TERMS OF REFERENCE (TOR)
For consulting services for the Sahel HDR

GENERAL INFORMATION

Services/Work Description: Recruitment of a consulting firm to develop futures scenarios analysis for the Sahel Human Development Report

Project/Program Title: Sahel Human Development Report: Sustainable Energy for Economic and Climate Security

Duty Station: Home-based

Type of the Contract: Institutional Contract or Contract for Professional Services

Duration: 4 months

Expected Start Date: 20 July 2022

I. BACKGROUND / RATIONALE

The Sahel region, which comprises of Burkina Faso, Cameroon, Chad, Gambia, Guinea, Mali, Mauritania, Niger, Nigeria, and Senegal wields tremendous but untapped opportunities and economic potential. It is considered as one of the richest regions in the world, with a diverse cultural heritage, the world’s youngest and fastest growing workforce, and abundant in natural resources including minerals and great potential for renewable energy. It also stands to tremendously benefit from emerging development opportunities such as the African Continental Free Trade Area, the Protocol on the Free Movement of Persons, and the Single African Air Transport Market. The rise of digital technologies such as the Internet of Things (IoT), Artificial Intelligence (AI), 3D printing, and blockchain technology provide new opportunities to generate new and decent jobs, accelerate financing for Small and Medium Enterprises, help reduce poverty and foster social, economic, environmental and governance transformation.

However, the Sahel is the most unequal and vulnerable region in the world. Challenges such as persistent poverty, high inequality, high underemployment, narrow economic base, severe climate change, weak governance, and chronic violence continue to drive extreme levels of vulnerability in all dimensions of sustainable human development. Not only do they put millions of livelihoods at risk, but they also lead to forced displacement, increase human rights violations, constrain humanitarian access, leave communities without essential assistance, and expose aid workers to increased risks.

The negative effects of exogenous shocks from climate change have had a significant impact on the Sahel region and its people. Rising temperatures (projected to rise by between 2.0°C and 4.3°C by 2080), rising sea levels, declining precipitation and water availability, heat-related mortalities, lingering poor health effects and pollutants from cooking with biomass fuels, and conflicts arising from scarcity are part of the myriad of challenges facing the region.

In addition, the high cost of fossil fuels and the high dependence on unsustainable sources of energy places significant pressure on households, government budgets and economic security, especially for import-dependent energy users. Furthermore, the dependence on imported energy exposes the region to supply shocks and pass-through inflation from global shocks.
Currently, the 10 Sahel countries continue to face a severe energy crisis, with half of the population (168 million people) lacking access to electricity while 89% of the population (298 million people) lacks access to clean cooking technologies and fuels. The energy deficit has far-reaching consequences, preventing both the provision of quality basic services like healthcare and education, and effective business development, in a context already marked by insecurity, multidimensional fragility, and vulnerability to climate change and other shocks.

For the Sahel to reach its development potential, access to energy needs to be dramatically increased, in a way that ensures the sustainability, affordability and equitability of energy services. With the region’s renewable energy potential, there is an opportunity for the Sahel countries to leapfrog to a more sustainable energy pathway for new energy generation and progressively transform their energy systems away from traditional fossil-fuel based solutions. For it to happen and bring all the expected benefits, this energy transition needs to make economic sense and be “just”, putting human development at its center.

The proposed Sahel HDR will undertake an extensive review of the Sahel’s sustainable development progress with emphasis on the contribution of energy as an enabler to the achievement of the SDGs goals. With an overview of the last decade and an analysis of domestic and external impediments, the energy sector evolution in the Sahel region will be assessed and its contribution to human development and SDG achievement evaluated.

The possible trajectories of a sustainable energy transition for the Sahel will be investigated considering the potential offered by the discoveries of gas and other fossil sources of energy in the region. The trade-off between the exploitation of fossil fuels (in particular natural gas) for development needs and the fight against climate change will be at the heart of the definition of possible energy transition trajectories towards the achievement of the SDGs.

The Sahel HDR will be focused on three main topics:

- Human development trends in the Sahel
- Sustainable energy transition trends in the Sahel
- To analytically model human development futures of the Sahel under different energy transition dynamics and scenarios using prospective model.
- To provide concise and practical recommendations for national governments, regional organizations, and global development partners for better planning and management of challenges and opportunities in the region.

The 2022 Sahel regional HDR will provide a comprehensive review of the region’s sustainable development progress in different dimensions and provide clear policy guidance to put the region back on track towards achieving human development. The analysis will be based on prospective model that presents different scenarios to explore a set of alternative futures, based on differentiating assumptions around the consequences of today’s events and policy decisions on medium to long-term development across a wide set of indicators and topical domains in the Sahel. The model will allow the comparison of a business-as-usual scenario based on current energy and climate change trends in the Sahel vis-à-vis alternative scenarios that consider different energy transition mixes for the Sahel to achieve the SDGs and the Agenda 2063 goals. The report will shed light on the different policy options to accelerate progress towards more inclusive, sustainable, and resilient development in the Sahel as well as strategies to navigate potential obstacles and make the most out of emerging opportunities.
II. OBJECTIVES OF THE SERVICE / WORK

a. Provide human development trends across the region under different scenarios focusing on energy transition questions.

b. Undertake an analysis of different energy mix transitions scenarios for the Sahel with a prospective (future foresight) model considering different energy mix transition for the region. Three scenarios could be considered. First, a scenario that pursues a current path of development that is largely fossil fuel based considering the natural resource prospects for the Sahel in the coming years. Second, a scenario that reflects a significant investment in renewable energy, but investments that are over-weighting development goals over sustainable ones. A third scenario could focus on developing the underlying enabling environment that would allow for renewable energy investments to work synergistically with other development dynamics, leading to overall improved human development and reduced carbon emissions.

c. The comparison of these scenarios will help in exploring the ways in which different sustainable energy transitions play a critical role on long-term human development trajectories for the Sahel region.

III. EXPECTED OUTPUTS / DELIVERABLES

Support the preparation of the Sahel regional HDR, in particular:

a. Deliver a study on human development trends under different scenarios focusing on energy transition questions.

b. Deliver a study based on a future foresight model on the different energy mix transitions scenarios for the Sahel considering the three scenarios described above.

c. Provide a quality assurance review of the chapter of the Sahel HDR derived from the study based on the future foresight model.

IV. DURATION AND TIMEFRAME OF THE WORK / DELIVERABLES / OUTPUT

a. The location for the work is home-based. Travel may be required to New York for the finalization of the report and will be covered following UNDP standard rules for mission.

b. The consultant will report on the activities undertaken with respect to the deliverables specified above and any task required by the supervisor(s).
<table>
<thead>
<tr>
<th>No.</th>
<th>Deliverables</th>
<th>Location and action to be undertaken</th>
<th>Duration (approx.)</th>
</tr>
</thead>
</table>
| 1   | Deliver a study based on a future foresight model on the different energy mix transitions scenarios for the Sahel considering climate change evolution for the region  
Deliver a study on human development trends under different scenarios focusing on energy transition questions. | Home-based                           | 3 months           |
| 2.  | Provide a quality assurance review of the chapter of the Sahel HDR derived from the study based on the future foresight model                                                                                      | Home-based                           | 1 months           |

**Total working days**  
4 months

**V. INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS**

a. Reporting will be done to Mr. El Hadji Fall.
b. The consultant will work in close collaboration with the UNDP Strategy Analysis and Research Team and the Sahel Team.
c. Reporting is to take place once, at the end of the assignment.
d. The service provider is not expected to liaise or interact with any other institutions, organizations or individuals during the assignment unless requested by this role.

**VI. PAYMENT MILESTONES AND AUTHORITY**

Payments will be made based on the successful completion of the deliverables listed below, subject to quality control and validation by the Task Team Leader. Based on the comments and recommendations received, deliverables may need to be updated and finalized prior to formal approval and payment.
<table>
<thead>
<tr>
<th>Installment of Payment/ Period</th>
<th>Deliverables or documents to be Delivered</th>
<th>Approval should be obtained from:</th>
<th>Percentage of Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; Installment</td>
<td>Deliver a study based on a future foresight model on the different energy mix transitions scenarios for the Sahel taking into account climate change dynamics for the region. Deliver a study on human development trends under different scenarios focusing on energy transition questions.</td>
<td>Mr. El Hadji Fall</td>
<td>70%</td>
</tr>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Installment</td>
<td>Provide a quality assurance review of the chapter of the Sahel HDR derived from the study based on the future foresight model.</td>
<td>Mr. El Hadji Fall</td>
<td>30%</td>
</tr>
</tbody>
</table>

**VII. CONSULTING FIRM REQUIREMENTS**

a. Qualification of Consulting firm

- Demonstrable evidence in economic modeling of long-term futures with quantitative tools.
- Experience providing multi-disciplinary/sectoral long-term futures analysis including human development lens.

b. Qualification of Key Personnel

**Team Leader: (CVs demonstrating qualifications must be submitted)**

- A minimum of an earned master’s degree in economics, development economics or related field. A PhD is preferable.
- A minimum of 10 years post-graduation work experience in economic research/analysis/statistics/econometrics in the public sector, private sector or NGO. Similar work experience in Africa is an advantage.
- Experience in research and data analysis.
- Experience in report writing of similar assignments.
- Good knowledge of development and economic and policy frameworks, energy sector, climate change and risk management.
• Good drafting, substantive editing and reviewing ability of policy/research/technical documents.
• Previous work experience with UNDP, World Bank, IMF, European Union and other donor agencies is an asset.
• Excellent written and spoken English.
• Ability to work independently under a well-defined consultancy framework.
• Attention to detail, ability to work in teams, and under tight deadlines.

**Additional support:** CVs demonstrating qualifications must be submitted.

• A minimum of an earned master's degree in economics, development economics or related field. A PhD is preferable.
• A minimum of 5 years post-graduation work experience in economic research/analysis/statistics/econometrics in the public sector, private sector or NGO. Similar work experience in Africa is an advantage.
• Experience in development/public policy/statistical modelling.
• Experience in research and data analysis.
• Excellent oral and written communication skills in English.

**VIII. Evaluation Criteria**

The candidates will be evaluated against a combination of technical and financial criteria, using the Combined Scoring Method. Maximum score is 100% out of which technical criteria equals 70% and financial criteria equals 30%.

The technical evaluation will include the following:

<table>
<thead>
<tr>
<th>Selection Criteria</th>
<th>Max Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Degree in degree in economics, development economics or related field. A PhD is preferable. For the Lead consultant</td>
<td>10</td>
</tr>
<tr>
<td>Advanced Degree in degree in economics, development economics or related field. A PhD is preferable. For the other member of the team</td>
<td>10</td>
</tr>
<tr>
<td>10 to 15 years relevant professional experience in development/public policy/statistical prospective models</td>
<td>30</td>
</tr>
<tr>
<td>Previous work experience with UNDP, World Bank, IMF, European Union and other donor agencies</td>
<td>30</td>
</tr>
</tbody>
</table>
Experience in modeling, analyzing, the energy sector, climate change and risk management | 20

Total | 100

IX. INSTITUTIONAL ARRANGEMENTS

The consultant will work under the guidance of the Chief Economist and Chief Strategy, Analysis and Research Team of RBA and direct supervision of UNDP Strategic Advisor Mr. El Hadji Fall, in conducting the work.

X. CONFIDENTIALITY AND PROPRIETARY INTERESTS

The consultants shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the consultancy without prior written consent. Proprietary interests on all materials and documents prepared by the consultants under the assignment shall become and remain properties of UNDP. The responsibility for the publication of the Sahel HDR rests with the UNDP Regional Bureau for Africa. This assignment will be administrated by the United Nations Development Programme (UNDP), and all relevant UNDP rules, policies and procedures will apply.

This TOR is approved by:

Name: El Hadji Fall

Designation: Strategic Advisor, Strategy, Analysis and Research Team, UNDP Africa

Signature: ____________________________

Date Signed: 07/11/2022
FORM FOR SUBMITTING SERVICE PROVIDER’S PROPOSAL

(This Form must be submitted only using the Service Provider’s Official Letterhead/Stationery)

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date], and all its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions:

A. Qualifications of the Service Provider

The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following:

a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;

b) Business Licenses – Registration Papers, Tax Payment Certification, etc.

c) Latest Audited Financial Statement for the 3 past years (2017, 2018, 2019) – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc.;

d) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contact references;

1 This serves as a guide to the Service Provider in preparing the Proposal.

2 Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes.
e) Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.

f) Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.

B. Proposed Methodology for the Completion of Services, including modeling approach

The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

C. Qualifications of Key Personnel

If required by the RFP, the Service Provider must provide:

a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;

b) CVs demonstrating qualifications must be submitted and

c) Written confirmation from each personnel that they are available for the entire duration of the contract.

D. Cost Breakdown per Deliverable*

<table>
<thead>
<tr>
<th>Deliverables [list them as referred to in the RFP]</th>
<th>Percentage of Total Price (Weight for payment)</th>
<th>Price (Lump Sum, All Inclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Support the preparation of a technical background document from the IFs model</td>
<td></td>
<td></td>
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<tr>
<td>2 Support Sahel regional HDR chapters drafting</td>
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<tr>
<td>Total</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>

*This shall be the basis of the payment tranches

E. Cost Breakdown by Cost Component [This is only an Example]:


<table>
<thead>
<tr>
<th>Description of Activity</th>
<th>Remuneration per Unit of Time</th>
<th>Total Period of Engagement</th>
<th>No. of Personnel</th>
<th>Total Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>I. Personnel Services</strong></td>
<td></td>
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<tr>
<td>Services from Home Office</td>
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</tr>
<tr>
<td>a. Team Leader - mandatory</td>
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<td>1</td>
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<tr>
<td>b. Other experts - optional</td>
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<tr>
<td><strong>II. Out of Pocket Expenses if applicable</strong></td>
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<tr>
<td>1. Communications</td>
<td>lumpsum</td>
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<tr>
<td>2. Reproduction</td>
<td>lumpsum</td>
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<tr>
<td>3. Equipment Lease</td>
<td>lumpsum</td>
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<tr>
<td>4. Others</td>
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</table>

[Name and Signature of the Service Provider’s Authorized Person]
[Designation]
>Date]