

Terms of reference (ToR) for the procurement of services below the EU threshold

CONFIDENTIAL

Expert Pool: Demand-driven Identification, Analysis and Uptake of Good Practices for Accelerating the Energy Transition in Africa	Project number/ cost centre: G-012590-001
	Tender number 10038801X

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0. List of abbreviations

AG	Commissioning party
AN	Contractor
AVB	General Terms and Conditions of Contract for supplying services and work
FK	Expert
FKT	Expert days
KZFK	Short-term expert
ToRs	Terms of reference

1. Context

Africa's energy transition is guided by Agenda 2063 and the African Common Position on Energy Access and Just Energy Transition. This assignment contributes to the implementation of these continental priorities.

Access to sustainable, reliable and affordable energy remains a key prerequisite for economic and social development in Africa. Despite significant renewable energy potential, the continent continues to face substantial challenges in expanding electricity access, modernising power systems and attracting investment into renewable energy infrastructure. In 2023, Africa's installed power capacity amounted to approximately 256 GW, with renewable energy accounting for around 24%. While electricity access rates in North Africa are close to universal, energy systems remain largely dependent on fossil fuels. In Sub-Saharan Africa, almost 600 million people still lack access to electricity, and more than one billion people lack access to clean cooking solutions.

At the same time, rapidly declining costs for solar photovoltaics, wind energy, battery storage and electrification technologies are fundamentally changing the economics of power system development. These technological developments create new opportunities for African countries to accelerate the deployment of renewable energy and build more flexible and resilient electricity systems.

For Africa, the energy transition is a driver of sustainable development and economic transformation. Beyond decarbonization, it aims to expand universal energy access, support industrialization and productive uses of energy, strengthen regional energy integration, enhance energy security and resilience, and create jobs. Accordingly, this assignment aligns with African Union priorities, including Agenda 2063, the African Single Electricity Market (AfSEM) while promoting good practices that are relevant and adaptable to African contexts.

In this context, the regional technical cooperation (TC) project "Accelerating the Energy Transition in Africa (ENGAGE)" aims to **improve political and institutional framework conditions for renewable energy investments and expand variable renewable energies, notably solar and wind, at continental and regional levels**. It is commissioned and funded by the German Federal Ministry for Economic Cooperation and Development (BMZ) and implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ). The project is implemented in close partnership with the African Union Commission (AUC) – Department of Infrastructure and Energy, and the African Union Development Agency (AUDA-NEPAD).

Project Title	Accelerating the Energy Transition in Africa (ENGAGE)
Commissioned by	BMZ (Germany)
Lead Agency	African Union Commission (AUC–DIE)
Implementation Partner	AUC, AUDA-NEPAD
Region	North and Sub-Saharan Africa
Duration	Jan 2025 – Nov 2027
Budget	€ 32 million

ENGAGE brings together African institutions, regional power pools, and international partners to strengthen collaboration and drive implementation of Africa's clean energy agenda. The project supports two flagship AU energy initiatives:

- The African Single Electricity Market (AfSEM) – harmonising electricity regulation across borders.
- The Continental Power System Masterplan (CMP) – developing a pipeline of bankable regional infrastructure projects.

Beyond regulatory harmonisation, the African Single Electricity Market (AfSEM) serves as the African Union's flagship initiative for creating a competitive, integrated continental electricity market that strengthens regional energy security, improves electricity affordability, enables large-scale renewable energy integration, facilitates cross-border electricity trade, attracts private investment, enhances system resilience, supports industrialisation, and contributes to achieving Agenda 2063, the African Continental Free Trade Area (AfCFTA), and the Sustainable Development Goals (SDGs). The CMP aim at fostering the long-term development of Africa's energy infrastructure.

ENGAGE Focus Areas of Activities (Outputs)

- Strengthening continental leadership: Supporting AUC and AUDA-NEPAD to steer Africa's energy transition through AfSEM and CMP, harmonising regulations, and fostering AU-EU dialogue.
- Advancing regional power markets: Promoting harmonised frameworks, renewable energy masterplans, and investment pipelines for solar and wind energy.
- Facilitating strategic cooperation: Reappraisal and dissemination of best practices and promoting African European collaboration through the Africa-EU Green Energy Initiative (AEGEI) and the Africa-EU Energy Partnership (AEEP).
- Strengthening the capacities of the private sector in selected AU Member States for the provision of modern energy services.

ENGAGE Key Targets by 2027 (Envisaged Outcomes)

- Successfully integrate solar and wind into AfSEM's five-year business plan.
- Increase installed solar and wind capacity in SAPP and EAPP countries from 11.2 GW (2023) to 20 GW (2027).
- Support at least five new reforms improving renewable grid integration.
- Mobilise € 500 million+ in renewable energy investments.
- Increase the number of people in private households, social institutions and micro, small and medium-sized enterprises (MSMEs), who have gained access to modern energy services.

The project operates in close coordination with GIZ's Global Energy Transition Programme (GET.pro) and Integrated Corridors for Economic Growth (In-Core) to ensure coherence and leverage synergies. From 2026, ENGAGE expands its scope and integrates activities of the multi-donor partnership Energizing Development (EnDev), promoting climate-friendly energy access solutions in selected African countries, thereby complementing its continental and regional focus.

Rationale and Objectives of the assignment

African power systems are currently undergoing a period of rapid transformation. Growing electricity demand, increasing electrification of end-use sectors and the expansion of renewable energy technologies require new approaches to power system planning, regulation, market design and investment frameworks. Across Africa, numerous initiatives have been implemented to support the integration of renewable energy, improve electricity market regulation, strengthen grid planning or introduce new financing and procurement models.

However, knowledge about which approaches work well in practice, under which conditions and how they can be replicated in other contexts remains fragmented. Many existing studies often focus on high-level scenarios or isolated country cases and do not sufficiently capture recent market developments, implementation experience, or the institutional realities relevant to AfSEM and related continental initiatives.

While numerous renewable energy initiatives have been implemented globally, there remains limited systematic analysis of practical experiences relevant to continental electricity market integration, regional power trading, investment facilitation, energy security enhancement, electricity affordability, and social impacts. Capturing these experiences is essential for supporting AfSEM implementation and informing evidence-based policy decisions across AU Member States.

As a result, decision-makers at continental, regional, and national levels increasingly require practical, demand-driven knowledge products that go beyond conceptual analysis. In particular, there is a need for concise and evidence-based documentation of implemented solutions that highlights how specific challenges have been addressed in practice, under which conditions reforms or initiatives have succeeded, and how similar approaches could be adapted or replicated in other African contexts.

To address this need, the ENGAGE project intends to contract an Expert Pool for the demand-driven identification, analysis and documentation of transferable Good Practices contributing to Africa's energy transition and increased vRE deployment. The Expert Pool will function as a flexible analytical support mechanism. Rather than commissioning stand-alone studies, ENGAGE will mobilise short-term expertise to analyse selected good practices in a structured and standardised format.

The assignment shall prioritize African experiences and knowledge while drawing on international good practices where these demonstrate proven applicability to African contexts.

The good practice products resulting from this Output are therefore expected to:

- Showcase successfully implemented activities, reforms, and technical approaches (not conceptual proposals);
- Highlight enabling conditions, governance mechanisms, and stakeholder roles that made implementation possible;
- Assess transferability and scalability across diverse African contexts;
- Provide practical, actionable guidance for decision-makers and practitioners at continental, regional, and national levels in Africa;
- Inform and strengthen the implementation of AfSEM and CMP processes;

- Assess implications for regional electricity market integration.
- Identify investment de-risking approaches and financing innovations.
- Demonstrate socioeconomic and developmental impacts
- Support alignment, peer learning, and structured dialogue among member countries of the Africa-EU Green Energy Initiative (AEGEI), thereby enhancing African European cooperation on renewable energy transition.

For the purpose of this assignment, a good practice refers to a policy reform, institutional arrangement, regulatory mechanism, market instrument, or technical implementation approach that:

- has been implemented in practice (not only proposed)
- demonstrates evidence of positive results
- addresses a relevant challenge for the energy transition in Africa
- shows potential for transferability or adaptation in other African contexts

The good practice products should address articulated demand along pre-defined thematic clusters (preliminary, subject to change):

1. Power system planning, operation and flexibility for high shares of vRE and BESS
2. Pricing, Incentives, and Market Mechanisms
3. Investment / financing and tendering models
4. Policy, regulation and governance
5. Social Inclusion, Capacity & Just Transition

The objective of this assignment is to operationalise a structured process for the demand-driven identification, analysis, validation, and documentation of transferable good practices that can support policy reform, institutional strengthening, and market development for renewable energy in Africa.

The assignment shall generate practical knowledge products that support AfSEM implementation by strengthening renewable energy deployment, regional electricity market integration, energy security, affordability, investment mobilisation, transmission infrastructure development, and socioeconomic development across Africa.

The assignment forms part of the ENGAGE workflow for implementing Output 3 of the project. While the ENGAGE team will lead demand articulation, overall stakeholder coordination, and dissemination of results, the contractor will provide targeted analytical and facilitation support during the core phases of the process.

In particular, the contractor will support the identification of relevant good practices, conduct structured analytical assessments, facilitate consultations and validation with relevant stakeholders, and prepare concise and policy-oriented knowledge products. The contractor

will work in close coordination with the ENGAGE team and relevant partners to ensure the technical robustness, policy relevance, and practical usability of the outputs.

The contractor will provide a core team consisting of a Team Leader, a Communication and Policy Expert and a pool of short-term thematic experts covering the main thematic clusters of the assignment (see above). The ENGAGE project team will lead the overall coordination of stakeholder engagement and define priority topics for analysis. The contractor will provide analytical and facilitation support throughout the identification, analysis, validation and documentation process.

The ENGAGE project places particular emphasis on the analytical rigour and quality, policy relevance and practical usability of the good practice products. The contractor is therefore expected to bring strong expertise in the African energy transition, power sector reforms and policy advisory processes. In addition to technical analysis, the assignment requires the ability to translate implementation experience into clear, concise and actionable knowledge products that can inform policy dialogue at continental and regional levels. Therefore, the assignment requires experts who combine strong analytical capabilities with practical experience in the design or implementation of energy sector reforms, electricity market regulation or renewable energy integration strategies and policies.

2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

- **Work Package 1: Identification and Prioritisation of Good Practices and development of structured template for Good Practice products**

The contractor shall support the identification and prioritisation of relevant good practices based on demand articulated by the ENGAGE project and its partners.

- Identify candidate good practices based on African stakeholder demand and ENGAGE priorities.
- Apply agreed screening criteria (assessment framework), including implementation status, relevance, and transferability.
- Propose a prioritised shortlist of five good practices for discussion with the contracting authority.
- Propose a template for the good practice products (based on a predefined structure)
- Identify and document good practices on integrating renewable energy into regional power pools (e.g., EAPP, SAPP), focusing on cross-border transmission planning, grid balancing mechanisms, and regulatory coordination.
- Capture good practices on off-grid and mini-grid renewable energy solutions (solar home systems, hybrid mini-grids), with a focus on regulatory frameworks, business models, and financing mechanisms that enable scale.
- Identify good practices on investment de-risking, competitive procurement, transmission PPPs, electricity affordability reforms

Focus shall be given to identifying successful African experiences.

Output: Approved shortlisted good practices with brief justification and approved template for products.

The identification and prioritisation of good practices shall be carried out in close coordination with GIZ, AUC and AUDA-NEPAD. The final selection of good practices remains with the contracting authority.

Note: The template for the knowledge products (maximum length 8 pages, excl. Annexes) shall be developed based on a pre-defined structure and contain:

- ❖ Executive Summary (max. ½ page)
- ❖ Context and problem addressed
- ❖ Description of implemented approach (process & governance arrangements)
- ❖ Evidence and results
- ❖ Lessons learned (including challenges)
- ❖ Transferability and scalability (preconditions and limitations)
- ❖ Relevance for AU/AfSEM/CMP/AEGEI
- ❖ Social inclusion and gender aspects (where applicable)

Furthermore, the products shall address recommendations for concrete entry points for action, including:

- Specific application to selected priority projects (e.g. how an approach could be applied to ongoing or planned interconnectors), including linkages to ongoing development cooperation (financial and technical assistance)
- Suggested next steps to advance implementation (e.g. project preparation support, structuring options or coordination measures)
- Options for partner engagement, including roles and contributions of different actors (e.g. AU, EU, investors/banks, private sector)

• **Work Package 2: Data Collection, Analysis and Documentation**

The contractor shall conduct structured analytical assessments and documentation of the selected good practices.

- Conduct targeted analysis of approved good practices through desk review and expert engagement.
- Assess technical, economic, regulatory, institutional, and implementation aspects.
- Identify enabling conditions, success factors, risks, and limitations.
- Assess transferability across African contexts and analyse relevance for AfSEM/CMP
- Ensure consistency and comparability across all good practice assessments, applying a standardised analytical framework and indicators. Synthesize key insights into clear, structured documentation, highlighting practical implications for AfSEM/CMP implementation.
- Assess investment attractiveness, climate resilience, private sector participation, socioeconomic impacts, regional integration.

- Produce concise policy briefs (2 pages) alongside each technical report for decision-makers.

The contractor may propose additional relevant information sources or stakeholders to be consulted during the analytical process (subject to agreement with GIZ).

Output: Draft Good Practice Document (following mandatory structure) per selected good practice + concise policy briefs (2 pages).

- **Work Package 3: Peer Review and Quality Assurance**

The contractor shall organise a structured internal peer review process (mainly with GIZ internal counterparts as well as AUC and AUDA-NEPAD) to ensure the analytical quality and comparability of the good practice products.

- Conduct a structured peer-review process (list of peers to be decided together with ENGAGE Team)
- Organize, if needed, (online) feedback calls with ENGAGE and peer reviewers for each good practice
- Revise drafts according to feedback
- Document feedback and revisions, maintain a clear audit trail of inputs received and changes made
- Validate final outputs with the contracting authority, ensuring readiness for dissemination and alignment with ENGAGE priorities

Output: Revised drafts ready for validation

- **Work Package 4: Validation through Dialogue**

Selected good practice products shall be presented and discussed in relevant stakeholder dialogue formats

- Present selected draft good practice products in relevant technical exchanges or stakeholder consultation formats (to be agreed on with GIZ)
- Facilitate structured discussion.
- Capture stakeholder feedback.
- Incorporate feedback into draft products

Where relevant, these discussions may take place within existing AfSEM, CMP or AEGLI dialogue processes or as separate (online) meeting formats.

Output: Five final good practice products (including the policy briefs) approved by GIZ & AUC

- **Work Package 5: Dissemination and Uptake Support**

The contractor shall support the preparation of dissemination materials to facilitate the use of the good practice products in policy dialogue processes.

- Identify and advise on potential opportunities for dissemination and policy uptake of the good practice products.
- Advise on integration of findings into: AfSEM business planning, CMP discussions, Africa-EU Green Energy Initiative exchanges.
- Provide short uptake briefs summarising policy implications.
- Contribute to internal GIZ knowledge exchange formats (presenting findings/products at selected online formats).
- Prepare presentation materials to support webinars and knowledge-sharing sessions for GIZ & AUC.

Output: Power Point Presentation as dissemination package, short policy uptake briefs

- **Work Package 6: On-demand Technical Expert Support**

The contractor shall provide limited and flexible on-demand access to the short-term expert pool for technical questions arising during implementation of the ENGAGE project. Support may include:

- Short technical assessments and expert opinions;
- Review and comments on technical, regulatory, financial or policy documents;
- Technical inputs to presentations, policy notes and other knowledge products;
- Advice on specific issues related to renewable energy integration, power systems, markets, regulation, investment, financing, energy access or just transition;
- Participation in technical meetings, consultations or workshops where specialised expertise is required.

Requests will be initiated by GIZ and shall specify the required expertise, task and expected output. The contractor shall propose the most suitable expert and level of effort for approval by GIZ.

The service is intended for occasional, short-term requests and does not constitute a continuous advisory service. Only a limited number of expert days from the overall short-term expert pool will be used for this purpose.

Output: Demand-driven technical advice, expert reviews, assessments and inputs as requested and agreed with GIZ.

Beyond the Work Packages described above, the contractor is responsible for the following:

- The contractor is responsible for selecting, preparing, training and steering the international and national, short and long-term experts assigned to perform the advisory tasks.
- The contractor provides equipment and supplies (consumables) and assumes the associated operating and administrative costs.
- The contractor manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.
- The contractor reports regularly to GIZ in accordance with the current AVB of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

Certain milestones, as laid out in the table below, are to be achieved during the contract term:

Milestones/process steps/partial services	Deadline/place/person responsible
WP 1 – Identification and Prioritisation of Good Practices and development of structured template Deliverable: Shortlist of Good practices and approved template	January 2027
WP 2 – Data Collection, Analysis and Assessment Deliverable: Draft good practice documents	April 2027
WP 3 – Internal Quality Review Deliverable: Peer-reviewed revised drafts	May 2027
WP 4 – Validation through Dialogue Deliverable: Final validated products	July 2027
WP 5 – Dissemination Deliverable: Dissemination materials (slides) and brief uptake briefs	October 2027
WP 6 - On-demand Technical Expert Support	continuous

Period of assignment: from **15.11.2026 until 31.10.2027**.

3. Concept

In the tender, the tenderer is required to show *how* the objectives defined in Chapter 2 (Tasks to be performed) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the tenderer must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The tenderer is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1 Context) (1.1.1). Following this, the tenderer presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (see Chapter 2 Tasks to be performed). The strategy should demonstrate how the contractor will ensure demand-driven selection of good practices, apply

consistent analytical criteria and ensure comparability across cases. In order to demonstrate the proposed analytical approach, the tenderer should briefly illustrate how the methodology would be applied to the analysis of one hypothetical good practice relevant to the thematic scope of the assignment. The methodology shall include an assessment framework covering topics such as Energy Security, Renewable Integration, Investment Mobilization, Investment De-risking, Social Inclusion, Industrialization. The illustration should outline the key analytical steps, types of evidence to be considered, and how lessons learned and transferability would be assessed. Furthermore, the strategy must demonstrate an understanding of AfSEM, CMP and AEGEI institutional processes and their implications for the development and uptake of good practices (1.1.2).

The tenderer is required to present the actors relevant for the services for which it is responsible and describe the **cooperation (1.2)** with them.

The tenderer is required to describe the key **processes (1.4)** for the services for which it is responsible and create an **operational plan** or schedule (1.4.1) that describes how the services according to Chapter 2 (Tasks to be performed by the contractor) are to be provided. In particular, the tenderer is required to describe the necessary work steps and, if applicable, take account of the milestones and **contributions** of other actors (partner contributions) in accordance with Chapter 2 (Tasks to be performed) (1.4.2).

The tenderer is required to describe its contribution to knowledge management for the partner (1.5.1) and GIZ and to promote scaling-up effects (1.5.2) under **learning and innovation (1.5)**.

Project management of the contractor (1.6)

The tenderer is required to explain its approach for coordination with the GIZ project. In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail.

The tenderer is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates (duration and expert days) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule.

The tenderer is required to describe its backstopping concept. The following services are part of the standard backstopping package, which (like ancillary personnel costs) must be factored into the fee schedules of the staff listed in the tender in accordance with Section 3.1 of the GIZ AVB:

- Service-delivery control
- Managing adaptations to changing conditions
- Ensuring the flow of information between the tenderer and GIZ
- Assuming personnel responsibility for the contractor's experts
- Process-oriented steering for implementation of the commission
- Securing the administrative conclusion of the project

Further requirements (1.7)

The tenderer is required to demonstrate a structured approach for systematically integrating gender equality, social inclusion, and just transition considerations into:

- Identification criteria
- Analytical assessment
- Validation processes
- Final good practice products

4. Personnel concept

The tenderer is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

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

The tenderer shall provide qualified personnel with proven expertise in renewable energy transition, policy advisory, and facilitation of multi-stakeholder processes in Africa. All experts must demonstrate strong analytical, drafting, and stakeholder engagement skills relevant to the identification, assessment, validation and dissemination of transferable good practices.

The personnel structure consists of:

- Team Leader
- Key Expert 1 – Communication and Policy Expert
- Short-term expert pool (minimum 2, maximum 6 experts)

The team composition shall ensure:

- Strategic steering and quality assurance (Team Leader)
- Strong policy-oriented communication and uptake orientation (Key Expert 1)
- Thematic depth and flexibility across thematic clusters (Short-term experts)

Team leader

Tasks of the team leader

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project
- Personnel management, in particular identifying the need for short-term assignments within the available budget, as well as planning and steering assignments and supporting local and international short-term experts
- Quality assurance of deliverables
- Regular reporting in accordance with deadlines

Qualifications of the team leader

- Education/training (2.1.1): university degree (German 'Diplom'/Master) in Engineering, Energy Economics, or another relevant field
- Language (2.1.2): C1-level language proficiency in English (language skills are absolutely essential – absence of such skills can lead to technical exclusion of the entire bid)
- General professional experience (2.1.3): 8 years of professional experience in the energy sector

- Specific professional experience (2.1.4): 5 years in renewable energy transition, power system transformation, electricity market reform, or regional energy integration, including prior experience in African energy systems.
- Leadership/management experience (2.1.5): 3 years of management/leadership experience as project team leader or manager in a company
- Regional experience (2.1.6): 3 years of experience in projects in Africa (region), 2 years in projects in OECD countries
- Development cooperation (DC) experience (2.1.7): 3 years of experience in DC projects
- Other (2.1.8): Demonstrated experience in analysing energy sector reforms, policy instruments or implementation models in the electricity sector

Key expert 1 – Communication and Policy Expert

Tasks of key expert 1

- Development and refinement of the good practice template and narrative structure
- Ensuring clarity, policy relevance, and accessibility of all good practice products
- Supporting stakeholder engagement during validation processes
- Drafting executive summaries, uptake briefs and policy note
- Preparation of PowerPoint Slides for external communication
- Advising on integration of findings into AfSEM/CMP and AEGEI dialogue formats
- Supporting knowledge management and dissemination activities

Qualifications of key expert 1

- Education/training (2.2.1): university degree (German 'Diplom'/Master) in Communications, Political Science, Public Policy, or another relevant field
- Language (2.2.2): C2 -level language proficiency in English (language skills are absolutely essential – absence of such skills can lead to technical exclusion of the entire bid)
- General professional experience (2.2.3): 5 years of professional experience in the area of political communication, policy advisory, or strategic communication
- Specific professional experience (2.2.4): 3 years of experience in energy-related policy communication and/or preparation of analytical policy publications, briefs or knowledge products
- Regional experience (2.2.6): 2 years of experience based in Africa
- Development Cooperation (DC) experience (2.2.7): 2 years of experience in DC projects
- Other (2.2.8): Demonstrated ability to translate technical analysis into actionable policy recommendations and coordination experience in multi-stakeholder or advisory contexts (e.g. leading drafting processes, coordinating expert inputs)

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills
- Socio-cultural skills & pronounced intercultural sensitivity and solid knowledge of postcolonial discourses and power asymmetries in partnerships and communication processes

- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

Short-term expert pool 1 with minimum 2, maximum 6 members

The short-term expert pool provides thematic depth across the predefined clusters:

- Power system planning, operation and flexibility
- Pricing, incentives and market mechanisms
- Investment, financing and tendering models
- Policy, regulation and governance
- Social inclusion, capacity and just transition
- Productive use of electricity and energy access
- Regional Market Integration

The contractor shall ensure a balanced pool covering these thematic clusters. The bidder may propose experts covering multiple areas, provided that the pool as a whole covers all areas. Individual experts may cover more than one area of specific professional experience. Please provide a table that indicates which expert covers which subjects.

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of the short-term expert pool 1

- Conduct desk-based and interview-based analysis of selected good practices
- Assess technical, regulatory, financial, institutional and governance dimensions
- Identify enabling conditions and transferability factors
- Drafting of good practice documents
- Participate in peer review and validation processes
- Provide targeted inputs to uptake briefs and dissemination formats

Qualifications of the short-term expert pool 1

- Education/training (2.6.1): All experts with university qualification (German 'Diplom'/Master) in Engineering, Economics or another relevant field
- Language (2.6.2): All experts with C1-level language proficiency in English
- General professional experience (2.6.3): All experts with 8 years of professional experience in the energy sector
- Specific professional experience (2.6.4): One expert with 5 years of professional experience in power system planning, modelling or grid flexibility, One expert with 5 years of professional experience in energy finance, investment models, or tender design, One expert with 5 years of professional experience regulation and governance related to electricity markets and/or regional power market integration, One expert with 5 years of professional experience in social inclusion, just transition, or capacity development in the energy sector, One expert with 5 years of professional experience in productive use of electricity and/or energy access, One expert with 5 years of professional experience in regional integration of power markets
- Regional experience (2.6.5): All experts with 2 years of experience working with or in Africa (region)

- Development cooperation (DC) experience (2.6.6): All experts with 2 years of experience in DC projects
- Other (2.6.7): All experts with proven experience contributing to analytical reports or policy publications in the energy sector

The tenderer must provide a clear overview of all proposed short-term experts and their individual qualifications.

5. Costing requirements

Assignment of personnel and travel expenses

Per diem allowances are reimbursed as a lump sum up to the maximum amounts permissible under tax law for each country as set out in the country table in the circular from the German Federal Ministry of Finance on travel expense remuneration (downloadable from the [German Federal Ministry of Finance – tax treatment of travel expenses and allowances for international business travel as of 1 January 2026 \(GERMAN ONLY\)](#)).

Accommodation allowances are reimbursed as detailed in the specification of inputs below.

With special justification, additional Accommodation costs up to a reasonable amount can be reimbursed against evidence.

All business travel must be agreed in advance by the officer responsible for the project

Sustainability aspects for travel

GIZ has undertaken an obligation to reduce greenhouse gas emissions (CO₂ emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with higher CO₂ efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

CO₂ emissions caused by air travel must be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

There are many different providers in the market for emissions certificates, and they have different climate impact ambitions. The [Development and Climate Alliance \(German only\)](#) has published a [list of standards \(German only\)](#). GIZ recommends using the standards specified there.

Specification of inputs

Fee days	Number of experts	Number of days per expert	Total	Comments
TL	1	12	12	
Key expert - Communication	1	30	30	

Short-term expert pool	2-6	-	70	Total of 70 expert days to be distributed among STEs
Travel expenses	Quantity	Number per expert	Total	Comments
Per-diem allowance in country of assignment	4	1	4	Country to be decided at later stage Lump sum/number
Overnight allowance in country of assignment	3	1	3	Country to be decided at later stage Overnight stays abroad: Note: Under the BMF travel expense regulations, overnight allowances not exceeding 100% (EUR 159) of the lump sum amounts can be submitted for reimbursement against evidence. Up to 75% of the maximum rates specified in the travel expense regulations can be submitted for reimbursement on a lump-sum basis. Please indicate in the price schedule whether your offer is on a lump-sum basis or against evidence. Overnight stays in Germany (deviation from the travel expense regulations): Note: Overnight allowances of up to EUR 130 can be submitted for reimbursement against evidence. Up to EUR 80 can be submitted for reimbursement on a lump-sum basis. Please indicate in the price schedule whether your offer is on a lump-sum basis or against evidence.
Transport	Quantity	Number per expert	Total	Comments
International flights	1	1	1	Country to be decided at later stage

				Potential workshop/meeting attendance to present and discuss products with partners (event/location to be decided at later stage) against evidence .
CO₂ compensation for air travel	1	1	50 EUR	A fixed budget of EUR 50 per flight is earmarked for settling carbon offsets against evidence .
Other travel expenses	1	1	1	e.g. visa costs against evidence .
Other costs	Number	Price	Total	Comments
Flexible remuneration	1	8,000	8,000	A budget of EUR 8,000 is foreseen for flexible remuneration against evidence . Please incorporate this budget into the price schedule. Use of the flexible remuneration item requires prior written approval from GIZ.

Please describe in your concept how you implement the minimum standards specified above.

The contractor shall propose an allocation of expert days across the work packages and experts as part of the technical proposal, within the maximum number of expert days specified above.

6. Inputs of GIZ or other actors

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

- Technical inputs: Provision of technical guidance, feedback on deliverables, and participation in coordination meetings
- Contact facilitation: Introduction to (GIZ-internal) key stakeholders and partners relevant to the assignment, including support to coordination of meetings where required.
- Visibility and communication materials: Provision of GIZ communication templates, branding guidelines, and visibility requirements where applicable

7. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToR. In particular, the detailed structure of the concept (Chapter 3) should be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). The tender must be legible (DINA4 font size 11 or larger) and clearly formulated. It must be drawn up in **English** (language).

The complete tender must not exceed **10 pages** (excluding CVs). 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 submit references as external content (e.g. links to websites), if applicable.

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

Please calculate your financial tender based exactly on the parameters specified in Chapter 5 Quantitative requirements. The contractor is not contractually entitled to use up the days, trips, workshops or budgets in full. The number of days, trips and workshops and the budgets will be contractually agreed as maximum limits. The specifications for pricing are defined in the price schedule.

8. Option

After the services put out to tender have been completed, important elements of these tasks can be continued or extended. Specifically:

- Development of additional good practice products (e.g. on productive use of electricity, or other relevant topic related to the thematic clusters described in chapter 2)
- Strengthening uptake and replication potential in AU Member States

Type and scope

The contractor is responsible for providing the following optional services:

- **Work Package 7 (Option): Development of Additional Good Practice Products.**

Preparation of up to three (3) additional good practice documents in line with work process and template agreed in WP 1, including:

- Identification and prioritisation of good practices that may cover further relevant thematic clusters of the African energy sector (e.g. energy access, productive use of electricity, regional electricity market integration and cross-border trade, etc.) – the topics are subject to agreement between the contractor and GIZ
- Structured assessment following the agreed template
- Stakeholder consultation
- Peer review and validation
- Finalisation and preparation for publication

- **Work Package 8 (Option): Structured AfSEM/CMP Thematic Dialogues Series on selected good practices**

The contractor shall support the organisation and facilitation of a structured thematic dialogue series under the framework of African Union's Africa Single Electricity Market (AfSEM) and the Continental Power Systems Master Plan (CMP) processes. The dialogue series shall aim to deepen technical exchange among selected stakeholders and promote peer learning on selected good practices identified under the assignment.

The contractor shall support the preparation and implementation of up to three (3) virtual technical dialogue sessions focusing on selected good practices:

- Design of a thematic dialogue series (2–3 virtual sessions), including definition of thematic focus, objectives, proposed participants, and session structure for 2–3 virtual sessions
- Preparation of background information materials to support the discussion
- Facilitation and moderation (to be agreed with GIZ)
- Preparation of summary briefs, documenting key discussion points and take-aways

The selection of good practices and thematic focus for the sessions of this dialogue series shall be agreed with GIZ.

Certain milestones, as laid out in the table below, are to be achieved in the context of the Option and the extended contract term:

Milestones/process steps/partial services	Deadline/place/person responsible
Work Package 7 (Option)	November 2027
Work Package 8 (Option)	January 2028

Requirements

Exercising the option will depend on commissioning of follow-on phase by GIZ's commissioning party, positive assessment of interim results of the original commission and agreement of the partner receiving advisory services. The decision on continuation is expected to be made in the period March 2027 to April 2027. If the option is exercised, it is anticipated that the contract term will be extended to 28 February 2028.

The option will be exercised by means of a contract extension on the basis of the individual approaches already offered.

Quantitative requirements for the optional services

Fee days	Number of experts	Number of days per expert	Total	Comments
TL	1	10	10	
Key expert 1	1	15	15	

Short-term expert pool	2-6	-	50	Total 50 expert days to be distributed among STEs
Travel expenses	Quantity	Number per expert	Total	Comments
Per-diem allowance in country of assignment	4	1	4	Country to be decided at later stage Lump sum/number
Overnight allowance in country of assignment	3	1	3	Country to be decided at later stage Overnight stays abroad: Note: Under the BMF travel expense regulations, overnight allowances not exceeding 100% (EUR 159) of the lump sum amounts can be submitted for reimbursement against evidence. Up to 75% of the maximum rates specified in the travel expense regulations can be submitted for reimbursement on a lump-sum basis. Please indicate in the price schedule whether your offer is on a lump-sum basis or against evidence. Overnight stays in Germany (deviation from the travel expense regulations): Note: Overnight allowances of up to EUR 130 can be submitted for reimbursement against evidence. Up to EUR 80 can be submitted for reimbursement on a lump-sum basis. Please indicate in the price schedule whether your offer is on a lump-sum basis or against evidence.
Transport	Quantity	Number per expert	Total	Comments
International flights	1	1	1	Country to be decided at later stage Potential workshop/meeting attendance to present and discuss products with partners

				(event/location to be decided at later stage) against evidence
CO₂ compensation for air travel	1	1	50 EUR	A fixed budget of EUR 50 per flight is earmarked for settling carbon offsets against evidence .
Other travel expenses	1	1	1	e.g. visa costs against evidence

Requirements on the format of the tender for the option

Please complete both spreadsheets in the price schedule, i.e. one for the main service and one for the optional service.