



## AFRICAN DEVELOPMENT BANK

Immeuble du Centre de commerce international d'Abidjan CCIA  
Avenue Jean-Paul II 01 BP 1387 Abidjan, Côte d'Ivoire

### REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

Energy, Financial Solutions, Policy & Regulation (PESR) Department  
E-mail: s.sarpong@afdb.org

### RECRUITMENT OF A CONSULTANT FOR THE DIGITIZATION OF REGULATORY ACTIVITIES FOR IMPROVED POWER SECTOR REGULATION IN AFRICA

1. **Assignment:** The African Development Bank (“The Bank”) hereby invites individual consultants to express their interest in the following assignment: *Digitization of Regulatory Activities for Improved Power Sector Regulation in Africa.*
2. **Background and Context:** The Bank has received a request from Electricity Regulatory Authority (ERA) of Uganda (ERA) and the Energy and Water Utilities Regulatory Authority (EWURA) of Tanzania for support to digitalise their regulatory activities enhance their regulatory performance and oversight of the sector. ERA and EWURA are data driven organisations with many levels of communication and interaction with diversified stakeholders the intend to develop and deploy a Database Management System (DBMS) as a one-stop bespoke solution to address key regulatory gaps in Uganda and Tanzania including real time monitoring and interaction with stakeholders (including consumer surveys, reporting, education, etc) as identified by the Bank’s flagship Electricity Regulatory Index for Africa (ERI) report - a diagnostic tool, highlighting key areas in regulatory design and practice that require improvement and reform. In line with efforts to support Regional Member Countries to establish relevant energy policies and clear, predictable, and transparent regulatory framework to ensure financial sustainability of the sector, the Energy, Financial Solutions, Policy & Regulation (PESR) Department of Bank has secured funding from the **Korea-Africa Economic Cooperation (KOAFEC)** Trust Fund to establish DBMS for electricity regulatory authorities in Uganda and Tanzania.
3. **Objectives:** The aim of this phase of the assignment is engage an individual consultant to provide general supervision, coordination, expert advice, and technical advisory and related support for the design, development, supply, testing and deployment of a Database Management System (DBMS) to digitise the regulatory activities of the Electricity Regulatory Authorities of Uganda (ERA) and Energy and Water Utilities Regulatory Authority of Tanzania (EWURA).
4. **Tasks and Deliverables:** the individual consultant is expected to assist the regulators in the design, analysis, and deployment of the DBMS system. Services to be provided under the assignment will entail (i) review and analysis of the regulatory activities and ecosystem of the concerned regulators through interviews, field visits, desktop research to understand the operations and stakeholder network of regulators; (ii) determination of ICT needs of ERA and EWURA for an effective deployment of a DBMS; (iii)

development of technical specifications (including business requirement specifications) of a suitable DBMS components to meet the needs of ERA and EWURA; (iv) providing technical inputs into tender documents and Terms of Reference for the procurement of an ICT vendor/supplier that will carry out the actual development and deployment of the DBMS (v) Supervision of installation and deployment of the DBMS by the Vendor/Supplier, carrying out of a User Acceptance Test (UAT) to validate the built features prior to their deployment (vi) supervising drafting of a user-manual to support end-user implementation, (vii) Development for implementation of a training programme to guide vendor in training user and technical staff on how to operate and maintain the system; (viii) Reviewing and recommending for approval and acceptance a user guide/operational manual in respect of the deployed DBMS

5. **Eligibility**

Applicants for this assignment must be nationals of a Member Country of the Bank.

6. **Expression of interest:** The Bank invites eligible individual consultants to express their interest in providing consulting services to assist the Bank in executing this “Assignment” in the form of Expression of Interest (EOI). The EOI should have the following title: *“Digitization of Regulatory Activities for Improved Power Sector Regulation in Africa.”*

7. **Qualification to perform the consulting services:** Interested consultants are expected to provide information indicating their qualifications (using format in Annex 1) to perform the services such as a demonstrable track record of experience in Database Management or a portfolio with similar and relevant experience with appropriate skills relevant to the assignment. Prior experience in building similar systems will be a comparative advantage.

8. **Required Expertise:** Interested consultants are expected to demonstrate a track record in Information Technology (IT) Business analysis skills, IT project management or Management of Information System solutions particularly in the Energy sector either on the African Continent or in similar jurisdictions and experience in working with multilateral and bilateral development banks (MDBs) is preferred.

9. **Department issuing the request:** Energy Financial Solutions, Policy and Regulations.

10. **Duration of the assignment:** The duration of the Proposed Assignment shall be Eight (8) Man- months over Eighteen (18) Calendar Months. The Commencement Date is anticipated to be July 01, 2022

11. **Place of assignment:** This assignment will be carried out on site in Uganda and Tanzania. The consultant may be required to periodically travel to the beneficiary countries as well as the Bank’s headquarters in Abidjan within the duration of the Assignment subject to prevailing Covid 19 restrictions.

12. **Language of Assignment**

The assignment shall be carried out in English.

13. **Procurement Process:**

- Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the “**Rules and Procedures for the use of Consultants**”.
- Please note that interest expressed by a consultant does not imply any obligation on the part of the Bank to include them in the shortlist. Adherence to the Bank’s Code of Ethics and

Core Values is an essential requirement for this Assignment. The Bank reserves the right to cancel or postpone this procurement process should that be deemed necessary.

14. **Deadline and contact:**

- Interested consultants **may** obtain further information at the email addresses below during office hours: 09:00 – 17:00 GMT.
- Request for clarifications must be sent to the Bank via email not later than later than **Monday, June 6, 2022, at 17:00 GMT**
- Expressions of **interest** must be received in soft copy to the email addresses below no later than **Thursday, June 9, 2022, at 17:00 GMT** and specifically mentioning: ***“Expression of Interest – Digitization of Regulatory Activities for Improved Power Sector Regulation in Africa”***
- Expressions of Interest should be submitted **following the format shared in Annex 1.**

For the attention of: Mr Solomon Sarpong  
 Energy Financial Solutions, Policy & Regulation, Department  
 Power, Energy, Climate Change and Green Growth Complex  
 African Development Bank  
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With copy to:

Ms. Guillaine Neza: [g.neza@afdb.org](mailto:g.neza@afdb.org);

Ms. Allioucha NIANGO: [y.niango@afdb.org](mailto:y.niango@afdb.org)

15. **ESTABLISHMENT OF THE SHORT LIST (EVALUATION PROCESS)**

- A shortlist of three individual consultants will be established at the end the request of expressions of interest. The expressions of interests will be assessed based on the following criteria.

#	Criteria	Score
1	General qualifications and adequacy for the assignment to be undertaken	30
2	Similar experience in the area of expertise of the assignment	40
3	Language Proficiency	10
4	Experience with MDBs and DFIs in the development of corporate strategies	20
	<b>Total</b>	<b>100</b>

- Only shortlisted applicants will be issued the Request for Proposal (RfP) in the next phase of the procurement process.

**ANNEXES:**

**ANNEX 1: Model Curriculum Vitae (CV)**

## ANNEX 1: MODEL CURRICULUM VITAE (CV)

Title of the Assignment:

Department:

Surname:

Birth Date:

Address:

Telephone:

First Name:

Nationality:

Country:

E-mail:

<b>Are any of your family members (spouse/partner, father/mother, Brother/sister, Son/daughter, etc.° employed in the African Development Bank?</b>			Yes <input type="checkbox"/> No <input type="checkbox"/> If « Yes », the following data must be provided
Name	Relationship	Organisation Unit	Place of Assignment

Language Level	Read	Written	Spoken
English	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
French	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
Other (specify)	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent

### Key Qualifications:

Please provide (i) a summary of your experience and training highlighting the most relevant for the proposed assignment, and (ii) the responsibilities which you exercised. Utilize one half-page maximum.

### Education (University Level and above only):

Name of University - City - Country	Period		Diploma Obtained	Main Topic / Major
	From	To		

**Professional Training:**

Name of Training Institution- City - Country	Type of Training	Period		Certificates or Diploma Obtained
		From	From	

**Employment Record:**

Begin with your most recent employment. For each job since your Master’s Degree achievement, please indicate:

- Name of the Employer
- Type of Activity/Business of the Employer
- Title / Function
- Place of Employment
- Brief Description (three lines maximum) of main accomplishments and responsibilities

**Reference:**

Please indicate the name and address of three persons with no family relationship with yourself, familiar with your character and titles.

I hereby certify that the responses which I provided above are all, to the best of my knowledge, true, complete and accurate. I acknowledge that an inaccurate statement or essential omission in a personal declaration or another document required by the African Development Bank might result in the rejection of my application, termination of my Contract or any other administrative sanction by the Bank. The African Development Bank may verify any statements which I made in this application.

Date: \_\_\_\_\_

*Signature:*