

## REQUEST FOR PROPOSALS

Cambodia Australia Partnership for Resilient Economic Development (CAPRED) Program	
RFP Number	RFP26-057
Project Name	Development of Health, Safety and Environment (HSE) Guidelines for Selected Solar Farms in Cambodia
Domain Name	Infrastructure
Initial Application Closing Date	5 pm (Phnom Penh Time), 6 February 2026
Assignment Duration	March 2026 - May 2026

## 1. Background

### 1.1. About CAPRED

The CAPRED Facility is Australia's flagship bilateral economic development program in Cambodia, focusing on economic recovery and resilience until 2027, with a possible three-year extension. The Facility supports Cambodia in implementing a range of important economic reforms to support the country's economic transition. These interventions and reforms aim to encourage more productive and inclusive public and private investment, promoting a resilient, inclusive, and sustainable economy (RISE).

CAPRED interventions fall under three technical components including Agriculture and Agro-processing; Trade, Investment and Enterprise Development and Infrastructure Development; and three Cross-Cutting components: Gender Equality, Disability and Social Inclusion (GEDSI); Climate Resilient initiatives, and policy support.

### 1.2. About CAPRED's Energy Portfolio

Within the Infrastructure Domain, CAPRED supports Cambodia's transition toward a cleaner, more reliable, and affordable energy system. This includes assistance to the Ministry of Mines and Energy (MME), Electricité du Cambodge (EDC), and private sector operators to accelerate solar and battery energy integration, enhance energy efficiency, and strengthen human-capital development in the energy sector.

One such initiative is the **Women in Clean Energy Internship Program**, implemented in partnership with local universities and private solar companies. The program provides hands-on industry experience for recent female engineering graduates from institutions such as the Institute of Technology of Cambodia (ITC) and the Institute of Electrical Science (IES). Interns are placed at operational solar farms and companies across Cambodia, where they gain practical technical and workplace experience while receiving ongoing mentorship and professional guidance to help them thrive in the country's growing renewable energy sector.

During the first few months of implementation, CAPRED, interns and its partner companies, have identified potential improvements in existing Health, Safety, and Environment (HSE) practices across solar farm sites. Observed gaps include inconsistent site safety procedures, limited orientation for new personnel and interns, and a lack of standardised operating guidelines tailored to Cambodia's rapidly growing solar industry.



To support partner companies in strengthening operational safety, CAPRED seeks proposals from qualified firms or consortium to develop practical HSE Guidelines tailored to solar farm operations in Cambodia.

### 1.3. Objective

The objective of this assignment is to design and develop context-specific Health, Safety, and Environment (HSE) Guidelines tailored for solar farm operations in Cambodia. These guidelines will help solar operators enhance workplace safety, ensure compliance with national standards, and integrate effective risk management and environmental protection measures into daily operations.

## 2. Scope of Work

CAPRED seeks to engage qualified consulting firm or consortium to develop Health, Safety and Environment (HSE) Guidelines for Selected Solar Farms in Cambodia. The selected applicant will be expected to undertake for the following key tasks:

### Task 1: Baseline Assessment

- Review existing HSE practices across selected solar farms (minimum of 3–4 sites participating in CAPRED’s internship program with differing characteristics and operating conditions).
- Conduct site visits jointly with relevant staff as advised by the company’s management team to observe operations and practices, identify potential risks, and assess current compliance with Cambodian regulations and applicable international standards.
- Compile findings into a Baseline HSE Assessment Report, highlighting key operational risks and gaps related to solar farm operation, and maintenance (O&M).

### Task 2: Development of Draft HSE Guidelines

- Develop clear, structured Health, Safety, and Environment (HSE) Guidelines tailored to the operations of selected solar farms.
- The guidelines should cover key elements under each HSE pillar:
  - Health: compliance with Cambodian labour and occupational-health requirements; worker well-being and medical readiness.
  - Safety: safe-work procedures, PPE use, risk identification and mitigation across critical areas (e.g., transformers, switchgear, inverters, battery rooms, cleaning zones, kitchens); emergency preparedness and incident-reporting mechanisms.
  - Environment: waste (such as panels) and chemical-handling practices, pollution prevention, and environmental-impact control consistent with national standards.
- The Guidelines should be practical, illustrated, and adaptable, allowing solar operators to integrate them into existing company procedures and training systems
  - The Guidelines should be developed with reference to relevant national regulations and international standards and should also reflect inclusive and gender-sensitive safety considerations where relevant.

### Task 3: Technical Review and Feedback

- Facilitate a technical review session(s) with key staff and stakeholders engaged during the site visits to review the draft guidelines.
- Incorporate operational feedback and recommendations from the review to ensure the guidelines are accurate, relevant, and implementable across various solar operations.



**Task 4: Training and Dissemination**

- Develop a concise training toolkit (slides, checklists, and templates) to support operators in adopting the HSE Guidelines.
- Conduct at least one pilot training session to introduce the guidelines and gather user feedback at CAPRED selected pilot company with staff nominated staff.

**Task 5: Finalisation and Reporting**

- Deliver the finalised HSE Guideline and Training Toolkit, incorporating all feedback.
- Prepare a Final Report summarizing the overall methodology, findings, technical review outcomes, and implementation pathways for each assessed site, outlining recommended actions, responsibilities, and timelines to strengthen HSE practices.

**3. Qualifications, knowledge, and experience required**

Applications are open to all Cambodia- or international-based companies or consortium, that meet the following criteria. Women-led companies and team are strongly encouraged to apply.

**Organisational Requirements:**

- Proven experience in developing or implementing Health, Safety, and Environment (HSE) frameworks, procedures, or guidelines within the energy or infrastructure sector.
- Demonstrated understanding of Cambodia's regulatory framework, including Labour Law and environmental regulations relevant to industrial or power-sector operations.
- Experience working with renewable-energy projects, particularly solar power plant construction or operation and maintenance (O&M), is highly desirable.
- Ability to conduct on-site assessments and facilitate consultations with technical and management staff at solar farm sites.
- Proven experience in designing and delivering HSE-related training, developing toolkits, and preparing technical documentation suitable for operational settings
- Demonstrated capacity to deliver high-quality technical outputs within tight timelines.

**Key Personnel Requirements:**

- At least one member of the team must have a minimum of five (5) years of combined experience in Health, Safety, and Environment (HSE) management and solar-farm operations or maintenance (O&M). Experience in developing safety procedures, conducting risk assessments, and facilitating technical or operational reviews is essential.
- Additional team members may provide complementary expertise in environmental management, social safeguards, training development, or documentation, as needed to deliver the assignment effectively.

**Preferred Experience:**

- Familiarity with international standards such as ISO 45001 (Occupational Health and Safety) and Australian Environmental and Social Performance Standards.
- Proficiency in English and Khmer for stakeholder consultations and reporting.

**Other Qualifications:**

- Demonstrating integrity and high ethical standards.
- Displaying sensitivity and adaptability to cultural, gender, religious, racial, national, and age differences.



- Fulfilling obligations to GEDSI sensitivity and maintaining a zero-tolerance policy for sexual harassment.
- Strictly comply with the DFAT Child Protection Code of Conduct and Policy.  
(<https://www.dfat.gov.au/sites/default/files/child-protection-policy.pdf>)
- Teams with an appropriate gender balance are strongly encouraged to apply.

#### 4. Evaluation

CAPRED will use an objective and reliable process to evaluate each application. The applications will be evaluated on the following criteria (in no particular order):

- a) Compliance with this Request for Proposal.
- b) Understanding and ability to meet the eligibility criteria.
- c) The applicant's business contributes to GEDSI (gender equality, disability, and social inclusion), sustainability, and/or the environment.
- d) Expertise of individuals and overall team nominated to deliver the assignment. CAPRED reserves the right to reject any individual being proposed and to ask the supplier to provide an alternative.
- e) Past performance relevant to this RFP (as determined by referee checks)
- f) Relevant examples of previous work.
- g) Proposed financial plan for the services.

**Note:** Whilst price is a factor, it is more important that the applicant can demonstrate value for money. CAPRED reserves the right to contract more than one supplier for these services and may actively seek to contract more than one supplier to ensure the supply of technical services. CAPRED reserves the right to vary the contract terms, and to exercise the option period at its sole discretion.

***Due diligence checks will be conducted on the organisation/s and individuals nominated in the RFP prior to awarding contract/s.***

#### 5. How to Apply

The proposals including the Technical and Financial Response Forms must be submitted no later than **5 pm (Phnom Penh time), 6 February 2025** by email to [procurement@capred.org](mailto:procurement@capred.org) with "Development of HSE Guidelines for Solar Farms in Cambodia" in the subject line. Any proposals submitted after this time and date will not be considered.

CAPRED is available to answer questions or provide more details on the scope of work. Please email [procurement@capred.org](mailto:procurement@capred.org) with "Development of HSE Guidelines - Enquiry" in the subject line.

##### **Attachments:**

- Technical Response Form
- Financial Response Form

*Cowater International is an equal opportunity employer, basing employment on merit and qualifications as they relate to professional experience and position expectations. Cowater does not discriminate against any employee or applicant on the basis of race, religion, sex, gender identity, disability, age, or any other basis protected by law. CAPRED aims to have a diverse workforce and a workplace that is supportive of gender equality, disability, and social inclusion. Women, people with disabilities, and other minorities are highly encouraged to apply.*

