



CALL FOR EXPRESSION OF INTEREST
(RECRUITMENT OF A CONSULTANCY FIRM)

**Selection of a Consultancy Firm for the Evaluation Studies and Gender Equality Index (GEI)
Mainstreaming in Clean Energy Businesses**

Reference No. ECW/DAGS/ECREEE/PROC/24-06-2024/dg

1. The Economic Community of West African States (ECOWAS) through its agency, ECOWAS centre for renewable energy and energy efficiency (ECREEE), intends to select a Consultancy firm for the Evaluation Studies and Gender Equality Index (GEI) Mainstreaming in Clean Energy Businesses.
2. The ECOWAS Program on Gender Mainstreaming in Energy Access (ECOW-GEN) is working to steer ECOWAS Member States towards the direction of mainstreaming gender in policy formulation, legislative drafting, energy project and program design and implementation, with the intention to promote equality in energy development through equal access to resources and equal contribution to the decision-making processes that shape and influence energy expansion in West Africa.
3. In line with the ECOW-GEN, ECREEE in collaboration with the International Development Research Centre (IDRC) developed Women and Clean Energy in West Africa (WOCEWA) project which specifically works to meet the objective of the policy relating to mainstreaming gender in the private sector and increasing the participation of women as clean energy consumers and suppliers.
4. The selected consultancy firm for this assignment shall therefore collaborate with the ECOWAS agency, ECREEE, to conduct Evaluation Studies and Gender Equality Index (GEI) Mainstreaming in Clean Energy Businesses.
5. The overall objective of this consultancy is to ensure proper scoping and definition of needs of ECREEE for the ECOWAS Program on Gender Mainstreaming in Energy Access (ECO-GEN).
4. **Duration:** The expected duration of the assignment is eight (8) months, starting from the date the contract is signed.
5. **Duties and responsibilities of the Consultant:** The consultancy firm is expected to provide the following outputs:
 - i. **Inception Report:** outlining in detail the work/activities to be undertaken by the consultant including methodology, implementation plan and timelines. It should also include an overview of the narrative summarizing the consultant's understanding of the scope and the intended goals of the consumer awareness campaign and an outline of the

final report. Also, the evaluation criteria and questions should be framed by integrating SMEs and Gender equality in evaluation, as guided by EIGE guidance.

- ii. **SMEs Status Report:** This report will describe status reports of SMEs and Women led SMEs in clean energy sector, it will take inventory in existing Small and Medium Enterprises in all ECOWAS Countries. This report will make it possible to choose the sampling size for the evaluation study. This selection will be defined by the ECREEE team. It will provide a database of existing SMEs in the energy sector. Data and insights presented in a clear and concise way to inform future decision-making on gender equality practices.
 - iii. **Evaluation and GEI Report on clean energy SMEs:** This report will be the primary outcome of the evaluation phase. It should include:
 - An analysis of the clean energy business's impact on men and women across various aspects like employment, leadership roles, and community engagement with clean energy access.
 - Identification of existing gender disparities within the SME and its operations.
 - Assessment of the effectiveness of any gender equality initiatives currently in place.

➤ The outcome of Gender equality index (GEI) mainstreaming phase, it should follow the standard methodology of EU described in EIGE guidance:

 - Develop and implement a Gender Equality Index (GEI) framework tailored to the clean energy business.
 - Integrate GEI metrics into existing monitoring and evaluation systems.
 - Establish baseline data on gender equality indicators.
 - Track progress towards achieving gender equality goals based on the chosen GEI framework.
 - iv. **Action Plan Report:** Based on the evaluation results, propose specific and actionable recommendations for clean energy SMEs, policymakers, and stakeholders on how to improve business performance of WSME, enhance social impact, promote gender equality within the energy sector, and the recommendations will guide to design and implement subsequent phases of the project.
 - v. **Report validation workshop:** Draft report shall be presented in a stakeholder workshop to be convened at regional level. Power Point presentation and an outline on preliminary findings, lesson learned, and recommendation. Additionally, Consultancy firm will organize workshops among the key stakeholders at regional level to share the findings of the evaluation.
 - vi. **Final Report:** Based on the integration of suggestions and comments from the stakeholder's workshop into the draft of Evaluation report and action plan. finalized Evaluation report and action plan based on the comments of ECREEE
6. The ECOWAS invites eligible consultancy Firms to express their interest in conducting Evaluation Studies and Gender Equality Index (GEI) Mainstreaming in Clean Energy Businesses. **Interested consultancy firms shall provide information showing that they have**



the qualifications and experience to provide the requested services. *The applicants are to meet the criteria set out below:*

7. Qualifications

The Team Leader and his experts should have extensive international experience in the field of evaluation especially related to gender equality, women entrepreneurship and energy and have the following competencies:

I. Principal experts

a. Senior M & E Expert

- ✓ Must have a Master's degree in social sciences, international development, economics or other fields closely related to monitoring, evaluation and learning
- ✓ Must have at least ten (10) years of demonstrated experience in evaluation of international development projects and programs.
- ✓ Shall have a minimum five (5) years of concentrated experience in applied data collection, including research in gender evaluation Index (GEI) methodology.
- ✓ Shall demonstrate work experience on gender issues, including gender responsive policies, public administration.
- ✓ Shall demonstrate work experience in West Africa
- ✓ Proficiency in data analysis software like SPSS, STATA or other similar software will be an asset
- ✓ Ability to coordinate inter-disciplinary teams and manage complex assignments in a multi-cultural setting;
- ✓ Strong problem solving, research, analytical, writing and people leadership skills;
- ✓ Must be fluent in one of the ECOWAS languages (English, French, and Portuguese) and have a working knowledge of one of the other two languages.

b. Gender Expert

- ✓ Shall have a Master's degree in, gender studies, Women's Studies, Sociology, Public Policy, or a related field
- ✓ Must have at least 10 years of relevant experience in gender integration and mainstreaming in the renewable energy sector.
- ✓ Shall demonstrate work experience on gender issues incl. gender responsive policies, public administration.
- ✓ Must have proven experience in at least three (3) similar missions
- ✓ an experience from the West African region will be valuable

- ✓ Must be fluent in one of the ECOWAS languages (English, French, and Portuguese) and have a working knowledge of one of the other two languages.

II. Non-Principal expert

- ✓ Must have a Master's degree in Renewable Energy or equivalent in the field
- ✓ Shall demonstrate at least 5 years of relevant experience in developing policy briefs in the renewable energy sector in Sub-Sahara Africa
- ✓ Shall have proven experience in at least one (1) similar mission on gender
- ✓ Must be fluent in one of the ECOWAS languages (English, French, and Portuguese) and have a working knowledge of one of the other two languages.

NB: In addressing the above listed criteria, Consultants must provide tangible evidence and detailed references for all claims made in terms of experience and capabilities, similar assignments, availability of appropriate skills etc. Each reference provided should be summarized on a project sheet and will be considered and accepted only if the candidate attaches supporting documents indicating the contact information of the contracting authorities so as to facilitate verification of the information provided, covering contracts OR copies of attestation(s) of good performance of each contract presented, as issued and signed by the Client.

The Consultants will be selected in accordance to the SBQC method set out in the ECOWAS Revised Procurement Code.

Interested consultancy firms may obtain more information by contacting the Procurement Division at the email below during working hours, i.e., Monday to Friday, from 9:00 am to 5:00 pm (GMT +1).

Email: ikkamara@ecowas.int; , with copies to: pzidago@ecreee.org; eflan@ecreee.org

8. Expressions of interest with subject “**Selection of a Consultancy Firm for the Evaluation Studies and Gender Equality Index (GEI) Mainstreaming in Clean Energy Businesses**”, must be submitted no later than **Wednesday, July 24, 2024 at 11:00 a.m. (GMT+1, Nigerian time)** to the email address below:

Email: ikkamara@ecowas.int; with copies to: gdikko@ecowas.int pzidago@ecreee.org eflan@ecreee.org;

The ECOWAS Commission would like to draw the attention of interested consultants to Article 117 of the revised ECOWAS Procurement Code on “Fraud and Corruption”, which provides information on fraudulent or corrupt practices in competition or contract execution. Furthermore, candidates are invited to take cognisance of the specific information on conflict of interest related to this consultancy service, under Article 118 of the revised ECOWAS Procurement Code.

Commissioner for Internal Services