

## Terms of reference (ToRs)

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<b>Development of Electrification Strategy in the refugee and host community settings across Ethiopia</b>	<b>Project number/ cost centre: 18.4965.2-012.00</b>
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## **0. List of abbreviations**

BMZ	German Ministry for Economic Cooperation and Development
CRRF	Comprehensive Refugee Response frame work
EEWG	Energy and Environment working Group
ESDS	Energy Solutions in Displacement Settings
GCR	Global Compact for Refugees
GIZ	Deutsche Gesellschaft für internationale Zusammenarbeit
HDP	Humanitarian Development Peace Nexus
MoWE	Ministry of Water and Energy
RRS	Refugee and Returnees services
SUN	Support to UNHCR in the implementation of the GCR (Global Compact in Refugees) in the Human-Development-Peace (HDP) Nexus
UNHCR	United Nations High Commissioner for Refugees
ToR	Terms of reference

## 1. Context

### 1.1. Introduction

Ethiopia is the third-largest refugee-hosting country in Africa, sheltering **870,507** registered refugees and asylum-seekers as of 30 June 2022. The overwhelming majority originate from South Sudan, Somalia, and Eritrea. Their distribution by their citizenship shows that South Sudanese account for the largest share at 46.4%, followed by Somalis 28.1%, Eritreans 18.8%, and Sudanese 5.6%. Yemenis and other nationalities represent merely 0.3% and 0.8% of the total.

A total of refugees and asylum seekers live in Ethiopia in the regions of Gambela (371,462), Somali(248,450),BenishangulGumuz(74,469),AddisAbaba(71,604),Afar(57,447),Amhara(21,338),Tigray(16,662),SNNPR(4,938),and Oromia(4,037) .<sup>1</sup>

Long-term displacement coupled with insufficient and inappropriate energy access impact the ability of the refugee population to lead their lives in dignity and free from hardship, vulnerability, and exposure to hazards.

Ethiopia continues to demonstrate a firm commitment to the GCR and was an early leader in pursuing the Comprehensive Refugee Response Framework (CRRF) which includes provide market-based sustainable, reliable, affordable, culturally acceptable, environmentally friendly clean/renewable energy solutions for 3 million people

Energy plays a driving role in socio-economic development arena; poverty reduction and improvement of the quality of life. Energy links to all sectors of the economy as well as forming a sector itself. Most of the refugees in Ethiopia do not have access to lighting energy. A few use candles, kerosene with low quality wick lamps, dry cell-powered hand torches that provide fewer units of luminescence (lm). A simple, small kerosene wick bottle lamp or a candle provides just 11 lm compared with 1,300 lm from a 100 W incandescent light bulb.

According to UNHCR , the minimum threshold for lighting and connectivity is 200Wh/hh/day. In addition, GIZ recommends 300 lm as a minimum 'entry level' of illumination required per household. This can be achieved neither by candles nor kerosene wick lamps, suggesting they are not adequate sources of household lighting. Pollutants from the kerosene wick lamps are dangerous since they are taken more deeply into the lungs. Candles and wick lamps are unsafe and lead to injury and deaths, particularly among women and children.

The Government of the Federal Democratic Republic of Ethiopia has therefore underscored the importance of efficient and coordinated action in the areas of energy and environment as part of its pledges under the Comprehensive Refugee Response Framework (CRRF).

The Humanitarian Environment and Energy working group (EEWG) has been making efforts to develop and validate viable strategies and so far, achieved the development and validation

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<sup>1</sup> UNHCR Fact sheet report June 2022

of national level multi-actor cooking fuel energy strategy by government implementing partners.

As a follow up of the development strategic plan for cooking fuel component, the working group is aimed to support the preparation of a strategy concerning electrification component in a bid to address comprehensive safe access to energy in all refugee and host community setting in Ethiopia.

The strategy shall consider the diverse contexts of the individual hosting regions and inform implementing partners as well as policy makers on a federal and regional level alike. Together with the Refugee and returnees' services (RRS) and UNHCR, the working group encompasses national and international implementing partners working on related issues. Working in the context of Ethiopia, the group engages in a joint effort of achieving the vision of the Global Compact for Refugees (GCR).

The upcoming process of implementation will continue to be supported by the project "Energy Solutions for Displacement Settings (ESDS)." Commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ) and implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), the project aims to improve access to renewable energy for refugees and host communities through working on three intervention levels: I) a strengthened policy framework, II) access to sustainable energy for humanitarian infrastructure, and III) access to sustainable energy and basic cooking fuel for households and social institutions.

The strategy plan development is based on the SAFE strategy plan study commissioned by the UNCHR in 2015 aimed at determining feasible cooking fuel supply options to meet the cooking energy requirements of over 600,000 refugees across Ethiopia. It will also get updated from relevant government national and regional level policies and strategies on development, access and distribution of electrification and lighting.

Accordingly, this term of reference is developed to hire a contractor to facilitate and develop the strategy that can support SUN ESDS Ethiopia in reaching this goal.

The site of the work to be performed is mainly in Addis Ababa with travel to selected displacement settings and refugee camps in Gambela and Assosa as indicated in cost estimation section .

## **2. Objective**

The objectives of the consultancy services are:

- Developing electrification strategy document for ensuring sustainable energy access within refugee host community settings across Ethiopia which requires a thorough collection / assessment, analysis, write up and propose long term strategic objectives and implementation plan.
- Enabling the Energy and Environment Working Group to have linkages with the strategy plan so as to ensure reliable energy solution at ground level.
- Support relevant Policy and decision makers in integrating electrification strategy with appropriate strategies and policies in federal and regional policies.

### **3. Tasks to be performed by the contractor**

The contractor is responsible for providing the following services and results:

#### **A. Analyze the Context**

The contractor is expected to collect and analyze information and data from current and ongoing global, national and subnational level energy policies, strategies, research studies regarding infrastructure, baseline targets, goals and directions in and around the refugee camps in all regions. In addition, sufficient analysis needs to be shown in reflecting the strengths, weakness, opportunities and limitations of the context and landscape.

#### **B. Data collection and analysis**

The secondary/primary data to be collected and analyzed in the areas of data and information on demographic access, utilization, demand and supply the distribution on electrification across the regions in humanitarian and displacement settings.

Based on the findings of the studies the contractor should analyze the baseline and target data in each region (per camps). Additional data needs to be collected by key informant interview from relevant stakeholders.

The consultant will present the inception report and the workplan to the ESDS project, UNHCR, RRS. The presentations will also be shared with the Steering Committee of EEWG and relevant Government partners (E.g., Ministry of Water and Energy).

#### **C. Stakeholders' analysis and mapping**

Undertaking a detailed identification and mapping and analysis of stakeholder exercise to consider the mandates, concerns, and potential contribution areas of different actor groups at national, regional, and local level, and identify mechanisms and approaches to enable them to contribute into the process.

#### **D. Compilation of the strategy development**

In consultation with the ESDS project and EEWG Steering Committee, the consultant expected to identify data needs and gaps and thematic areas requiring further elaboration, including the development of respective regional lighting and electrification profiles and tracking and mechanisms of ensuring funding mechanisms.

#### **E. Technical review and planning workshop**

In close consultation with the ESDS project and EEWG Steering Committee the consultant will be preparing and facilitating of a technical review and planning workshop; convening all involved stakeholders and evaluating the findings and data interpretations; identifying long terms actions towards meeting electrification goals in refugee and host community settings.

#### **F. Overall strategy formulation and validation workshop**

The consultant will consolidate and validate a final strategy document providing the overarching national framework on improving access to electrification for sustainable use options based on the study and outlining next steps towards national and Regional Action Plans.

Based on the above the strategy document needs to address detail analysis of trends for longer period of time; clear strategic directions and integration, priorities, approaches and tools, institutional arrangements, develop innovative modalities in resource management and mobilization, as well as sustainability. The strategy document should also address cross cutting issues related to environmental gender, protection etc.

## Deliverables

The following are the key deliverables of the consultancy work:

- 1) Inception report showing the approach and methodology that the contractor will follow in preparing the analyses, including the outline of the final document and annexes (to be presented at the kick-off meeting, not more than one week after signing the contract); presentation of adequate methods, understanding of the assignment's objective, deliverables, timeframe, and work plan
- 2) Brief progress report, max. 5 pages (*deadline to be set during the kick-off meeting*);
- 3) Analysis and report of the context and stakeholder mapping document, max. 15 pages;
- 4) Comprehensive electrification strategy implementation plan document until 2030 in refugee and host community settings in all camps, max. 25 pages (excluding annexes);
- 5) Final report including the above deliverables as annexes and key recommendations for future electrification interventions in humanitarian settings, to be validated during workshop presenting key findings and deliverables to relevant stakeholders

Certain milestones, as laid out in the table below, are to be achieved by certain dates during the contract term, and at locations:

<b>Milestone</b>	<b>Deadline/place/person responsible</b>
Kick-off presentation & Inception report	1 week after signing the contract /Virtual / project team and contractor
Stakeholder analysis and mapping report	3 weeks after signing the contract/Virtual / Contractor
Work plan including definition of work packages; Interim report, incl. compilation of additional data	8 weeks after signing contract / Contractor
Submit final strategy document; Validation workshop and report; Final assignment report	14 weeks after signing contract /in person & Virtual /

Period of assignment: From March 01 until 31 May 2023. (TBC)

## 4. Concept

In the bid, the bidder is required to show how the objectives defined in Chapter 3 are to be achieved, if applicable under consideration of further specific method-related requirements (technical-methodological concept).

## Technical-methodological concept

The overall assignment shall be conducted through data collection from stakeholders, undertaking analysis and compilation of information from current and previous studies, policies, strategies. The findings of all tasks shall be compiled in a well-structured and concise report in well-written English, making use of visual depiction of data (graphs, charts and tables) as much as possible.

The writing style should be fulfilling standard strategic contents and formats and appropriate for standardizes for both technical and non-technical audience and should be able to convince project implementers, with short and concise sentences.

**Strategy:** The bidder is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 0). Following this, the bidder presents and justifies the strategy with which it intends to provide the services for which it is responsible (see Chapter 3).

The bidder is required to present the actors relevant for the services for which it is responsible and describe the **cooperation** with them.

The bidder is required to present and explain its approach to **steering** the measures with the project partners and its contribution to the results-based monitoring system.

The bidder is required to describe the key **processes** for the services for which it is responsible and create a schedule that describes how the services according to Chapter 3 are to be provided. In particular, the bidder is required to describe the necessary work steps and, if applicable, take account of the milestones and contributions of other actors in accordance with Chapter 3.

The bidder is required to describe its contribution to knowledge management for the partner and GIZ and promote scaling-up effects (**learning and innovation**).

## Other specific requirements

The bidder should have references of at least four experiences related to the assignment in this ToR.

## 5. Personnel concept

The bidder is required to provide documentations (see Chapter 8), the range of tasks involved and the required qualifications.

The below specified qualifications represent the requirements to reach the maximum number of points.

### The responsibility of the contractor

- Overall responsibility in coordinating and facilitating the development of the strategy document with standardised strategic document contents (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project
- Regular reporting in accordance with deadlines

### Qualifications of the contractor

- Education/training (2.1.1): University qualification in Electrical Engineering, Environmental management and Energy policy
- Language (2.1.2): Good business language skills in Amharic and English
- General professional experience (2.1.3): 10 years of professional experience in the consultancy in developing policies and strategies in energy and Environment sector
- Specific professional experience (2.1.4): 5 years in electrification and lighting in displacement settings
- Leadership/management experience (2.1.5): 5 years of management/leadership experience as lead consultant

## **6. Costing requirements**

### **Assignment of personnel**

Contractor: On-site assignment for 60 expert days

### **Travel**

The bidder is required to calculate the travel by the proposed based on the places of performance stipulated in Chapter 3 and list the expenses separately by daily allowance, accommodation expenses, flight costs and other travel expenses.

### **Workshops, training**

The contractor implements the following workshops/study trips/training courses:

- Kick-off Workshop
- Validation Workshop
- Regular meetings with the project team
- Ad-hoc briefings to relevant stakeholders
- Final presentation of findings to selected stakeholders

### **Other costs**

- Not applicable

## **7. Inputs of GIZ or other actors**

GIZ and/or other actors are expected to make the following available:

- Workshops logistics and facilities

## **8. Requirements on the format of the bid**

The structure of the bid must correspond to the structure of the ToRs. In particular, the detailed structure of the concept (Chapter 3) is to be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). It must be legible (font size 11 or larger) and clearly formulated. The bid is drawn up in English.



The complete bid shall not exceed 10 pages (excluding CVs).

The CVs of the personnel proposed in accordance with Chapter 5 of the ToRs must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed 4 pages. The CVs must clearly show the position and job the proposed person held in the reference project and for how long. The CVs can also be submitted in English.

If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment.

Please calculate your price bid based exactly on the aforementioned costing requirements. In the contract the contractor has no claim to fully exhaust the days/travel/workshops/ budgets. The number of days/travel/workshops and the budget amount shall be agreed in the contract as 'up to' amounts. The specifications for pricing are defined in the price schedule.

As the contract to be concluded is a contract for works, please offer a fixed lump sum price that covers all applicable costs (fees, travel expenses etc.). The price bid will be evaluated based on the specified lump sum price. For our internal costing and any further commissions, please also provide the daily rate which the prices are based on. A breakdown of days is not required.