

TERMS OF REFERENCE AND TECHNICAL SPECIFICATIONS

I. General information

Project Reference	“ECREEE”
Assignment name	Technical support to the preparation and definition of the project support to ECREEE (ECOWAS Centre for Renewable Energy and Energy Efficiency)
Beneficiary	Expertise France
Country	ECOWAS countries (ECREEE is based in Praia, Cabo Verde)
Total estimated number of days	20 days

II. Context

1) Introduction

The ECOWAS region continues to face significant energy challenges, with over 180 million people lacking reliable access to electricity and persistent dependence on imported fossil fuels and traditional biomass, exacerbating energy poverty and environmental degradation. Although the region possesses abundant solar, wind, and hydropower potential, progress in deploying utility-scale infrastructure has been slow, with projects often taking decades to commission and deployed.

The region faces a lack of investment projects in electricity generation, which can be explained in particular by the difficulty in financing studies and insufficient use of renewable energies; inadequacies in the transmission and interconnection network, whose capacities are often saturated; and organizational and institutional gaps that limit regional exchanges.

The ECOWAS Center for Renewable Energy and Energy Efficiency (ECREEE) is responsible for promoting and regulating renewable energy. The Center developed the ECOWAS renewable energy policy in 2013, with the objectives of increasing the share of renewable energy (RE) in the region's overall electricity mix to 35% by 2020 and 48% by 2030 (including large hydroelectric power plants). ECREEE is expected to play an important role regarding the implementation of regional strategies for various renewable energy sources, including the establishment of clean corridors for hydroelectric, solar, and wind energy.

ECREEE faces functioning challenges, with insufficient resources to fulfill its assigned tasks and several projects having operational difficulties in the last years. However, ECREEE gained political weight and has respected expertise in the region. It will be able to play a key role in updating and implementing the regional renewable energy strategy and national renewable energy action plans,

supporting Member States in developing preparatory studies for the financing of renewable energy generation projects in line with clean energy corridors, as well as storage projects.

2) Background of the assignment

In 2022 the European Commission adopted the “support program for specialized ECOWAS organizations active in the sector of energy to develop the regional electricity market and make its interconnected network operational, increasing the part of renewable energy in the energy mix”. The program’s general objective is to reduce Greenhouse gases emissions in West Africa. The specific objectives are:

1. Operationalization of the ECOWAS regional electricity market, for affordable and accessible energy for women and men in all their diversity;
2. Increasing the share of renewable energy in the energy mix.

Contributing to the specific objective 2, the component D (corresponding to the present call for consultancy) is dedicated to support the ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE) in charge of promoting and regulating renewable energy. The intervention aims to increase technical capacities of the public and private actors in the beneficiary countries to develop a strategic reference framework and bankable projects for renewable energy, in particular through development of studies in order to deliver more renewable resources in the West African Power Pool (WAPP) grid.

The expected outcomes are (1) the support for the preparation and presentation for financing of renewable energy investment projects for the implementation of clean corridors, including pumped-storage and possibly green hydrogen and (2) the support for the preparation and adoption of the ECOWAS green hydrogen strategy.

Expertise France has been identified by the EU Delegation in Cabo Verde to submit a draft Description of the Action and a budget proposal. The signing of the related Contribution agreement is expected for July 2026.

III. Description of the assignment

In light of the above, Expertise France is recruiting an individual consultant to support the project preparation, including the conduction of an exploratory mission in Cabo Verde. The objective of the assignment is to provide technical support to Expertise France to construct the logic of intervention, propose tailored activities and budget adapted to the stakes and local context.

The assignment is composed of 1/ a preparatory phase, 2/ the conduction of an exploratory mission in Cabo Verde and 3/ the drafting of the Description of Action.

1) Preparatory phase: Desk review and preliminary work

Prior to the exploratory mission, the consultant will provide a home-based analysis of existing documentation. It will include the following tasks:

- Desk review of ECREEE, relevant specialized ECOWAS organizations in the energy sector and other key stakeholders,

- Preliminary analysis of ECREEE's technical capacities based on the existing documentation,
- Critical assessment of ECREEE's Master Plan for Renewable Energy and Energy Efficiency and National renewable energy action plans,
- Identification and preliminary analysis of field-related programs and initiatives financed by international funders to ensure coherence and identify potential synergies (e.g. AGoSE-AO, WACEC Program)

The consultant will also propose key questions and methodology and prepare interview materials for the exploratory mission. He/she will plan the meetings with the relevant stakeholders to be held during the mission, with Expertise France's support.

2) Exploratory mission

With a representative from EF HQ, the expert will undertake a 5-day mission in Cabo Verde (the exact number of days can be subject to modification), with specific logistical details to be determined when the time arises (taking into account that Expertise France will cover: flight tickets, accommodation and will deliver per diems). The purpose of the mission will be to consult ECREEE and other key stakeholders in order to collect the data and information relevant to elaborate the project proposal. The consultations will serve to deepen the preliminary analysis, assess ECREEE's needs and positioning, catch the needs and expectations of key organizations involved in the project (EU Delegation and others) and co-construct the intervention logic.

The exploratory mission will include but not limited to the following tasks:

- Consult with ECREEE, EUD and other key stakeholders,
- Assess ECREEE's capacities to lead and follow the preparation of RE investment projects,
- Collect data or documentation on the RE project pipeline that can potentially be further prepared in the frame of the program, including from AFD's pipeline.

The expert will be proactive during meetings, bringing his expertise and his critical analysis in order to identify potential risks and issues related to the future project implementation. The mission will allow Expertise France to encounter partners who will potentially be part of the project. The mission will also be a way to catch the different needs and expectations of the main organizations involved in the project.

Besides, the EF team implementing the WASOP program (based in Cabo Verde) will also be consulted to gain from the partnerships it has already made with ECOWAS related organizations and to assess the opportunities to share support functions. If relevant, the consultant will meet teams from European implementing agencies (Luxdev, GIZ) or other relevant organizations operating in the renewable energy sector to ensure coherence and potential synergies with other programs.

To complete the in-presence meetings during the mission and nurture the analysis, online meetings can be organized with specialized ECOWAS organizations active in the energy sector and not based in Cabo Verde (e.g. WAPP) or with AFD West African local offices or PROPARCO. Expertise France will facilitate the organization of these meetings.

After the mission, the consultant will produce a report presenting the key findings and detailing his/her post-mission's analysis to better tailor EF intervention to respond to the project's objectives.

3) Drafting of DoA

This task will consist of the preparation of a Description of Action document (DoA) detailing the interventions, in close coordination with Expertise France project manager.

Draft the DoA to include activities for technical assistance to support the preparation of investment energy projects and the adoption of the ECOWAS green hydrogen strategy, including but not limited to:

- Context and justification of the action, sector analysis and project rationale;
- An indicative theory of change and logical framework describing the objectives and results to be achieved;
- The strategic approach to the project implementation;
- The activities to be led, with detailed justification for each proposed activity;
- The different expertise required during the implementation period of the project;
- This will also include a description of the following:
 - o Description of operational risks and possible solutions to solve them
 - o Technical and logistical resources to be mobilized
 - o Advice on budget
 - o Institutional and contractual set-up
 - o Sizing of the teams

The expert will also ensure cross-cutting attention to the integration and risks related to the institutional context (current political, economic and social situation) in the development of the technical proposal.

Throughout the program development, he/she ensure its integration into the European Global Gateway Investment Agenda.

IV. Mission calendar and associated working days

The exploratory mission, alongside the mission report and DoA will be implemented by one expert and supported by Expertise France. The mission will follow this indicative calendar, with dates subject to modification based on the specific requirements and preferences of the project team:

Phases	Deliverables	Indicative Timeline	Number of working days
1) Preparatory phase	<ul style="list-style-type: none"> • Concept note incl. results from the preliminary analyses • Draft agenda for the mission 	April 2026	4 days
2) Exploratory mission	<ul style="list-style-type: none"> • Mission in Cabo Verde (5 days) • Mission's report including complementary analysis and key findings (2 days) 	April or May 2026	7 days
3) Drafting of DoA	Drafting of the Description of Action (DoA)	May / June 2026	9 days

Total	20 expert/days
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V. Expert profile

The expert is expected to combine high-level technical expertise in the renewable energy sector, while also possessing the ability to navigate within a complex institutional framework.

Expertise France will evaluate candidates according to the following criteria:

Education / qualification:

- University degree (MA or equivalent) in energy/electricity or related fields
- Strong organizational, leadership, and communication skills
- Synthesis and writing skills
- Proficiency in English and French. Portuguese is an asset

Professional experience:

- Minimum of 10 years of working experience in the energy field, especially on RE projects
- Experience in EU financed projects
- Experience of international cooperation and regional / international technical assistance projects
- Knowledge of the ECOWAS or West African context
- Knowledge of ECREEE will be an asset

Additional specific requirements:

- Experience in regional RE projects (electricity generation and grid transmission, international energy transport or interconnections) is an asset
- Experience in preparing RE investment projects (including feasibility stage and bankability analysis) is an asset
- Strong capacities in devising effective implementation modalities and impactful activities
- Ability to adjust attention and level of technicality to different types of audience

VI. Additional information

Applications (technical and financial offers) should include the following documents and information:

- CV with references;
- Cover letter;
- 2 or 3 examples of deliverables and achievements produced on a similar area of intervention;
- Daily rate.