



Request for Proposals

Scoping Study for Commercial Refrigeration Equipment Mapping and Benchmarking Project

RFP #: 2-12

Post Date: April 6, 2012

Due Date: April 20, 2012

Topic: Commercial Refrigeration

Region: Global

INTRODUCTION

CLASP (The Collaborative Labeling and Appliance Standards Program) is an international non-profit organization whose primary objective is to provide technical expertise and assistance to global standards and labeling (S&L) practitioners and policymakers to improve energy efficiency in appliances, lighting, and equipment worldwide. Energy efficiency standards and labels offer significant potential for energy demand reduction and consumer cost savings, reducing risk from energy price changes and providing non-energy benefits including reduced greenhouse gas emissions and local air pollutants.

CLASP envisions a world in which appliances, equipment and lighting are built for maximum energy efficiency and minimal contribution to global climate change. With the objective to accelerate the implementation of comparable, transparent, and effective S&L policies globally, CLASP's Global Research Program has been working toward deepening S&L best practice knowledge by producing technical studies in collaboration with S&L experts worldwide.

CLASP seeks to contract qualified Consultants to assist in developing a scoping study for a commercial refrigeration equipment evaluation. Information on the scope of work, Consultants' responsibilities, reporting and deliverables is provided below, as well as the project timeline and application instructions.

BACKGROUND

CLASP completed a cooling study in 2011, the first in a series intended to provide an international comparison of energy efficiency performance and policy measures for various appliances. The CLASP study provides policy makers and energy efficiency program managers with tools for comparing the efficiency of common air conditioning (AC) products under the different test procedures that are currently used in major world economies. The objectives of the study are to lay the foundation for strong and comparable energy performance requirements at the global level and to pull the market towards higher levels of AC efficiency. CLASP is now planning further studies for commercial refrigeration equipment and lighting products.

CLASP's approach for mapping and benchmarking studies typically includes three components, although not all components may be needed for each product:

1. **Mapping:** The mapping component establishes product characteristics in selected countries by comparing the market size and trends as well as the energy performance of products offered on the market. The mapping component also includes a review of existing standards and labeling initiatives and their characteristics.
2. **Benchmarking:** The benchmarking component of the project includes the development of conversion functions based on desk research of existing test and energy performance standards, which can be used to facilitate comparisons of product energy performance measurements across economies with different test procedures and efficiency metrics. Conversion functions such as these have been successfully developed for both split non-ducted and split ducted air conditioners and for fixed-speed and variable-speed (inverter driven) units in CLASP's first benchmarking study.
3. **Testing:** The testing component compares and highlights differences between test procedures used by economies for measuring product performance under different test procedures. Representative products are tested according to various test procedures to establish which differences in results are related to test procedure variations. This serves to provide input for the development of conversion functions.

In order to maximize efficiency in its studies, CLASP is conducting a scoping study to define the work that will be needed for the benchmarking of commercial refrigeration equipment – these include beverage vending machines, walk-in coolers, and reach-in coolers. The Global Research team is seeking the support of one or more Consultants to help develop this exploratory scoping study prior to the launch of the next benchmarking study.

SCOPE OF WORK

The Consultant will be responsible for selected tasks to assist in developing a scoping study for the commercial refrigeration equipment benchmarking project. The full task list for the scoping study is set out below; tasks to be conducted by the Consultant are marked with an asterisk (*):

- I. Mapping
 - Identification of country needs for benchmarking research for product;
 - *Definition of relevant product classes or categories;
 - Selection of countries under study, *country data sources (e.g. regulations and market data) and *identification of potential data collection issues;
 - *Identification of international and national test procedures, *initial comparison of test procedures, and *identification of potential issues in test result comparisons;

- *Analysis of knowledge gaps that need to be addressed in a benchmarking study.

II. Project Definition

- Definition of research objectives and questions;
- Selection of benchmarking study components to be included;
- *Estimation of data (i.e. market data and test procedures) and equipment purchasing needs;
- Determining the need for manufacturer support or close manufacturer collaboration;
- Determining the need of country agreement to participate in the project;
- *Definition of tasks, task orders, and duration;
- *Definition of critical subtasks to identify the critical path;
- *Outline of potential risks and a plan for how to manage them (e.g. limitations of international or local data sources, potential conflicts, or other risks related to the management of the project);
- *Estimation of levels of efforts needed from contractors and from CLASP, in collaboration with CLASP;
- *Definition of key qualifications and terms of reference for contractors.

REPORTING AND DELIVERABLES

The Consultant will be required to provide the following outputs over the course of the project:

- Participation in project kick off meeting with CLASP within two weeks of contract inception;
- Submit task reports for each of the tasks identified, working closely with the CLASP Global research team. All reports should be submitted first as draft reports for review and comments by CLASP team;
- Bi-weekly summary of activities undertaken as part of this project, via email;
- Timely and detailed responses to questions and comments from CLASP team members related to this project.

TIMELINE

The Project is expected to commence in May 2012 and to be concluded within two months of inception.



INFORMATION FOR POTENTIAL APPLICANTS

Companies and organizations that wish to bid on this project must first register as a [CLASP Implementing Partner](#). Registering is easy, and can be done via the [CLASP website](#) before final submittal.

Additional information about CLASP's selection process is available [here](#).

SUBMITTAL

Interested parties should submit separate technical and financial proposals as electronic files. The file should be named as per the following example: **"Contractor Name: RFP #2-12"**

The technical proposal should include:

- Company profile, including a summary of qualifications relevant to this assignment;
- CVs and related summaries of experience and qualifications of applicable staff who would be engaged in the project;
- Detailed approach and methodology for the implementation and management of the assignment;
- Detailed timeline for all project activities and deliverables for the project within the timeframe indicated above.

The financial proposal should include:

- Detailed budget that includes a breakdown (in days) of the level of effort and costs associated with each team member that will be engaged in the project.

If necessary for the selection process, CLASP may request additional information from any applicant.

Proposals should be submitted via the CLASP website using the "Submit Bid" button above and filling out all the requested information. The deadline for proposal submission is **April 20, 2012**. Proposals submitted directly to anyone at CLASP will not be accepted.

All questions may be addressed to Ana Maria Carreño at acarreno@clasponline.org. The last date for submission of questions related to this RFP is **April 16, 2012**. We request all inquiries be made by e-mail and not by phone.