



<https://website.crosq.org/job/request-for-quotation/>

## Consultant – Translation Services

### Description

### **TERMS OF REFERENCE**

#### **Request for Quotation for Translation of 2018 CREEBC and Related Publications**

#### **BACKGROUND**

Countries of the Caribbean Community (CARICOM) meet at least 95% of energy needs through the use of imported fossil fuel. This dependency, particularly for commerce and manufacturing has restricted global competitiveness, escalated indebtedness and increased the potential for environmental harm. Additionally, the impact of global warming and climate change threatens to exacerbate these conditions, through increased energy demand and subsequent heightening of inefficiencies in electricity generating plants. Recognizing that the adoption rates of more effectual technologies for renewable energy and energy conservation and efficiency are low and require political will, private sector input and technical expertise, the CARICOM Energy Unit, as part of the CARICOM Energy Programme, is implementing a Caribbean Sustainable Energy Roadmap and Strategy (C-SERMS). This C-SERMS was developed to action the CARICOM Energy Policy.

To meet one of the objectives of the Caribbean Sustainable Energy Roadmap and Strategy and to execute a directive issued by the 41st Special COTED on Energy held in Trinidad and Tobago, in April 2013, the CARICOM Regional Organisation for Standards and Quality (CROSQ) commenced the development of the CARICOM Regional Energy Efficiency Building Code (CREEBC). This development was supported by the Energy for Sustainable Development Project (ESD), which is a United Nations Environmental Programme (UNEP) funded by the Global Environment Facility (GEF), administered by the Caribbean Community Climate Change Centre (CCCCC) and the Renewable Energy and Energy Efficiency Technical Assistance (REETA) – a four-year project funded by the Government of Germany and implemented through the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH. The REETA Project collaborated with the CARICOM Energy Programme in the specific areas of capacity building, private sector cooperation, regional institutional support and networking of the major stakeholders.

The 2018 CARICOM Regional Energy Efficiency Building Code (CREEBC) is an adaptation of the International Energy Conservation Code, 2018 Edition, published by the International Code Council (ICC), and is meant to specifically meet the needs of the Caribbean and other countries in a tropical environment. It establishes minimum energy efficiency requirements inclusive of those for building envelope, cooling system, ventilation, pumping, lighting and the service water-heating systems in buildings. The technical requirements of this code are the product of both regional and international expertise.

**Hiring organization**  
CROSQ

**Employment Type**  
Contractor

**Duration of employment**  
14 days over a period of 1 month

**Job Location**  
Remote work possible

**Date posted**  
November 3, 2021

**Valid through**  
10.12.2021

In November 2019 CROSQ received support from the Technical Assistance Programme for Sustainable Energy in the Caribbean (TAPSEC), a project funded by the German government and the European Union and implemented by the GIZ GmbH to further the CREEBC through capacity building, policy formulation support and promotional activities. CROSQ will be assisting member states in the implementation of the CREEBC and the Regional Harmonised Energy Efficiency Labelling Scheme through the provision of a Roadmap which can serve as a tool in policy making related to these initiatives and in member states being implementation ready.

To this end, CROSQ is seeking to contract the services of a consultant to translate the 2018 CARICOM Regional Energy Efficiency Building Code (CREEBC) and its supporting publications into French, as part of its efforts to facilitate implementation in all member states.

### **Objectives**

The overall objective of this consultancy is to facilitate the utilisation and implementation of the 2018 CREEBC in Haiti.

The purpose of this consultancy is to translate the 2018 CARICOM Regional Energy Efficiency Building Code (CREEBC); and associated publications – the 2018 CREEBC Code Essentials and 2018 CREEBC Study Companion from English to French.

### **Scope of Work**

To achieve the objectives above, the consultant is expected to conduct the following activities:

- Translate from English to French approximately 981 pages (in total for all 3 documents) for the following:
  - 2018 CREEBC
  - 2018 CREEBC Study Companion
  - 2018 CREEBC Code Essentials

### **Deliverables and Reporting Requirements**

The Consultant will report to the Project Coordinator of the TAPSEC Project and will be expected to submit the following deliverables:

- Translated 2018 CREEBC
- Translated 2018 CREEBC Study Guide
- Translated 2018 CREEBC Code Essentials

### **Duration**

The consultancy is expected to last for a maximum of 14 days over a period of one (1) month, as a remote consultancy.

### **Qualifications**

This consultancy requires the services of a key expert. The appointed consultant must meet the following minimum requirements:

- Formal qualifications in Translation or equivalent qualifications
- At least five (5) years' demonstrated experience conducting similar type activities
- Excellent written and oral command of French and English.

### **Contacts**

Please send quotations inclusive of CVs to Ms Janice Hilaire at [janice.hilaire@crosg.org](mailto:janice.hilaire@crosg.org) and copied to Ms Jael Browne at [jael.browne@crosg.org](mailto:jael.browne@crosg.org) , complying with the following deadlines:

- Deadline for submission of quotations inclusive of CVs is **November 27, 2021 (EXTENDED to December 10, 2021)**.