



TERMS OF REFERENCE

Partial Risk Sharing Facility for Energy Efficiency (PRSF) Project **Hiring of Technical Officers**

SIDBI is seeking to hire the services of **5 nos. of Technical Officers**, on contract basis, to undertake several tasks related to developing the market of energy service performance contracting (ESPC) delivered through Energy Service Companies (ESCOs)

1. Background

1.1 About Small Industries Development Bank of India (SIDBI)

Small Industries Development Bank of India (SIDBI) was established on April 2, 1990 under an Act of Indian Parliament. It is the principal financial institution for the promotion, financing and development of Micro, Small & Medium Enterprises (MSMEs). In order to improve productivity and competitiveness of MSME sector through energy efficiency (EE) measures, SIDBI has undertaken a number of initiatives which include development assistance and line of credits from The World Bank, Japan International Cooperation Agency (JICA), Kreditanstalt für Wiederaufbau (KfW) and Agence Française de Développement (AFD). Further, SIDBI has setup an Energy Efficiency Centre (EEC) at New Delhi which is implementing various developmental projects in close cooperation with the World Bank, Bureau of Energy Efficiency (BEE), Energy Efficiency Services Limited (EESL), Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and few others.

1.2 Energy Efficiency Improvements & ESCOs

Role Various studies estimates the EE investment potential in India is between Rs. 75,000 Crore and Rs. 150,000 Crore. Despite the prevailing Energy Efficiency potential, most end users are unable to implement EE projects, either due to lack of technical capacity or due to lack of sufficient focus and time for EE investments. Energy Service Companies (ESCOs) can help Clients in overcoming some of the key EE market barriers. ESCOs provide a range of services, including identification of EE opportunities, close association with equipment manufacturers, design and management, construction, maintenance of the EE technology, and structuring transactions that are based on monetized energy savings, and Measurement and Verification (M&V) of the resulting energy and cost savings.

The innovative policies and regulatory regimes, financing mechanism and business models undertaken by India to address key issues of energy security and climate changes are through implementing Energy Conservation Act 2001 and National Mission for Enhanced Energy Efficiency (NMEEE) launched in 2008. Furthermore, stimulation to the ESCO business in the country has successively come from these policy

frameworks wherein the main government initiatives for ESCO market development are defined and implemented. Over 150 ESCOs have been empaneled by Bureau of Energy Efficiency.

The increase and the high volatility of energy prices in India is an important driver of ESCO market development. Nevertheless the ESCO market is made of a few big companies and the market competition is consequently quite low. The big/super ESCOs operating can take greater financial and technical risks in their energy efficiency investments compared to smaller ESCOs which typically have to deal with more challenges in accessing bank financing and in increasing the credibility of their offers to potential clients.

The presence of limited number of active private ESCOs and the absence of competition in the market signals towards various factors and barriers still prevailing and hinder ESCO market development. Apparently, the ESCO market in India is still at a preliminary development stage in terms of total volume of ESCO implemented projects, and important steps need to be undertaken in order to prove the effectiveness of the ESCO concept.

1.3 About Partial Risk Sharing Facility (PRSF) for Energy Efficiency

SIDBI as Project Execution Agency (PEA) is implementing a project titled “Partial Risk Sharing Facility for Energy Efficiency (PRSF)” with the support of The World Bank and financed by the Global Environment Facility (GEF) and Clean Technology Fund (CTF). The objective of the project is to transform the energy efficiency (EE) market in India by promoting increased level of EE investments, through energy service performance contracting (ESPC) modality and implementation delivered through Energy Service Companies (ESCOs). The successful demonstration of ESCO-managed EE subprojects, through PRSF support, is expected to reduce the risk commercial banks perceive in providing credit to EE projects and to help in development of market for the private ESCOs. Energy Efficiency Services Limited (EESL) is the TA partner in PRSF project and Bureau of Energy Efficiency (BEE) provides overall directions as the Co-Chair of the PRSF Advisory Committee.

The PRSF Project is aimed at demonstrating the viability of Energy Service Performance Contract (ESPC) market for scaling up implementation of energy efficiency projects in Micro, Small and Medium Enterprises (MSMEs), large industries, municipalities, and buildings sector in India.

With the efforts made under the PRSF project, significant strides have been made in convincing many Banks / NBFCs / FIs (collectively, Participating Financial Institutions or PFIs under PRSF) to finance ESCO projects. Out of all empaneled PFIs under PRSF (see Annex), most have already financed ESCO projects, in addition to SIDBI’s own financing, with support from PRSF. A total of 46 ESCO sub-projects have been supported through PRSF partial credit (loan) guarantees as of June 2022. More information about PRSF is available at <http://prsf.sidbi.in> .

2. Job Profile

The officer (s) shall be attached on full time basis as **Technical Officers** with SIDBI under PRSF Project. The expected duration of the contract is 1 year which will be extended based on performance of Officers and project requirements.

3. Eligibility

3.1 Essential

- Bachelor in Engineering / Technology with at least 3 years professional experience, including at least 1 year in the area of energy efficiency,
- Work experience in the area of energy efficiency & related areas with reputed large corporates, MNCs / consultancy firms, energy service companies, TCOs, Govt. Institutions, etc.
- Working knowledge of computers is highly desirable. Exposure to applications such as MS Office, e-mail, etc. along with information handling skills and use of internet (for research, etc.).
- Age as on March 31, 2022: not exceeding 35 years.

3.2 Desirable

- Master's Degree in Environmental Engineering / Environmental Science / Energy Management from a recognized university or Institute.
- BEE Certified Energy Auditor / Manager.
- Experience of working with on energy efficiency projects of national / international agencies which may include BEE, UN agencies, World Bank, etc.
- Hands on experience of working with MSMEs Sector (EE Projects)
- Experience in the financial sector.

4. COMPENSATION

- The compensation may be in the range of **Rs. 50,000/- to Rs. 90,000 per month (all inclusive)**. The range may be enhanced or reduced subject to the suitability of the candidate.
- However, the above range shall be negotiable and shall not be a constraint for the deserving candidates.
- Besides the compensation indicated above, the officer(s) shall only be eligible for reimbursement of expenses incurred on official tours within the ceilings as may be specified by SIDBI.
- Additionally, a 10% performance linked bonus shall also be available on quarterly basis to incentivize pipeline development, which will be linked to certain targets.

5. LEAVE DETAILS

The officer(s) shall be eligible for leave as under:

- 10 Casual Leaves (CL) in a calendar year, subject to the limit of 3 CL in first 3 months.
- Ordinary Leave (OL) of 30 days p.a. to be credited at the rate of 15 days at the end of every 6 months. Accordingly, no OL can be availed before completion of 6 months of service.
- If the officer leaves the job during the contract period, Bank has the discretion to adjust the unavailed OL not exceeding 15 days per year against the notice period. There will be no provision

for OL encashment during the contract period, however, the unavailed OL at the time of expiry / termination of contract may be encashed.

6. SCHEDULE

- The assignment will be initially for a period of 1 year and shall be subject to periodic / annual review. Either side may terminate the contract with 30 days notice or payment of pro-rata monthly compensation in lieu thereof.

7. OTHER

- **Service Conditions:** During the contract period, the service conditions of the candidate, including place of posting, would be as decided by the Bank from time to time.
- **Conduct & Discipline:** During the period of contract, candidates will be governed by Chapter IV of SIDBI (Staff) Regulations, 2001 on Discipline and Conduct and as modified from time to time.
- **Secrecy:** Selected candidates shall sign a declaration of fidelity and secrecy on usual lines at the time of appointment / joining.
- **An application not accompanied by photocopies of relevant certificate(s) / documents, in support of proof of age, category, educational qualification, work experience, etc. mentioned in the application form or not in prescribed format or not signed by the candidate or incomplete in any respect or received after due date will not be entertained under any circumstances.**
- **Candidates are advised** that they should not furnish any particulars or information that are false, tampered/fabricated or should not suppress any material information while applying. **In case it is detected at any stage that a candidate does not fulfill any of the eligibility criteria for the post applied for and / or that he / she has furnished any incorrect information or has suppressed any material fact(s), his / her candidature will stand cancelled. If any of these shortcomings is / are detected even after the appointment, his/her services are liable to be terminated on an immediate basis without any notice.**
- Selection would be by way of personal interview to be held at New Delhi before the Selection Committee. The Bank will undertake a preliminary screening of the applications for preparing, if necessary, a shortlist of eligible candidates to be called for interview. Thus, merely fulfilling the requirements laid down in the advertisement would not automatically entitle any candidate to be called for interview. The date of interview will be advised to the shortlisted candidates in due course.
- Candidates short listed for interview shall have to produce all **certificates in original** for verification of their age, educational qualification, category, experience details, etc. **at the time of interview. Failure to produce the same shall render the candidate ineligible for the recruitment process.**

8. Roles & Responsibilities

- The Officers shall be attached on full time basis as 'Technical Officers' with SIDBI under PRSF Project. The duration of the contract is expected for a period of 1 year subject to annual /period review.
- The Officers shall be stationed at Green Climate & Energy Efficiency Cell at New Delhi and will be directly responsible for providing technical insights, knowledge, direction and supervision required for implementation of projects at SIDBI.
- The officer(s) shall undertake outreach activities to create awareness about PRSF project among various stakeholders including new PFIs, ESCOs, Public building departments, Govt. institutions etc.
- The officer(s) shall be responsible for developing the pipeline of energy efficiency projects requiring PRSF coverage.
- The officer(s) shall also create linkages with other similar ongoing programmes / projects including the public buildings EE project, etc. for upscaling of PRSF project activities.
- The officer(s) shall prepare the Terms of Reference (TORs), budgeting, work plan, etc. for various contracts to be awarded under the project. The officer(s) shall be actively involved in technical / financial evaluation of the EOIs, bids received / RFPs, etc.
- The officer(s) shall examine the implementation methodology adopted by various Consultants hired under the Project for smooth and effective implementation of the Project in line with its objectives.
- The officer(s) shall prepare formats & guidelines for various reports including Energy Audit Reports, ESCOs / Vendor Identification & Selection, Monitoring & Verification Reports, etc. The officer(s) shall provide written inputs into the various Reports submitted by the various Consultants hired under the Project particularly the sections on scoping/methodology, baseline assessment, scenario development, appropriateness of the technology / EE measures recommended, reasonableness of estimated benefits / savings, estimated cost of recommended EE measures, impact assessment, best market practices, etc.
- The officer(s) shall also provide technical inputs / suggestions to the various Consultants hired under the Project particularly with regard to development of proper training modules / workshop material for capacity building / awareness workshops, etc.
- The officer(s) shall be actively involved in training and capacity building on energy efficient technologies and financing of energy efficient projects to the Banks / FIs / NBFCs officials including SIDBI, other partners and stakeholders and shall also develop suitable training modules / workshop material for the purpose.
- The officer(s) shall undertake the follow up and monitoring activities required for various contracts executed under the Project. The officer(s) shall develop a suitable monitoring mechanism to ensure flow of proper information / data at regular intervals, design and develop formats of various progress and other reports, log frame, etc. for continuous and effective monitoring of the various activities undertaken by the Consultants hired / to be hired under the Project.

- The officer(s) shall be required to analyse the Measurement & Verification (M&V Reports) and various other progress reports as against the envisaged deliverables as also the overall Project Objectives and shall submit their comments along-with suggestions for improvements / corrective actions required, if any. The officer(s) shall be responsible for developing and putting in place an effective MIS mechanism for reporting the progress to the senior management of SIDBI, WB, etc. at regular intervals.
- The officer(s) shall coordinate with Govt. departments, PSUs/CPSUs, Local Service Providers (LSPs), key stakeholders, Consultants, ESCOs, Technology providers, etc. to ensure timely execution and successful completion of the project.
- The officer(s) shall provide assistance to SIDBI with new energy-related programs in MSMEs. The officer(s) shall collaborate with Industry, financing agencies, government officials and leverages their efforts where appropriate with the PRSF Program in addressing the problems of the energy sector and the Project.
- The officer(s) shall identify and analyze linkages and externalities (Environmental and Social Impacts) of energy development in Indian with national development priorities/targets including energy security.
- The officer(s) shall assume responsibility for the development of energy efficiency measures of substantial importance, which while undertaken to solve practical problems of program/project design, implementation and evaluation and build relationships of energy efficiency measures in India.
- The officer(s) shall help in development of alternate/additional energy efficiency measures based on demand projections, including energy efficiency, energy conservation, demand side management programs.
- The officer(s) shall provide advice and counsel to SIDBI for all its initiatives for energy efficiency improvements in MSMEs and stakeholders at all levels, and to various implementing partners, other decision makers and policy makers, etc.
- The officer(s) shall be ready to travel extensively across India based on project requirements.
