

AFRICAN UNION

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REQUEST FOR PROPOSALS

Consultancy Services: Designing a Programme for Renewable Energy Development in African Island States (REAIS)

PROCUREMENT NO: AUC/IED/C/378

September, 2018

Section I: Letter of Invitation

18th September, 2018

Dear Sir/Madam,

REF: Consultancy Services - Designing a Programme for Renewable Energy Development in African Island States (REAIS)

1. The African Union Commission (AUC) would like to engage the services of a Consulting Firm to provide services for **Designing a Programme for Renewable Energy Development in African Island States (REAIS)**. The AUC invites interested and eligible bidders to submit technical and financial proposals for the assignment as per attached Terms of Reference (TOR).
2. A firm will be selected under **Quality and Cost Based Selection Method procedures**. The **TECHNICAL** and **FINANCIAL** offers must be delivered in **TWO SEPARATE** envelopes enclosed in an OUTER envelope to the address below. The minimum technical score required to pass is 70% to proceed for further financial evaluation.
3. The deadline for submission of proposal is **19th October, 2018** at 1500hrs East Africa Time. Late bids will be rejected and returned unopened to bidders. The Outer envelope should bear the name and address of the bidder. Language of the bid or proposal should be in English.
4. Bidders may request for clarifications no less than 7 days from the deadline for submission, from The Chairperson, Internal Procurement Committee, African Union Commission, Email : tender@africa-union.org
5. Bidders must provide the following documents :
 - (i) Certificate of Incorporation (Company Registration)
 - (ii) At least 3 contactable references in the last five (5) years
 - (iii) Company profile demonstrating at least five (5) years
6. The address for deposit of bids is: The Chairperson, Internal Procurement Committee, African Union Commission, Building C, 3rd floor, TENDER BOX, Roosevelt Street, and P. O. Box 3243, Addis Ababa, Ethiopia.

Yours sincerely,

Head, Procurement, Travel and Stores Division

**Department of Infrastructure and Energy
Division**

**Consultancy Services: Designing a Programme for
Renewable Energy Development in African Island
States (REAIS)**

TERMS OF REFERENCE

September, 2018

Addis Ababa

TERMS OF REFERENCE FOR DESIGNING A PROGRAMME FOR RENEWABLE ENERGY DEVELOPMENT IN AFRICAN ISLAND STATES (REAIS)

I. INTRODUCTION

The African Island States (AIS) comprise Republic of Cabo Verde, Union of the Comoros, Republic of Equatorial Guinea, Republic of Guinea-Bissau, Republic of Mauritius, Democratic Republic of São Tomé and Príncipe, Republic of Seychelles, Republic of Madagascar and the semi-autonomous Zanzibar, which is part of the United Republic of Tanzania.

Island States face unique challenges in addressing energy needs due to their locations. Unlike mainland states, it is usually difficult for islands to benefit from the economies of scale gained by pooling of energy resources with neighbouring countries through physical interconnection of infrastructure linking different countries. They are, therefore, forced to strive to be 100% self-reliant using the resources available on the island or imported from elsewhere. Currently, the AIS are highly dependent on fossil fuels, and some spend in excess of 30% of their foreign exchange earnings annually on importing fossil fuels.

Examples from developed countries have shown that renewable energy is a reliable source of energy supply for islands and can reduce the current scenario of heavy dependency on fossil fuels that has caused some of the islands to be heavily indebted. Fortunately, many AIS are endowed with huge renewable energy resources that can be sustainably developed for the benefit of their economies. Some of the resources that island states can develop include solar, wind, bioenergy, geothermal, small hydropower, and even tidal and wave energy.

In recognition of the unique circumstance of island states, the African Union Commission (AUC) plans to design a dedicated programme that will support all AIS in developing renewable energy programmes and accessing financing from climate funds and other potential funding sources to develop their renewable energy resources. It is expected that the programme will support them to reduce their dependence on fossil fuels and significantly increase use of renewable and climate resilient energy resources. In this regard, the AUC wishes to engage consultancy services to design the programme for Renewable Energy in AIS (REAIS) and develop a Strategy and Action plan for its implementation.

II. OBJECTIVE

The Overall Objective of the REAIS programme is to increase access to clean, affordable, modern and sustainable renewable energy for the inhabitants of the African Islands States in line with AU Agenda 2063, UN Agenda 2030 for Sustainable Development and Paris Agreement. REAIS specific objectives include:

- i) Access to affordable modern energy;
- ii) Increased share of renewable energy in the AIS energy mix;
- iii) Energy efficiency;
- iv) Increased investment in green energy development; and

- v) Support institutional capacity.

The outcomes of REAIS are expected to be:

- i) Development of coherent policy and regulatory frameworks;
- ii) Facility developed for green financing for project development and risk mitigation;
- iii) Formulation of monitoring and evaluation framework for renewable energy programmes; and
- iv) Knowledge facilitation and capacity building enhanced.

The objective of the assignment is to design the REAIS programme to achieve the stated objectives and deliver on the expected outcomes. Specific objectives of the assignment are to develop:

- i) A Strategy and Action Plan, which when implemented, will result in the achievement of the programme objectives leading to higher investments in renewable energy by both public and private sector. The Strategy and Action Plan will incorporate coordination, monitoring and evaluation mechanisms.
- ii) Mapping of existing initiatives and financing mechanisms for renewable energy in AIS with proposed coordination mechanism.
- iii) A facility that enables renewable energy developers to access green climate funds and other potential funding resulting in accelerated investments in renewable energy in the AIS.
- iv) Strategy for knowledge facilitation and capacity building.

III. SCOPE OF WORK

The assignment will cover the Republic of Cabo Verde, Union of the Comoros, Republic of Equatorial Guinea, Republic of Guinea-Bissau, Republic of Mauritius, Democratic Republic of São Tomé and Príncipe, Republic of Seychelles, Republic of Madagascar and Zanzibar in the United Republic of Tanzania.

The consultant shall work closely with the Government institutions, stakeholders in the island states (public, private and non-state actors) as well as with the AUC, Regional Economic Communities (RECs), Regional Centres for Renewable Energy and Energy Efficiency, and the United Nations Economic Commission for Africa (UNECA), among others.

The consultant shall carry out the following tasks:

1. A Scoping Study on the existing status of energy demand and supply, current energy mix, key energy development indicators including level of access in each island state, energy sources and their potential, existing plans and projections as well as existing energy initiatives and programmes. The scoping study will include a review of the energy sector institutional set up, policy and regulatory framework.

2. Evaluate the effectiveness of existing policy and regulatory frameworks and institutional set up and their capacity to support investments and incentives in renewable energy and propose measures where gaps and opportunities are identified.
3. For each island state identify in consultation with the island, the renewable energy resources where more emphasis could be placed and propose measures and incentives of supporting their development.
4. Analyse the existing mechanisms and instruments of climate funds and other potential sources of funding renewable energy development in AIS.
5. Map existing initiatives and financing mechanisms for renewable energy in island states and identify other potential partners for supporting energy programmes in AIS and outline appropriate coordination mechanisms.
6. Based on the results of Tasks 1-5, develop a Strategy and Action Plan for Renewable Energy Development in AIS (REAIS). The Strategy and Action Plan shall include an implementation structure as well as a Monitoring and Evaluation Framework. For each expected outcome the Consultant shall develop activities, outputs, indicators, cost estimates and projected timelines. A summary of the Strategy and Action Plan will be presented as a LogFrame demonstrating a clear linkage of the objectives/outcomes and proposed activities, outputs and indicators in form of a Results Matrix; a possible format is shown as Table 1 below.
7. Design a facility to support renewable energy project developers to access green climate funds and other funds for renewable energy programmes in the AIS. The facility should be flexible to allow contributions from different development partners wishing to support the REALIS Programme.

Table 1: Results Matrix

Expected Outcome	Key Activities	Outputs	Indicators	Timeline	Cost
Development of coherent policy and regulatory frameworks					
Facility developed for green financing for project development and risk mitigation					
Formulation of monitoring and evaluation framework for renewable energy programmes					
Knowledge facilitation and capacity building enhanced					

IV. DELIVERABLES

The consultant shall provide the following reports in English and French languages:

1. An inception report covering the methodology, work programme and team of experts as well as their tasks and time allocation. The Inception Report will be submitted three (3) weeks after signing the contract.
2. Draft Report covering Tasks 1 to 5 sixteen (16) weeks after signing the contract.
3. Draft Strategy and Draft Action Plan submitted together with the Draft Report sixteen (16) weeks after signing the contract.
4. Concept and proposed structure of the Financing Facility sixteen (16) weeks after signing the contract.
5. 1st Stakeholders Workshop to review the Draft Report, Draft Strategy and Action Plan and Concept of the Financing Facility nineteen (19) weeks after signing the contract.
6. Draft Final Report and Draft Final Strategy and Action Plan incorporating stakeholders' inputs twenty-seven (27) weeks after signing the contract.
7. Draft detailed design of the Financing Facility twenty-seven (27) weeks after signing the contract.
8. 2nd Stakeholders Workshop to consider Draft Final Report, Draft Final Strategy and Action Plan, and Draft detailed design of the Financing Facility thirty (30) weeks after signing the contract.
9. Final Report including a stand-alone Executive Summary thirty-six (36) weeks after signing the contract.
10. Short monthly progress reports submitted electronically to the AUC.

The deliverables are summarised in the table below:

	Deliverable	No. of weeks after contract signature
1.	Contract Signature	0
2.	Inception Report	3
3.	Inception Meeting with AUC and Key Stakeholders	4
4.	<ul style="list-style-type: none"> • Draft Report • Draft Strategy and Draft Action Plan • Concept of the Financing Facility 	16
5.	1 st Stakeholders Workshop	19
6.	<ul style="list-style-type: none"> • Draft Final Report • Draft Final Strategy and Action Plan • Draft detailed design of the Financing Facility 	27

7.	2 nd Stakeholders Workshop	30
8.	Final Report including a stand-alone Executive Summary	36

V. EXPERTISE

The key personnel required comprise at least a Team Leader and at least two Key Experts.

The consultant's team shall have the following competencies:

- i) The Team Leader shall have a minimum of Master's Degree in related disciplines such as engineering, energy economics, etc., and at least ten (10) years' experience in strategy development in the energy sector.
- ii) Key Experts shall have a minimum of Master Degree or equivalent in relevant field with demonstrable experience of at least eight (8) years.
- iii) Expertise in development of energy legal and policy documents.
- iv) Experience in renewable energy and energy efficiency within the team.
- v) Experience in Climate Change and Climate funding within the team.
- vi) Excellent analytical and reporting skills
- vii) Fluency in written and spoken English and French languages within the team. Knowledge of Portuguese would be advantageous for Cabo Verde and Equatorial Guinea.

VI. TIME FRAME

The consultant is expected to finish the assignment in nine (9) months.

VII. MANAGEMENT OF THE ASSIGNMENT

The AUC will be the contracting agency. The assignment will be carried out under the oversight of the AUC Department of Infrastructure and Energy. Each AIS covered in the scope of the assignment will appoint a focal person to work closely with the consultant and AUC according to AUC rules and regulations.

VIII. LOGISTICAL ARRANGEMENTS

The consultants shall visit all the islands covered in the programme to consult with relevant government institutions and key stakeholders. AUC and AIS authorities will provide support and facilitation for the consultant's visit as much as possible.

SELECTION CRITERIA

S/N	AWARD CRITERIA	ALLOCATED SCORES
1.	Specific experience of the Consultants related to the assignment	10
2.	Adequacy of the proposed work plan and methodology	40
3.	Qualification and Competence of the key staff for the assignment	40
4.	Knowledge and experience of the region	5
5.	Language	5
	TOTAL POINTS	100