

REQUEST FOR EXPRESSIONS OF INTEREST

AFRICAN DEVELOPMENT BANK

Power, Energy, Climate and Green Growth Complex (PEVP) Renewable Energy and Energy Efficiency (PERN) Sustainable Energy Fund for Africa (SEFA)

INDIVIDUAL JUNIOR CONSULTANT

Expressions of interest are being requested for an Individual Junior Consultant Position

1. **Brief description of the Assignment:** The African Development Bank invites eligible consultants to indicate their Interest in providing Junior consulting services to the Sustainable Energy Fund for Africa (SEFA).

SEFA is a Multi-Donor Special Fund that aims to unlock private sector investments that contribute to providing universal access to affordable, reliable, sustainable, and modern energy services for all in Africa, in line with the Bank's New Deal on Energy for Africa strategy and Sustainable Development Goal 7. SEFA also aims to build capacity of local and regional actors (public and private), reducing risks and addressing commercial viability gaps to accelerate sustainable energy investments by the private sector.

SEFA will continue to contribute towards the African Development Bank's New Deal on Energy for Africa (NDEA), by providing technical assistance and concessional investments along three themes, namely Green Baseload (GBL), Green Mini-grids (GMG) and Energy Efficiency (EE).

The Junior Consultant is being recruited to provide project and programme development and implementation support to the SEFA fund, with a focus on the GMG theme. The services to be provided under the Assignment include:

- ✓ **Project, and programme support:** Supporting the GMG team leader in the identification, design and implementation of GMG projects, including development of concept notes, appraisal reports, workplans, project budgets, and procurement documents
- ✓ **Targeted research:** Conducting targeted desktop-based research to support in the design of key projects, substantive research work and analytical and statistical analysis on various energy sector issues, mapping of players in the project development space, donor activities, financing instruments and initiatives
- ✓ **Drafting of key materials:** Assist GMG team leader in the development of key internal or external facing documents to progress projects;
- ✓ **Supporting wider SEFA team:** Providing ad-hoc support to wider SEFA and PERN colleagues on as-needed basis

2. **Department issuing the request:** PERN

3. **Place of assignment:** Abidjan

4. **Duration of the assignment:** twelve (12) months

5. **Tentative Date of commencement:** Beginning of May 2024

6. **Detailed Terms of reference for the assignment:** Please see below

7. Deadline for applications: 29th March 2024

8. Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this assignment (A cover letter and CV clearly indicating reference to similar services and experience in similar assignments, etc - The Model of the CV is attached).

9. The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank's Rules and Procedure for the Use of Consultants. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.

10. Applications to be submitted to:

Mr. Benjamin Curnier,
Principal GMG Officer, PENP1/SEFA
E-mail: B.CURNIER@AFDB.ORG with copy to T.MUNGAI@AFDB.ORG and G.LIMA@AFDB.ORG

Any questions and requests for clarifications may be sent to Mr. Benjamin Curnier

E-mail: B.CURNIER@AFDB.ORG

11. A shortlist of three to six individual consultants will be established at the end of the request of expressions of interest. The consultants on the shortlist will be judged on the following criteria:

Level of education in general	20%
Educational level compared to the field of mission	20%
Years of experience in general	20%
Number of years of experience relevant to the mission	40%

For the EOI to be considered, the consultant needs to be registered in the AfDB DACON Consultant Database.

Terms of Reference for SEFA Junior Consultant

1. Background:

SEFA is a multi-donor Special Fund managed by the AfDB, with the mandate of providing catalytic finance to unlock private sector investments in renewable energy and energy efficiency. SEFA offers technical assistance and concessional finance instruments to remove market barriers, build a more robust pipeline of projects and improve the risk-return profile of individual investments. The Fund's overarching goal is to contribute to universal access to affordable, reliable, sustainable, and modern energy services for all in Africa, in line with the New Deal on Energy for Africa and Sustainable Development Goal 7. SEFA was established in 2011 in partnership with the government of Denmark and has since received contributions from the governments of the United States, United Kingdom, Italy, Norway, Spain, Sweden, Nordic Development Fund and Germany. SEFA is housed in the Renewable Energy and Energy Efficiency Department (PERN) under the Power, Energy, Climate, and Green Growth (PEVP) complex.

In 2020, SEFA was converted to a special fund, able to provide concessional investments in addition to its original technical assistance mandate. Further, SEFA's strategy focuses on Green Mini-Grids (the focus of this role description), Green Baseload and Energy Efficiency. SEFA activities are fully aligned with the AfDB's New Deal on Energy for Africa Strategy 2017-2025, the Climate Change Action Plan (CCAP), the Private Sector Development Strategy, as well as the Energy Policy, all of which underpin the Bank's pursuit of operations to promote growth which is both green and inclusive in the Regional Member Countries (RMCs).

SEFA kick-started AfDB's engagement in the GMG sector in 2015 through: (i) preparation grant support to selected projects and financing facilities; (ii) targeted country programmes to create the enabling environment for private investments; (iii) the Market Development Programme (MDP), a Pan-African technical assistance initiative to address sector-wide bottlenecks, catalyze investments and accelerate maturity of the sector. Additionally, AfDB has taken a front row in various sector dialogue platforms, such as the Mini-Grid Partnership as current Chair of the Steering Committee, and the Mini-Grid Funders Group as co-chair. AfDB is thus positioned as a credible advisor and advocate, as well as financing partner capable of mobilizing investment resources at scale for mini-grids investments.

GMG as one of the three core programmatic areas has the following operational priorities for coming years:

- **Continuing to provide technical support to bring GMG projects and programmes** to market. Technical assistance is being provided country beneficiaries to respond to country requests for policy assistance and technical support in designing GMG scale-up programmes. The objective here is to create country level conditions conducive to the development of GMG markets. This is primarily delivered through the Africa Mini-grid Acceleration Programme (AMAP).
- **Development and structuring of country-level GMG investment programmes.** SEFA continues to provide support to structure scaled country level GMG programme. This involves working with country stakeholders to identify sites, and structure large scale procurement programme and mobilize concessional finance from AfDB and other development partners and climate finance funds to mobilise private sector participation, attract strong developers, and drive cost (and tariff) reductions
- **Design and delivery of financial support packages** to meet the viability challenges of GMG projects. This involves the design of concessional finance instruments to support GMG projects. This includes grants, and concessional debt and equity instruments to support financing structures which mobilise private financing for GMGs.

Today, the SEFA Technical Unit has several GMG projects within its portfolio, and further

under development which require support to be added to the GMG team within the Technical Unit. In the portfolio, the team is implementing the Africa Mini-Grid Market Acceleration Programme (AMAP) – presently providing technical assistance support activities in several countries including, Madagascar, Mozambique, Mali, Angola and Cameroon. Likewise the team is supporting the mobilization of a recently approved grant for a large scale programme in Mauritania.

In terms of developing concessional financing projects, country programmes are under development in Guinea, and Madagascar, whilst the team is also investigating the funding of special instruments to reduce fx risk for GMGs, and also to unlock use of renewable energy certificates for these technologies. With a growing pipeline and portfolio of both technical assistance activities and investment operations in the mini-grids sector, there is a need to increase the level of staffing and expertise focused on mini-grids at the SEFA Technical Unit.

2. Objective:

The Junior Consultant will directly work with the GMG team leader in the delivery of the aforementioned work programme.

3. Scope of work:

Specifically, the Junior Consultant will provide the following services

Supporting in the identification of GMG projects: The Junior Consultant will provide support to the GMG team in the identification and development of the GMG project pipeline. Practically this will mean:

- Developing and maintaining a strong market awareness of the GMG market in Africa through continued self-learning, reading, and attendance to relevant market events
- Recommending projects and initiatives to GMG team members
- At the request of the Team Leader, conducting targeted market research on specific projects and initiatives, compiling detail project briefs and using research-based tools to answer key questions
- Conducting targeted engagement with key GMG market stakeholders, including other donors and DFIs, trade associations, and private sector implementers.
- Providing drafting support on internal memos and briefs as part of the investment decision making process

Supporting in the implementation of GMG projects: The Junior Consultant will provide support to the GMG team in the implementation of key GMG projects and programmes. Practically this will mean:

- Assisting in the design and development of key GMG projects and programmes, providing support in the drafting of concept notes, and developing accurate project budgets
- Assisting in the implementation of projects by providing support in the drafting of expressions of interest, terms of reference, and supporting in the evaluation of consultant offers
- Supporting in the engagement of key project stakeholders, both internally within SEFA and the Bank, but also externally with project proponents, country governments, other donors etc.

Providing wider support to SEFA: The Junior Consultant will also be called upon to support the wider SEFA team to provide similar support to the other thematic areas of Green Baseload and Energy Efficiency. Further, the consultant may be called upon to support in administrative tasks for the effective running of the SEFA fund, meaning providing support in the development and monitoring of the SEFA programme and budget, and supporting in key reporting

requirements.

4. Qualifications and Experience

The qualifications required for this assignment are the following:

- Master's degree level or its equivalent from a recognized higher education institution in Economics, International Development, Business Administration, Finance, Engineering or any discipline of relevance.
- At least 1-2 years of work experience as junior analyst,
- Minimum 2 years and maximum 4 years experience processing and analyzing datasets, preparing research briefs, synthesizing sector documents, presenting complex information in intuitive slide decks for a broad audience;
- Previous working experience within similar international organizations, government or non-governmental organizations within the international development sector would be an asset
- Good knowledge of global development trends demonstrated passion for development issues and a commitment to Africa's development.
- Good understanding of the energy sector issues in Africa, in particular with regard to enabling environment, business development and private sector finance;
- Strong analytical skills, with the ability to critically examine technical documents, including sector strategies, financing programmes and instruments, and project business plans.
- Prior experience in drafting technical background briefs, power points, summaries and analytical notes is an asset.
- Ability to work independently, take initiative, ask for advice when needed, and report back.
- Proven ability to collaborate within teams and across departments, applying a practical approach to problem solving and delivering high quality results.
- Less than 32 years age at the time of application.
- National of a Bank Member Country.
- Excellent written and verbal communication skills in English and/or French with a good working knowledge of the other language.
- Working knowledge of Microsoft operating systems (PowerPoint, Excel, etc).

5. Duration of Assignment

The assignment will commence at completion of the selection process and upon contract signing. The contract with the selected Consultant will last for a period of up to twelve (12) months, with the possibility of extension, based on satisfactory performance and relevant rules. The duty station will be the AfDB Headquarters in Abidjan, Cote d'Ivoire. A precise work program will be agreed upon on commencement of the assignment.

6. Timeline

The consultancy is expected to start at the beginning of May, 2024 and will cover a period of up to twelve (12) months with the possibility of extension.

7. Confidentiality

Any information provided by AfDB (including this concept note), other lenders, project sponsors, or by any other source concerning any AfDB project or activity or the bidding and appointment of the Consultant will be considered confidential and proprietary in nature and should not (except as required by law) be disclosed by the Consultant to any third party.

APPENDIX : MODEL CURRICULUM VITAE (CV)

Title of the Assignment:

Department:

Surname:

Birth Date:

Address:

Telephone:

First Name:

Nationality:

Country:

E-mail:

Are any of your family members (spouse/partner, father/mother, Brother/sister, Son/daughter, etc.) employed in the African Development Bank?			Yes <input type="checkbox"/> No <input type="checkbox"/> If « Yes », the following data must be provided
Name	Relationship	Organisation Unit	Place of Assignment

Language Level	Read	Written	Spoken
English	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
French	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
Other (specify)	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent

Key Qualifications:

Please provide (i) a summary of your experience and training highlighting the most relevant for the proposed assignment, and (ii) the responsibilities which you exercised. Utilise one half-page maximum.

Education (University Level and above only):

Name of University - City - Country	Period		Diploma Obtained	Main Topic / Major
	From	To		

Professional Training:

Name of Training Institution- City - Country	Type of Training	Period	Certificates or Diploma Obtained

		From	From	

Employment Record:

Begin with your most recent employment. For each job since your Master Degree achievement, please indicate:

- Period
- Name of the Employer
- Type of Activity/Business of the Employer
- Title / Function
- Place of Employment
- Brief Description (three lines maximum) of main accomplishments and responsibilities

Reference:

Please indicate the name and address of three persons with no family relationship with yourself, familiar with your character and titles.

I hereby certify that the responses which I provided above are all, to the best of my knowledge, true, complete and accurate. I acknowledge that an inaccurate statement or essential omission in a personal declaration or another document required by the African Development Bank might result in the rejection of my application, termination of my Contract or any other administrative sanction by the Bank. The African Development Bank may verify any statements which I made in this application.

Date: _____

Signature: