

TERMS OF REFERENCE

Job title:	Individual consultancy services for Review and Assessment of a Permissible Flaring and Production Profile Maintenance Study
Supervisor:	Ministry of Natural Resources
Type of contract:	Individual Contract
Post level:	International Consultant
Duration of Assignment:	7 Man Days
Period:	
Language Required:	English
Application deadline:	

BACKGROUND

Since 2015, Guyana's oil and gas industry has seen impressive momentum with estimated recoverable resources being more than 9 billion barrels oil equivalent, from the Stabroek block, where exploration is still ongoing. Guyana is producing approximately 120,000 barrels of oil per day. The natural gas produced is reinjected while flaring is to be kept at pilot levels.

The Payara Petroleum Production Licence, signed on the 30th September 2020, requires the Operator to conduct several studies that pertain to petroleum operations. One of these studies aims to Construct a reliability, availability and maintainability (RAM) model and prepare a report of key metrics, including an estimate of the FPSO overall production system availability reflective of flaring permissible under the Production License and Environmental Permit

PURPOSE

The intended purpose of this consultancy is to provide support to the Government of Guyana in executing an assessment, of the submissions the Operator has made with respect to the Permissible Flaring and Production Profile Maintenance Study and its alignment with the approved Terms of Reference and international best practice.

PROPOSED METHODOLOGY

During the consulting period the consultant is expected to review all submissions made by the Operator, and all other supporting documentation. The review will verify whether the submissions made by the Operator addressed the items outlined in the Terms of Reference (TOR) of the study and if it meets the intent of the Condition within the Payara Petroleum Production Licence.

The review will include, but is not limited to:

- i. Review the information provided by the Operator with respect to constructing a reliability, availability and maintainability (RAM) model and the subsequent report of key metrics, including an estimate of the FPSO

- overall production system availability and reflective of flaring permissible under the Production License and Environment Permit.
- ii. Review the Operator's prioritized list of opportunities to improve the FPSO overall production system availability based on cost-benefit analyses, if the FPSO overall production system availability is below 98%.
 - iii. Examine the recommendations the Operator would have made in regards to the findings.

DUTIES AND RESPONSIBILITIES

The consultant will be responsible for the following in keeping with the methodology described above.

- i. Review submissions from the Operator
- ii. Review findings from the Ministry of Natural Resources (MNR)
- iii. Identify areas of shortcomings of the study with respect to the TOR of the study
- iv. Provide written recommendations to improve the study
- v. Support the team in their interactions with the Operator including but not limited to assisting the MNR in formulating responses and communications to the Operator aimed at lodging objections, resolving differences in technical judgement, requesting modifications, etc.
- vi. Support the MNR towards the review and closing of the Operator's draft report.
- vii. Provide a final report on the completed and appropriate recommendations.

EXPECTED OUTPUTS AND DELIVERABLES

The consultant is expected to produce a final report with the findings and recommendations to be made.

Approval: Review of the deliverables regarding quality and timelines will be undertaken by the Ministry of Natural Resources.

IMPLEMENTATION ARRANGEMENTS

The consultant will perform the afore-mentioned tasks and produce the respective outputs and products over 5-10 working days over a period of 3 months. He/she will work under the guidance of the Permanent Secretary of the Ministry of Natural Resources.

QUALIFICATIONS, SKILLS AND EXPERIENCE

Qualifications

- Minimum of an MSc in Petroleum Production Engineering or relevant field.

Experience

- Minimum of 10 years work experience at the local or international level, advising, supporting, and developing similar projects that involved facility design and assessing reliability, availability, maintainability and efficiency of an FPSO facility.
- Experience working with Government would be an asset.

Skills

- Excellent oral and written English communication skills.

Additionally, the Consultant should meet the following secondary requirements:

Core Values

- Respect for Diversity.
- Integrity.
- Professionalism.

Core Competencies

- Accountability.
- Creative Problem Solving.
- Effective Communications.
- Inclusive Collaboration.
- Stakeholder Engagement.
- Leading by Example.

Functional Competencies

- Ability to perform qualitative and quantitative technical research.
- Ability to advocate and provide policy and technical advice.
- Excellent networking skills.
- Excellent analytical skills.
- Excellent writing, presentation, and facilitation skills.
- Ability to work under pressure and strict deadlines.
- Ability to write policy papers. Technical documents and briefings involving inputs from multiple sources.

The consultant is required to be available for full participation and intensive work within required timeframes.

Location

The Consultant will work virtually from his/her home base with the possibility of missions to Guyana. Any travel will be based on prior approval from the Permanent

Secretary of the Ministry of Natural Resource in keeping with the national measures in place for COVID-19. Travel will be a reimbursable expense if and when possible.

DURATION of the ASSIGNMENT

The assignment will be conducted over a period of 3 months from July 2021 to October 2021.

DOCUMENTS TO BE INCLUDED WHEN SUBMITTING PROPOSALS

Interested individual Consultants must submit the following documents/information to demonstrate their qualifications:

1. Letter of confirmation of interest and availability
2. Proposal (in English, Mandatory)
 - i. Explaining why they are the most suitable for the contract.
 - ii. Providing a brief methodology on how they will approach and conduct the work
3. Financial proposal
4. CV including experience in similar assignments and at least 3 references.

Financial proposal

The financial proposal shall specify a total lump sum amount supported by a breakdown of costs, as per template provided; payments would be based upon output, i.e. upon delivery of the services specified in the TOR.

ASSESSMENT OF THE PROPOSAL

Individual Consultants will be evaluated based on the Combined Scoring method. When using this weighted scoring method, the award of the contract shall be made to the individual Consultant whose offer has been evaluated and determined as:

- a. Responsive/compliant/acceptable, and
- b. Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

CRITERIA – Permissible Flaring and Production Profile Maintenance Study

Selection criteria will be based on qualification, knowledge, and experience. The proposal will be weighted at a maximum of 100 points with a requirement of 70% pass mark. This will be broken down in the following manner:

Criteria for Selection		Points Allocated per Criteria
1	Technical Proposal	20
	Clearly articulated proposal and methodology to undertake the assignment.	20
2	Qualifications & Experience	70
	Minimum of a MSc in Reservoir Engineering or relevant field	25
	Minimum of 10 years work experience with respect to RAM modelling for Permissible Flaring and Production Profile Maintenance.	35
	Experience with working with government and other such projects internationally.	10
3	Knowledge and skills	10
	Excellent oral and written English communication skills	10
Total technical score (required pass mark = 70%)		100 pts
Financial criteria = 30%		