, 2020.

3. SPECIFIC TASKS FOR THE CONSULTANT

- i. Prepare and present a concept/inception report on the Tasks for the Consultancy including a training programme (that includes the topics to be taught, practical sessions to be conducted

and tour of the Refrigerator and Televisions Sets Assembling and Manufacturing Factory in Namataba-Mukono which manufactures ozone-friendly and climate-friendly refrigerators) and materials required for the three workshops and format of the training reports.

- ii. Conduct training (both theoretical and practical training) of three sets of Refrigeration and Air Conditioning Technicians (“*Jua Kalis*”), of not less than 20 trainees per set.
- iii. Tour of the Refrigerator and Televisions Sets Assembling and Manufacturing Factory in Namataba-Mukono (GETS).
- iv. Provide catering services/ meals for the trainees.
- v. Provide accommodation for the trainees during the training period.
- vi. Observe Standard Operating Procedures in regard Covid-19 during the course of the training.
- vii. Prepare and submit accountabilities to NEMA on all activities conducted and expenditures incurred.
- viii. Submit three Training Reports to the Executive Director of NEMA both in hard and soft copies.

4. DELIVERABLES

- i. An inception report detailing the Tasks for the Consultancy including a training programme (that includes the topics and practical sessions to be conducted) and materials required for the three workshops and format of the training reports.
- ii. Three Training Reports both in hard and soft copies.

5. DURATION OF THE CONSULTANCY

The tasks should be accomplished within 3 months as follows from the date of signing the contract: 1 month shall be for preparations including information collection, securing venue and putting in place measures to observe Standard Operating Procedures for COVID-19 (including hand sanitizer, ensuring trainees are vaccinated/ tested for COVID-19 in the past 7 days prior to commencement of training, among others), inviting trainees, purchasing the materials for the training, preparing initial draft training report; 1 month shall be for training; and, the last 1 month shall be for report writing.

6. QUALIFICATIONS AND COMPETENCIES

The Consultant must have a thorough understanding of the Montreal Protocol and the National Laws domesticated there under, in particular issues regarding to Training and Certification of Refrigeration and Air Conditioning Technicians, Permitted and Prohibited Refrigerants.

6.1 Educational Qualifications of the Team Leader/ Consultant:

The Consultant must have the following qualifications:

- must have a diploma in Refrigeration and Air Conditioning, Mechanical or Electrical Engineering from a recognised and reputable Institution;
- must be a Certified Refrigeration and Air Conditioning Practitioner, certified nationally or internationally by a recognized and reputable Certification Body/ Institution.

6.2 Technical and Functional Experience / Expertise:

The Consultant must have a thorough understanding of issues pertaining to the Vienna Convention on Protection of the Ozone Layer, the Montreal Protocol on Substances on Substances that Deplete the Ozone Layer and its five Amendments.

Overall, the Consultant must also have a proven track record in undertaking work related to the Montreal Protocol, conducting surveys covering the RAC and medical sectors of Uganda, imparting skills on personnel under the RAC sector regarding identification and uses of substances and related equipment controlled under the Montreal Protocol.

In addition, the Consultant should possess requisite qualities and core values that include integrity and accountability, professionalism, respect for team-work, and excellent skill in data analysis and report writing; as well as being result oriented, planning capabilities, and organizational skills while being innovative, ability to manage people and their performance, and able to make effective decisions and manage conflict resolution to enable the survey team work efficiently and effectively.

6.3 Tools / Equipment

The consultant must have the following equipment / toolkits:

- ☐ a refrigeration and air conditioning toolkit – for use by the survey team; and,
- ☐ a refrigerant gas detector/ analyser for determining the nature of refrigerants in installed refrigeration and air conditioning equipment.

6.4 Qualifications of the Team Members

The Team Members should have the following Qualifications

- Diploma in Refrigeration and Air Conditioning, Power and Automotive Engineering, Electrical Engineering, or Mechanical Engineering
- Ordinary or Advanced Certificate in Refrigeration and Air Conditioning
- Training in Refrigeration and Air Conditioning

6.5 Experience of the Team Members

- The Core Team Members should have not less than 8 years of working experience in refrigeration and air conditioning.
- Support Team Members should have not less than 3 years of working experience in refrigeration and air conditioning.

7. REPORTING

The Consultant shall report to the Executive Director of NEMA but will work closely with the National Ozone Unit of NEMA.

8. Preference schemes shall apply when evaluating Request for Proposals from the shortlisted consultants.

10. Interested eligible consultants may obtain further information at the address given below (8) from 8:30am to 5:00pm on working days.

12. Sealed Expressions of Interest must be delivered to the address below at or before 10:30a.m on Tuesday, July 26, 2022. Late submissions shall be rejected

**The Head, Procurement & Disposal Unit
National Environment Management Authority
NEMA House, Plot 17/19/21, Jinja Road, Room 208,
P.O. Box 22255 Kampala, Uganda
Tel: 256-414-251064/5/8**

11. The notice of expression of interest is available at the Entity's website at www.nemaug.org and at www.ppda.go.ug

12. The planned Procurement schedule (Subject to changes) is as follows:

Activity	Date
a. Publication of Notice of Expression of Interest	July 7,2022
b. Closing date for receipt of Expression of Interest	July 26,2022
c. Evaluation of Expressions of Interest	From 26 th July to 28 July 2022.
d. Display of shortlist	August 4, 2022

EXECUTIVE DIRECTOR