



SECTION I: LETTER OF INVITATION

Procurement Reference Number: AUC/IED/C/012

21st April 2022

Dear Applicants,

REQUEST FOR EXPRESSIONS OF INTEREST: CONSULTANCY SERVICES TO UNDERTAKE NEEDS ASSESSMENT AND SENSITIZATION WORKSHOPS FOR RENEWABLE ENERGY DEVELOPMENT IN AFRICAN ISLAND STATES (REAIS).

The African Union Commission (AUC), seeks to recruit a competent and eligible Individual Consultant to provide **CONSULTANCY SERVICES TO UNDERTAKE NEEDS ASSESSMENT AND SENSITIZATION WORKSHOPS FOR RENEWABLE ENERGY DEVELOPMENT IN AFRICAN ISLAND STATES (REAIS).**

The AUC now invites interested individual consultants to submit their technical proposals for the assignment as per attached Terms of Reference (TOR). The AUC policy requires consultants to provide professional, objective, and impartial advice, and at all times hold the Client's interest's paramount, without any consideration for future work, and strictly avoid conflicts with other assignments or their own interests.

- 1. Individual Consultant will be selected under the Fixed Budget selection method where the Consultant who has submitted the highest ranked technical proposal within the set pass mark and within the fixed budget stated, will be selected for award of contract. The available budget for this assignment does not exceed Forty-Two Thousand, United States Dollars (USD 42,000), over a period of 120 working days**
- 2. The title of the procurement for each assignment must appear as subject of e-mail submissions (CVs, covering letter and technical proposals, additional supporting documents) with a maximum size of the attachment not exceeding 10MB and send to: Email: tender@africa-union.org Copy: TizitaT@africa-union.org**
- 3. All submissions must be addressed to: The Chairperson, Tender Board, African Union Commission, Building C, 3rd floor, TENDER BOX, Roosevelt Street, P. O. Box 3243, Addis Ababa, Ethiopia.**
- 4. The Deadline for submission is 6th May 2022 at 15:00 hours Addis Ababa Time. Late applications will not be considered.**
- 5. Selection procedure shall be in accordance with the African Union Commission's "Procurement Manual version 2.0" dated July 2016 which is available on the Commission's website at: <https://au.int/>**
- 6. This call for Request for Expression of Interest (REoI) comprises of the following:**
 - a. Section I – This Letter of Invitation**
 - b. Section II - Terms of Reference**

Yours sincerely,

Head, Supply Chain Division

TERMS OF REFERENCE

CONSULTANCY SERVICES TO UNDERTAKE NEEDS ASSESSMENT AND SENSITIZATION WORKSHOPS 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 heavy dependency on fossil fuels that has caused some of the islands to be heavily indebted. Fortunately, many AIS are endowed with 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, hydropower, and even tidal and wave energy.

In recognition of the unique circumstance of island states, the African Union Commission (AUC) plans to carry out a Needs Assessment for developing renewable energy programmes and accessing financing from climate funds and other potential funding sources in AIS. The AUC plans to use the results from the Needs Assessment to create a dedicated programme to support AIS in promoting renewable energy access. This Consultancy Service is aimed at identifying gaps and opportunities for the development of renewable energy resources in AIS.

II. OBJECTIVE

The overall objective of the Needs Assessment study is to identify the gaps and barriers to sustainable energy access and explore the opportunities within AIS to accelerate energy access. The specific objectives of the study include:

- i. Identifying the policy, institutional, financial and technical gaps at the national level of AIS;
- ii. Identifying opportunities to address the gaps in sustainable energy access.

The outcomes of the Needs Assessment study are expected to help initiate a programme of Renewable Energy Development in African Island States (REAIS).

III. SCOPE OF WORK

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

The consultants shall carry out the following tasks:

- i. 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, and funding mechanisms.
- ii. Evaluate the policy, institutional, financial and technical gaps in energy sector development in each island state while also exploring the opportunities for renewable energy development.
- iii. Identify the main obstacles to scaling-up renewable energy in AIS and how they can be mitigated, specifying the roles of different players including regional organisations and development partners.
- iv. Outline relevant climate instruments that AIS can tap into and how they can be leveraged to support the scaling up of renewable energy development in the respective AIS.
- v. Identify opportunities for productive use through linkages for the use of renewable energy across different sectors (tourism, fisheries, agriculture etc.) as well as ways of strengthening local capacity to apply renewable energy technologies for productive use.
- vi. In consultation with the AUC organize two sensitization workshops to present the findings and recommendations to stakeholders for validation. The consultant(s) will identify key stakeholders and institutions to be invited as well as design the workshops' draft agenda and programme.

IV. DELIVERABLES

The consultant shall provide Needs Assessment Report in English at the end of the assignment that clearly responds to all the tasks under the scope of works with recommendations for the way forward.

The consultant shall provide the following reports:

1. An inception report covering the methodology, work programme as well as tasks and time allocation. The Inception Report will be submitted one (2) week after signing the contract.
2. Inception Meeting with AUC and Key Stakeholders constituting a core team responsible for steering the assignment to be held two (3) weeks after signing the contract.
3. Draft Report to be submitted eight (12) weeks after signing the contract.
4. Stakeholders Workshop to review the Draft Report, ten (14) weeks after signing the contract.
5. Final Report incorporating stakeholders' inputs twelve (16) weeks after signing the contract.

V. EXPERTISE

The Consultant is expected to 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, climate change and climate finance, policy and institutional frameworks as well as energy efficiency. Experience in any of the African Island States is highly desirable. The consultants is also encouraged to provide or describe in details similar work completed in the past. The consultants must be bilingual speakers, with combination of English/French or English/Portuguese/Spanish.

VI. TIME FRAME

The assignment should be executed over a period of 120 working days.

VII. SCHEDULE OF PAYMENTS

The schedule of payments of the consultants is specified below:

- 30% of the amount of the contract to be paid upon submission and satisfaction by the Client of an inception report detailing how the above-mentioned deliverables will be achieved.
- 40% of the amount of the contract to be paid upon submission and satisfaction by the Client of the draft report
- 30% of the amount of the contract to be paid upon submission of the final report, after incorporating Client and Stakeholders' comments.

VIII. 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.

IX. LOGISTICAL ARRANGEMENTS

AUC will provide letters of introduction if required to facilitate the consultant's engagements with stakeholders. The AUC will work with the consultant in organising the stakeholders' workshop, which could be held in hybrid or virtual format.

SELECTION CRITERIA

Proposals will be evaluated using the following criteria:

SN	Award Criteria	Allocated Points
1	Required Qualifications and Skills	
a	A minimum of Bachelor's Degree in related disciplines such as engineering, energy economics, etc	10
2.	Experience:	
a.	At least ten (10) years' experience in strategy development in the energy sector, climate change and climate finance, policy and institutional frameworks as well as energy efficiency	10
b.	Experience in any of the African Island States is highly desirable	10
b.	a) Personal Capacity Statement i) Relevant experience related to the assignment (include samples of two (2) most recent similar works and/or references for the same) ii) Contacts of at least three (3) organizations previously worked for iii) Curriculum Vitae of the Consultant	15
c.	The consultants must be bilingual speakers, with combination of English/French or English/Portuguese/Spanish.	10
3.	Technical Proposal not exceeding 8 pages on:	
a.	Understanding and interpretation of the TOR	20
b.	Methodology to be used in undertaking the assignment	15
c.	Time and activity schedule/Workplan	10
	Total Points	100

Minimum technical score is 70 points (pass mark).

Individual Consultant will be selected under the Fixed Budget selection method where the Consultant who has submitted the highest ranked technical proposal within the set pass mark and within the fixed budget stated, will be selected for award of contract. The available budget for this assignment does not exceed Forty-Two Thousand, United States Dollars (USD 42,000), over a period of 120 working days.

Any travel necessary for the successful completion of the assignment, duly authorized in advance by the Commission will be paid for at the rate of the most direct economy return flight, as well as a subsistence allowance in accordance with the AUC Rules and Regulations.

Interested candidates are requested to submit the following documents for AUC's consideration:

a) Technical Proposal not exceeding 8 pages on:

- i) Understanding and interpretation of the TOR
- ii) Methodology to be used in undertaking the assignment
- iii) Time and activity schedule

b) Personal Capacity Statement

- i) Relevant experience related to the assignment (include samples of two (2) most recent similar works and/or references for the same)
- ii) Contacts of at least three (3) organizations previously worked for
- iii) Curriculum Vitae of the Consultant