

15 December 2017

TERMS OF REFERENCE

CONSULTANCY SERVICES TO PREPARE CONCEPT NOTE ON ESTABLISHING AND STRUCTURING NBI/NELSAP-CU PROJECT ADVISORY/ACCELERATION UNIT.

The Africa-EU Water Partnership Project (AEWPP) has been jointly initiated by EU, Sweden and the African Ministerial Council on Water (AMCOW). The project seeks to make more public and private capital accessible for water-related infrastructure projects in Africa and to encourage and support African governments to invest in water governance through capacity building related to infrastructure finance. Project implementation is supported by the Stockholm International Water Institute (SIWI) via the SIWI African Regional Centre in Pretoria. Through the AEWPP, SIWI is supporting the NBI/NELSAP in establishing a Project Preparation Facility.

The Nile Equatorial Lakes Subsidiary Action Program (NELSAP) Coordination Unit is a subsidiary investment program of the Nile Basin Initiative that covers the countries of Burundi, Democratic Republic of Congo (DRC), South Sudan, Kenya, Rwanda, Sudan, Tanzania, and Uganda. Its mission is “to contribute to the eradication of poverty, to promote economic growth, and to reverse environmental degradation in the Nile Equatorial Lakes region”. It promotes investments in power generation, power transmission interconnection and power trade, water resources management and development, management of lakes and fisheries, agricultural development, and control of water hyacinth. NELSAP oversees the implementation of the jointly identified Subsidiary Action Programs (SAPs) and promotes cooperative inter-country and in country investment projects related to the common use of the Nile Basin water resources.

The NELSAP facilitates identification, preparation, and resource mobilization and implementation supervision of “Cooperative and Consultative Nile Projects” and builds sub-regional capacity for country implementation of trans-boundary investment projects. NELSAP therefore adds incremental support to national initiatives and focuses on two pre-investment areas of: (i) Natural Resources Management and Development; and (ii) Power Development and Trade. The current portfolio of NELSAP projects includes: Integrated Fisheries, Water Resources Management and Development (WRM &D), River Basin Management and Development, Power Generation, and Transmission Interconnection Power Trade. So far, NELSAP has mobilized over US\$ 90 million for pre-investment preparation of projects and an additional US\$ 930 million for investment in the projects. To this end, NELSAP has prepared number of pipeline projects which were approved for further development by Nile Equatorial Lakes Council of Ministers (NELCOM) in October 2015. From the long list of 71 pipeline projects, a portfolio of 21 have been selected as priority projects for preparation at estimated cost of US\$72 Million dollars and a further 16 prepared investment bankable projects for implementation at a cost of US\$1,925 Million dollars. NELSAP’s business model has so far been based on a dual-funding approach: (i) external program and project funding from financiers/donors; and (ii) operational funding from country contributions. Moving forward, a diversification of resource mobilization has to be explored and approved for implementation that will allow for the establishment of a Project Advisory Unit (PAU) under NBI/NELSAP to fast track delivery of investment projects for preparation and downstream implementation.

It is paramount to take cognizance of the nexus between water, food and energy and most of the development agenda have targets for both. It is also opportune that the NBI/NELSAP is uniquely positioned as its programs address the nexus between Water and Energy under the shared vision “Promote sustainable socioeconomic development through the equitable utilization of, and benefit from, the shared common Nile Basin water resources” which is further supported by the NELSAP The Mission of NELSAP is to ‘contribute to the eradication of poverty, promote economic growth, and to reverse environmental degradation’ in the Nile Equatorial Lakes Region.

One of the critical impediments that the Region is presently facing regarding the acceleration and implementation of the high impact prioritized projects for regional integration and development is the lack of properly structured and well packaged bankable projects to attract funding for implementation. A critical element of such a proposed Project Advisory/Acceleration Unit would be the creation of project development support funding facility to be established on a revolving fund basis to support the packaging and preparation of bankable projects in the Nile Equatorial Lakes region. To this end, an informal consultative meeting of key Cooperative/Development Partners (African Development Bank (AfDB), The World Bank Group (WB), the European Union (EU), Sida, French Development Agency) was held on the sidelines of the recently concluded Nile Basin Development Forum (NBDF) in Kigali and agreed in principle that NELSAP Coordination Unit develops a concept paper for the AfDB to take a lead in mobilizing funding for establishing a Project Advisory/Acceleration Unit at NELSAP-CU in consultation with the Development Partners within the Nile Basin Initiative Framework. To this effect, Stockholm International Water Institute (SIWI) Africa has agreed to finance an individual consultant to support NELSAP Coordination Unit develop the required concept paper.

SIWI seeks to hire services of a professional institutional consultant to prepare a Concept Note for establishing and structuring a Project Advisory/Acceleration Unit at the NBI/NELSAP-CU. The Consultancy Services will be for a period of 30 man-days days starting 24th January 2018. There will be 10 working days contributed by the SIWI Development Finance expert in support of the implementation of the assignment.

Only firms (organisations) may apply for this position. A firm should assign only one Consultant to the project. Only the assigned Consultant’s CV should be submitted as part of this application. The Consultant should have the education and experience outlined below.

Education

Recognized degree (preferably Masters Level) in Financial Management or Development Economics. Knowledge in transactional advisory services and institutional development, structuring of trust funds will be required

Experience

Must be a holder of a Master's degree with post Masters experience of 15 years

- Proven 5 years' experience in project management, and working with financial institutions,
- Experience in structuring institutions related to infrastructure project finance and development
- Proven experience in English editing and writing
- Familiarity with development partners and international organization working procedures
- Experience in working with regional institutions.

Language

Excellent command of English language

Objectives of the consultancy

The main objective of this assignment is to develop a concept paper that will elaborate, justify the benefits of setting up and structuring a Project Advisory//Acceleration Unit at NELSAP-CU of the NBI to accelerate preparation and packaging prioritized bankable projects focusing on the sectors of water resources and power projects, to address the food and energy needs, foster and stimulate regional integration and development in the Nile equatorial Lakes. It will define how the project preparation facility/fund will be administered, fund management and acceleration unit will be staffed and how country projects will be supported on revolving recovery and cost sharing basis.

Specifically, the assignment will involve the following:

1. Reviewing NELSAP Strategic Plan (2017-2022) and NELSAP resource mobilization strategies developed under previous consultancy studies and identify critical gaps which may require to be filled;
2. Examine the models/ documents for the previously established Project Advisory Unit in the South African Power Pool and borrow lessons learned and best international practices that would be relevant and beneficial to securing investment finance for infrastructure projects in the context of the Nile Equatorial Lakes region.
3. Carrying out consultations meetings with Ministries of Finance and Planning, Water, and Energy in selected NELSAP member countries;
4. Carrying out consultation with AfDB, WB, EU, AfD and any potential Cooperating/Development Partner to get their inputs on how best to set-up and structure the proposed Project Advisory//Acceleration Unit.
5. Reviewing the resource mobilization strategies of two (2) other regional organizations (to be agreed with NELSAP CU), and draw lessons learned and best practices in the way they have implemented similar programs and projects through their resource mobilization efforts;
6. Designing a framework for establishing and structuring the Project Advisory/ Acceleration Unit within NBI/NELSAP, clearly stipulating how NELSAP member countries and Development Partners can jointly contribute to the facility and by what percentages;
7. Elaborate on mechanisms and modalities on how to best establish, manage, and staff the Project Advisory//Acceleration Unit at the NBI/ NELSAP CU in Kigali, Rwanda.
8. Elaborate costs for the running and managing a project preparation facility/fund and the initial thresholds for start-up from Cooperating/Development partners with cost projections over a five-year time horizon based on the business case from the NELSAP 5-year strategic plan key projects.

Scope of work

Task 1: Technical review of the NELSAP Strategic Plan (2017-2022) and NELSAP Resources Mobilization Strategy

- i) The consultant will review the NELSAP Strategic Plan 2017-2022 to ensure that the proposed Project Advisory/Acceleration Unit is established under the Objectives and mandates of NELSAP CU;
- ii) NELSAP CU has developed a resource mobilization strategy in 2016/2017. The Consultant will review the strategy to identify key outputs that will need to be incorporated into the PPF; and
- iii) The Consultant will identify and highlight any gaps in both the Strategic Plan as well as the Resource Mobilisation Strategy which are preventing effective implementation and propose ways on how to fill these gaps;

Task 2: Hold Consultations with Selected NELSAP Member Countries and Development Partners

- i. The consultant will hold at least 3 consultations with key NELSAP member countries (to be agreed with NELSAP CU). These consultations will target the Ministries of Finance and Planning, Water, and Energy. The key areas of discussion will include but not be limited to: (i) establishing agreeable levels of funding percentages to be met by the countries; and (ii) developing suggested ground rules for how Nile Equatorial Lakes member countries can access the Project Preparation Facility to accelerate prioritized projects for preparation;
- ii. The consultant will hold consultations with key NELSAP Development Partners including at a minimum the AfDB, WB, EU and also the AFD. The key areas of discussion will include but not be limited to establishing agreeable levels of funding percentages to be met by the Development, as well as guidelines for reimbursement to the funding facility once a project achieves financial close.

Task 3: Structuring Project Advisory/Acceleration Unit at NELSAP-Coordination Unit

- i. The Consultant will elaborate approach establishing and structuring a Project Advisory/Acceleration Unit at the NELSAP Coordination Unit to accelerate preparation of priority regional projects. In particular, examine and make recommendations on the critical staffing for the management and operation of the project preparing facility and acceleration team. This will include identifying the required key staffing covering areas of expertise such as technical, financial, legal, regulatory, transaction advisory, environment, social, financial management and procurement as appropriate.

Task 4: Review relevant Documentation used to justify and establish similar facilities elsewhere

- i. Review in detail the documents and model that established the South African Power Pool Project Advisory Unit and other relevant models in order to ascertain what the crucial elements are to include in order to ensure sustainability and financial independence of the Project Advisory/Acceleration Unit.

Methodology and Level of Effort

The assignment of this consultancy study is expected to be for 30 working days starting 24th January 2018. In addition 10 working days of the SIWI Development Finance expert will be available to contribute to documentation review and participate in consultations. The Consultant will have a total of 5 man-days to review the NELSAP Strategic Plan (2017-2022) and the NELSAP resources mobilization strategy from his/ her offices. S/he will have two (2) missions to NELSAP CU Kigali office for Contract Negotiation and Methodology & Inception Reporting and for final presentation of the concept note. During the initial mission to Kigali, the Consultant will hold consultations with NELSAP team for inputs. Selected NELSAP member countries and Development Partners missions will be agreed during the inception reporting stage. A detailed proposal outlining the methodology will be presented by the Consultant during the negotiation period.

The consultant will present a proposal that will include a methodology (incorporating the use of the 10 days of the SIWI Development Finance expert) and a work schedule to the client. The client will review and accept the proposal prior to the signing of the contract. The accepted schedule will be incorporated in the consultant's contract.

Services, Facilities And Materials To Be Provided By The Client

The Client will provide the following services to the Consultant:

- All available and relevant documentation and studies
- Making all necessary arrangements for supporting the work of the Consultant, by e.g. facilitating access to government authorities and other Project stakeholders as.
- Provision of working office space during data gathering phase and consultations at the NELSAP-CU in Kigali, Rwanda.

Ineligible:

Applicants are ineligible if they are now or have been the subject of conviction by final judgement for any of the following reasons: participation in a criminal organization, corruption, fraud, terrorist offences or offences linked to terrorist activities, money laundering or terrorist financing, or human trafficking and may be ineligible if they are in any of the following situations:

(a) where it has been established by a final judicial or administrative decision that the economic operator is in breach of its obligations relating to the payment of taxes or social security contributions;

(b) where it can be demonstrated by appropriate means that the economic operator is guilty of a violation of applicable obligations in the fields of environmental, social or labour law;

(c) where the economic operator is bankrupt or is the subject of insolvency or winding-up proceedings, where its assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is any analogous situation arising from a similar procedure under national laws and regulations;

(d) where it can be demonstrated by appropriate means that the economic operator is guilty of grave professional misconduct;

(e) where a conflict of interest cannot be effectively remedied by other less intrusive measures;

(f) where the economic operator has been guilty of serious misrepresentation in supplying the information required as a condition of participation in the procurement procedure or has withheld such information;

(g) where the economic operator has undertaken to unduly influence the decision-making process, to obtain confidential information that may confer upon it undue advantages in the procurement procedure or to negligently provide misleading information that may have a material influence on decisions concerning exclusion, selection or award.

(h) where the economic operator is included on a procurement debarment list such as those of the World Bank, the European Development Bank for Reconstruction and Development, the African Development Bank Group, the Asian Development Bank or the Inter-American Development Bank.

Duration

Part time for a maximum of 30 working days from 24th January 2018.

Reporting to

SIWI Programme Manager Ms Ziyanda Mpakama in support of the NELSAP-CU

Application

Please submit the following to Ziyanda Mpakama (Ziyanda.Mpakama@siwi.org) by **Wednesday, 10 January 2018**.

- 1. A curriculum vitae, including two contactable references.
- 2. A brief proposal (maximum two pages) stating how: (i) the prospective Consultant’s experience is suited to the scope of work; and (ii) the prospective Consultant’s interpretation of the scope of work.
- 3. Daily consulting rate in USD based on a time input of 30 working days.

Only shortlisted candidates will be invited for clarification teleconferences and or contract negotiation.

Evaluation

Applications will be evaluated as follows:

Technical

Relevant education	25%
Relevant experience	55%
Proposal	20%
Total	100%

If the technical score is above 70%, the final score will be assessed as follows:

Technical score	65%
Financial score	35%
Total	100%

- A decision and contract offer may be made based only on the proposal submitted without any negotiation. Each initial offer should therefore contain the proposer’s best offer from a technical and cost standpoint
- Shortlisted candidates may be asked to participate in a clarification meeting in support of their applications.
- Any invitation to participate in a clarification meeting shall not be interpreted as a contract offer