



ECOWAS REGIONAL ELECTRICITY ACCESS PROJECT (ECOWAS-REAP) Project – P164044

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – INDIVIDUAL CONSULTANT SELECTION)

RECRUITMENT OF COORDINATOR FOR THE REGIONAL COORDINATION UNIT (RCU) NG-ECOWAS-DEM-377123-CS-INDV

Closing Date: 31th, October 2023 at 5:00 pm GMT

Contract: Lump sum

Project reference No.: P167569

1. In order to improve access to electricity and improve energy security and system reliability, for populations in the West Africa sub-region, ECOWAS is working for the establishment of a regional electricity market through the development of power generation and transmission, and distribution infrastructures. The Regional Electricity Access Project and Battery Energy Storage is an ongoing initiative of ECOWAS supported by the World Bank aimed at increasing electricity access in the ECOWAS region, as well as enhancing power system stability and creating conditions for larger integration of intermittent renewable energy. The Regional Electricity Access Project is currently being implemented in the form of a series of projects to gradually cover all ECOWAS member countries.
2. The first Phase of REAP (REAP I) covers The Gambia, Guinea Bissau, and Mali. The objective is to provide 2.04 million people with electricity services through a WB financing of 225 million USD. It has three main components, i.e., (i) Design, supply and installation of the electricity distribution infrastructures, (ii) supervision of the construction and technical advisory and (iii) project coordination and technical assistance. The project is currently under implementation.
3. Phase 2 of the REAP, entitled Regional Electricity Access and Battery Energy Storage Technology Project (BEST) covers Mauritania, Niger, and Senegal for the “Access” component and Côte d’Ivoire, Mali, and Niger for the “Battery” component. The objective is to increase people’s access to electricity and to contribute to stability and better energy flow in the WAPP transmission system. The funding is 465 million USD and the project is in the procurement phase for the design, supply, and installation contracts. The project components are (i) Design, supply, and installation of electricity distribution infrastructure, (ii) design, supply and installation of BEST equipment, (iii) supervision of the construction and technical advisory, and (iv) project coordination and technical assistance.
4. For the projects’ preparation and implementation, a National Project Implementation Unit (PIU) was established in each beneficiary country, as well as a Regional Coordination Unit (RCU) within the

Directorate of Energy and Mines of ECOWAS comprising power engineers and other specialists such as: procurement specialists, safeguards specialist, accountants and monitoring & evaluation specialists. The first two phases of the Project are now at different levels of implementation with different challenges in terms of project coordination and management skills (project implementation time, management of contractors and consultants, as well as coordination between countries and the RCU).

5. It is against this background that ECOWAS plans to recruit a **Coordinator for the Regional Coordination Unit (RCU)** to lead the overall coordination and management of the above projects, as well as future regional projects that will be initiated and developed in collaboration and funding of the World Bank. Specifically, the selected RCU Coordinator will ensure the timely, smooth and efficient project implementation of ongoing phases (i.e., ECOWAS-REAP and BEST project), as well as timely, smooth and efficient preparation and implementation of subsequent phases of the entire series of projects or other regional projects funded by the World Bank where ECOWAS is involved.
6. The consultant's services ("the services") include the following, as indicated below during One (01) year period extensible based on satisfactory performance, including a probation period of three (03) months with lump sum contract.
7. The overall responsibility of **the Regional Coordinator** in the execution of the overall project preparation and implementation is principal. In this regard, the RCU Coordinator's overall responsibility will be ensuring strict compliance with project management and technical supervision for efficient preparation and implementation of the regional projects, as well as management and administration of the RCU staff. The primary objective of the terms of reference is to identify a qualified and competent individual with all necessary skills, knowledge and experience to lead but not limited to the following activities:
 - a) **Coordination between beneficiary countries and a Regional Organization:** The Coordinator should demonstrate exceptional leadership, coordination and communication skills to foster effective collaboration between the participating countries and the regional organization, as well as within the Regional organization itself. This includes ensuring that project-related information, data, and knowledge are shared efficiently among all stakeholders, including the World Bank.
 - b) **Management of Contractors, Consultants and RCU staff:** The Coordinator should possess strong management, organisation, interpersonal skills and evaluation skills to effectively oversee the activities of contractors, consultants and full time RCU staff, quality assurance of outputs and timely completion of tasks.
 - c) **Implementation Time:** The Coordinator will be responsible for streamlining the project's timeline, ensuring adherence to project milestones, and optimizing project delivery. It will be up to the RCU coordinator to establish deadlines for each activity to ensure an overall timely implementation of regional projects.
 - d) **Preparation of the next project phases:** the coordinator will initiate and coordinate all these necessary activities ensuring the swift and timely preparation of the next project phases to meet all the criteria for the adoption of the projects by the World Bank, as well as a deep ownership by the participating countries that the coordinator will be asked to facilitate.

Specific activities and tasks to be performed by the RCU Coordinator include but are not limited to the following:

- (i) Coordinate overall technical and management aspects of new projects' preparation and implementation of the existing projects under the general supervision and guidance of the ECOWAS Director responsible for Energy;

- (ii) Develop and execute an action plan to fast-track the project implementation to address as well as foresee delays and existing and potential new challenges;
- (iii) Ensure the administrative management of the RCU including RCU's staff management, budget management and maintaining projects documentation;
- (iv) Assess the performance of existing contractors, consultants and relevant RCU staff and make recommendations for changes or improvements as deemed necessary;
- (v) Assign tasks to internal teams including part-time experts and conduct regular meetings to assess the progress of tasks assigned and identify solutions to tackle bottlenecks and ensure timely delivery;
- (vi) Lead the evaluation committee meetings related to the joint procurements under the projects in accordance with the Projects Implementation Manuals (PIMs) and ensure a transparent and fair process for the attainment of the projects' objectives;
- (vii) Monitor and evaluate project progress, identify risks, and propose mitigating measures to keep the project on track;
- (viii) Oversee all the projects activities and supervision of construction works in coordination with the Owner Engineers and the national Project Implementation Units;
- (ix) Maintain a good working relationship with the owners' engineers and all involved stakeholders and be proactive in problem solving to avoid any delay in projects implementation schedules;
- (x) Undertake frequent site visits and participate in monitoring activities of power infrastructures and asset construction, in testing, and in commissioning.
- (xi) Prepare comprehensive annual work plans, annual budgets, as well as the biannual and annual reports of the projects.
- (xii) Control the strict respect for projects management issues according to the PIM and World Bank management procedures;
- (xiii) Maintain a fluent communication channel with the Countries' PIU-Coordinators and conduct regular meetings with them for the review of the projects' progress, as well as regular meetings for aspects that pose significant challenges and that risk delaying the project (e.g., procurement);
- (xiv) Play the interface role between the Bank and ECOWAS on one hand, and the Bank and the coordinators of each country beneficiary PIU on the other hand;
- (xv) Assist in the recruitment of all consultants as well as relevant RCU staff, including drafting TOR, estimating budget, helping in shortlisting and evaluation firms/individual consultant's proposals/qualifications, negotiating, and preparing contracts;
- (xvi) Ensure that the projects' procurement plans are implemented with strict adherence with the adopted schedules;
- (xvii) Ensuring that bidding documents and contracts include all necessary provisions;
- (xviii) Supervise contractors' performance in handling technical and financial issues; provide corrective instructions as needed;
- (xix) Assist the Director of Energy in the preparation of World Bank missions of supervision and meetings of the Steering Committee;
- (xx) Undertake any other activities, as instructed by ECOWAS Director responsible for Energy.

8. Deliverables

- (i) Improved and effective project implementation with on-time achievements and very few or no delays (if there are delays, these should be completely external and well explained);
- (ii) Improved project preparation for the next phases leading to on-time adoption of the projects;

- (iii) A comprehensive project implementation plan providing a clear timeline and targets;
- (iv) Regular progress reports, including identified challenges, mitigation strategies, and recommendations for improvement;
- (v) Improved coordination and communication channels among participating countries and the ECOWAS / RCU; and
- (vi) Terms of reference for consultants and firms, bidding documents, and signed contracts for consultants and contractors.

9. Qualification requirements

Qualifications and skills

- (i) Must hold a master's degree in one of the following: Power Engineering, Electrical Engineering, Electromechanical Engineering, project management, business administration or related field;
- (ii) A proven track record in project management, preferably in infrastructure development or development projects funded by multilateral development banks like the World Bank or African Development Bank. They should be able to demonstrate successful project implementation and delivery within the region.
- (iii) Teamwork skills, detailed oriented, initiative-taker, able to deliver quality results under time pressure and multiple deadlines;
- (iv) Excellent organizational skills, including planning, multitasking and time-management;
- (v) Ability to communicate in a clear, concise, and unambiguous manner both through written and verbal communication;
- (vi) Strong working knowledge of Microsoft Project or Microsoft Planner or any project management tools;
- (vii) An excellent command of both French and English, including speaking and writing fluently; ;
- (viii) Excellent written, presentation and reporting skill (including Microsoft Power Point and Microsoft Excel).

General work experience

- (ix) Significant exposure to the electricity sector with at least 15 years' professional experience in the management of infrastructure projects and at least 10 years in the Energy/electricity sector in position of responsibility.

Specific work experience

- (x) Have been involved at least in three (3) grid extension or electrification projects HTA/BTA/BT, with one of which in position of project manager or equivalent.
- (xi) Have a good knowledge of the procedures of the World Bank and related institutions especially as it pertains to the procurement of goods, works and services, on financial management, on monitoring and evaluation and on environmental and social safeguards.
- (xii) Have previous working experience with a World Bank funded project in the power sector or a project funded by Development Banks or a multilateral development bank in the power sector.
- (xiii) Have a good knowledge of the issues and problems faced by power sector project implementation in the ECOWAS region.

10. Duty Station

Currently at Abuja, Nigeria

11. Language requirement

Candidates must speak and write fluent French and English.

12. A Candidate will be selected in accordance with the Selection of Individual Consultant set out in the World Bank Procurement Regulations for IPF Borrowers (Fourth Edition November 2020).
13. The application documents should be composed of: **Update CV, cover letter and supporting documents scanned in one pdf file.**
14. Further information can be obtained only by email at the following email address: ecowas-reap@ecowas.int; with copy to lkouassi@ecowas.int; banwone@ecowas.int; akoumoin@ecowas.int and bdabire@ecowas.int.
15. Expressions of interest must be delivered latest by **31th, October 2023 at 5:00 pm GMT** at ecowas-reap@ecowas.int; copying lkouassi@ecowas.int, banwone@ecowas.int, akoumoin@ecowas.int and bdabire@ecowas.int

NB: Only pre-selected candidates will be contacted for the rest of the procedure.