TERMS OF REFERENCE

Development of the Regional Electric Mobility (E-mobility) Policy, Strategies and Action Plans for ECOWAS Member States

ECOWAS CENTRE FOR RENEWABLE ENERGY AND ENERGY EFFICIENCY
CENTRO PARA AS ENERGIAS RONOVÁVEIS E EFICIÊNCIA ENERGÉTICA DA CEDEAO
CENTRE POUR LES ENERGIES RENOUVELABLES ET L´EFFICACITÉ ENERGÉTIQUE DE LA CEDEAO

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Job Title: Development of the ECOWAS E-mobility Policy, Strategies and Action Plans

Type of contract: International Consultancy

Consultant Level: Senior Consultants

Firms are not eligible for this consultancy assignment

Expected Start Date: Immediately after Signing the Contract

Duration of Assignment: Six (6) months

Duty Station: Home based

I. INTRODUCTION

1.1. Background

The ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE) was established as a specialized agency of ECOWAS through Regulation C/REG.23/11/08 in 2008 and officially headquartered in 2010 in Praia, Cape Verde, following a Headquarters Agreement with the Government of Cabo Verde. ECREEE, by its mandates, is responsible for the development and promotion of renewable energy and energy efficiency in the ECOWAS region as well as enhancing energy access and security, building regional capacity, harmonizing policies, and mobilizing resources.

To advance its goals, ECREEE introduced and facilitated the adoption of the ECOWAS Renewable Energy Policy (EREP) and Energy Efficiency Policy (EEEP) in July 2013, laying the groundwork for regional progress in clean energy. It has also launched key initiatives, including the ECOWAS Bioenergy Policy (EBP), ECOWAS Green Hydrogen Policy and Strategy Framework (EHP), and Gender Mainstreaming in Energy Access Policy. These efforts aim to drive sustainable energy development, ensuring energy access, security, and environmental sustainability across West Africa.

Since its establishment, ECREEE has not only led EE and RE sector policies initiatives but also supported ECOWAS member states in developing and implementing national action plans and projects aligned with regional renewable energy and energy efficiency goals. As the regional hub for RE and EE, it coordinates stakeholders, builds capacity, and assists governments in operationalizing policies. In the area of sustainable mobility, ECREEE, with GIZ support, has initiated programs to advance electric vehicles in Cabo Verde. This Cabo Verde initiatives is a successful story today and the lessons learnt is worth deploying in other ECOWAS member states through regional policy and action plans.

As recommended by its 2023-2027 Strategic Plan, ECREEE is collaborating with sector directorates in Transport, Energy and Environment to develop and adopt a Regional E-mobility Policy and Strategy, promoting the transition to electric mobility across the ECOWAS region.

Figure 1: Areas of operationalization as part of the ECREEE's Strategic Plan

As part of its commitment to sustainable transport and energy efficiency (Figure 1 refers), ECREEE launched the Energy Efficiency in Transport and E-Mobility Sub-Programme to:

- promote low-carbon and energy-efficient transport solutions across ECOWAS.
- assess e-mobility readiness across ECOWAS member states.
- identify policy and financial barriers affecting EV adoption.
- support the development of national strategies for e-mobility implementation.

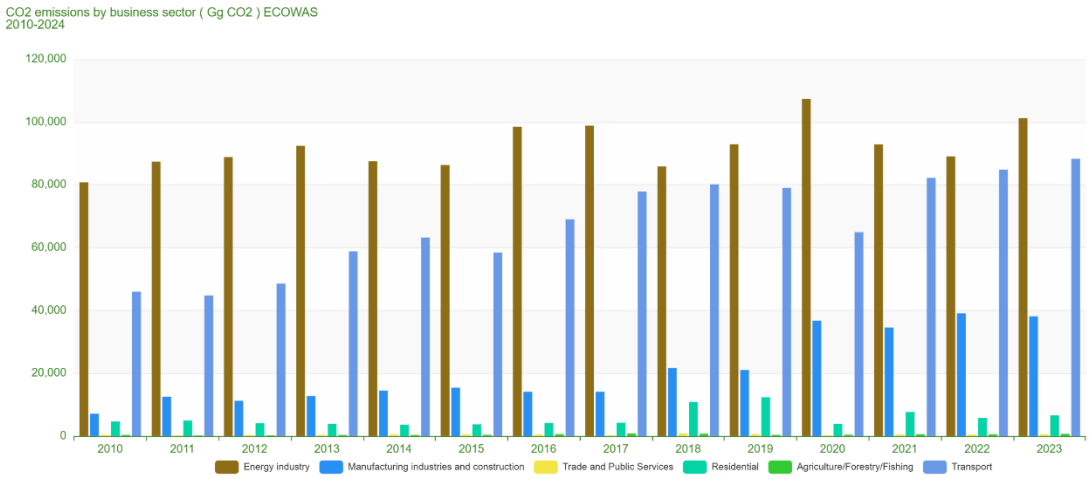
In the area of transportation, the Directorate of Transport of the ECOWAS Commission under Article 32 of the ECOWAS Revised Treaty of 1993 coordinates the preparation and implementation of common transport policies, laws and regulations towards providing an efficient, affordable and well-connected transport infrastructure and services, to support regional integration and economic development. As part of its priorities, the Directorate seeks to pursue a harmonized regional drive to ensure efficient fleets and vehicles are used in the region's road, air, maritime and rail transportation modes. To achieve this objective, there is a need for a critical look at innovative and modern greener trends in the supply of transport in the respective transport modes.

Also, the Directorate of Energy and Mines of the ECOWAS Commission plays a key role in the other energy sector by ensuring the coordination and harmonization of Member States policy and program. From the ECOWAS updated Energy Policy[1], the vision set for the energy sector toward 2050 is "A Community with access to modern, affordable, reliable and sustainable energy services for improved living standards and socio-economic development".

1.2. Rationale for the project

Based on data from the ECOWAS Energy Information System (EIS-ECOWAS) between 2019 and 2023, the energy sector, road transport which accounts for 99% of transport sector emissions is the second highest CO2 emissions producing sector (comes after the energy industry with 37 % of CO2 emissions (87,413 Gg)).

[1] https://www.ecreee.org/download/97/policies-documents/17431/ecowas-energy-policy-en.pdf



Source : EIS-ECOWAS (https://eis.ecowas.int/rapport/rapports/2)

Also, the ECOWAS region is experiencing rapid urbanization, economic growth, and population expansion, leading to increased energy demand and the current transport system contributes heavily to pollution and inefficiency. Currently, the transport sector is fossil fuel dependent and one of the major contributors to air pollution and GHG emissions in the region. This current transportation system presents challenges and calls for more affordable and sustainable alternatives through the development and adoption of Electric mobility (e-mobility) in the ECOWAS region. E-mobility offers a sustainable and low-carbon solution to address these challenges while reducing dependency on fossil fuels and promoting regional energy security.

In addition, E-mobility presents a critical pathway towards achieving sustainable transport systems and advancing renewable energy integration and it is necessary that the region start working on its development and adoption earlier. Globally, the transition to electric mobility is being accelerated by advancements in battery technology, increasing renewable energy penetration, and supportive policy frameworks and the ECOWAS region ought to deliberately prepare. For ECOWAS, adopting e-mobility aligns with regional goals for sustainable development, reduced emissions, and the promotion of energy efficiency in transport and since this required a multifaceted action, ECREEE will lead and coordinate a regional programmatic approach with the Directorates of Transport, Energy & Mines, Environment & Climate Change, etc.

II. CONTEXT

Following the successful integration of sustainable mobility in Cabo Verde, ECREEE within the framework of the project entitled “Integration of electric mobility with renewable energy solutions in Côte d'Ivoire” (UNIDO Project ID: 220103 - GEF ID: 11042), will first support Côte d’Ivoire in the development of a strategy and action plan for e-mobility and also conduct capacity-building activities. This project will only assist to advance e-mobility actions in Côte d’Ivoire.

For the ECOWAS region, it is worth noting that there have been scattered initiatives by some Member States and partners with emphasis on the de-carbonization of the transport sector. This regional e-mobility policy, action plans and strategy will aim to harmonize efforts across ECOWAS member States, reduce policy and regulatory barriers, and stimulate investment in electric vehicles (EVs), charging infrastructure, and supporting industries. The aim is that a harmonized regional approach can help to address existing barriers

more effectively and at lower cost. It can promote equal progress and standards between countries and create the needed economies of scale to influence international vehicle supply chains and investments in charging infrastructure and e-mobility based business models. On a regional level, the policy will address the nexus between the ECOWAS Renewable Energy Policy (EREP), Energy Efficiency Policy (EEEP), Environmental and Transport Policies of the region. The programmatic approach will scope the situation of ECOWAS Member States with national policies, and those that are yet to commence. The policy will also assess pioneering e-mobility countries and study the approach in advance countries (e.g. USA, China, EU including Norway, Germany, etc.) and actions undertaken within the Global Network of Regional Sustainable Energy Centers (GN-SEC).

By considering the changing policy environment for Internal Combustion Engine Vehicles (ICEVs) and the pace of EV cost reductions (CAPEX), due to dropping battery prices, the standard electric car reaching cost parity and it is projected that by 2040, 35% of new car sales globally and 25% of the world's car fleet will be electric cars. If based on locally available renewable energy sources, e-mobility offers an opportunity to decrease fossil fuel imports and spending (contributes to energy security), to enhance transport affordability (due to lower OPEX of EVs), to localize parts of the transport value chain and to reduce air, noise and GHG emissions.

E-mobility can represent a paradigm shift in the ECOWAS region if the technical characteristics and regulatory frameworks of the transport and power sectors are smartly integrated. This requires both close cooperation between key stakeholders in the power, transport and environmental sectors, as well as strengthening their technical capacities. Combined with the latest digital innovations (e.g. internet of things devices) and the shift of vehicle ownership to shared modalities, e-mobility concepts open up opportunities for new business models, such as vehicle-to-grid (V2G) and grid-to-vehicle (G2V) services. A number of developing countries have also started to assemble basic EVs locally (e.g. 3&4wheelers) and ECOWAS region is not an exception.

Due to the complexities in the power and transport sectors, e-mobility faces manifold barriers on the demand (consumer) and supply(ier) side. Some of these barriers originate from policy and regulation (incl. standards), lack of monetary and non-monetary incentives (incl. fossil fuel subsidies and high duties/taxes on car imports), weak coherence and integrated planning in the transport and power sectors, technical limitations (e.g. grid stability), lack of knowledge and data planning, qualification and certification gaps, lack of locally available EVs and latest technology innovations, economic and financial constraints (e.g. higher CAPEX of EVs, cost of charging infrastructure), non-availability of tailored and tested financial/insurance products and business models.

The development of this Regional Policy, Strategies and Action Plans for e-mobility is core to the objectives of ECOWAS, as it relates to energy efficiency and efficient and environmentally friendly transport delivery.

III. OBJECTIVES

3.1. Overall objective of the assignment

The objective of this assignment is to develop the ECOWAS E-Mobility Policy, Strategy and Action Plans that provide a structured, practical, and actionable framework for electric vehicles (EV) adoption, infrastructure development, harmonization of legal frameworks and investment mobilization across ECOWAS Member States. The policy will create an enabling environment to promote the adoption of electric vehicles and supporting infrastructure, reduce transport-related emissions, enhance energy efficiency across the region, provide opportunity for green jobs for youth and women and contribute to the resilience of transport infrastructures and the reduction of greenhouse gas emissions.

3.2. Specific objectives

The consultant will:

i. assess the current state of electric mobility in ECOWAS Member States, including existing policies, regulatory frameworks, and market conditions.
ii. identify barriers to e-mobility adoption, including technical, financial, legal, and institutional challenges and opportunities.
iii. propose a draft regional policy and regulatory framework for e-mobility, including recommendations for harmonizing standards, incentives (rebate and tax removal), and financing mechanisms.
iv. propose a mechanism to promote the ECOWAS Region as a sustainable E-Mobility market for assembling and technical capacity building for the rest of Africa
v. investigate and analyse local technical capacity and skills across the E-mobility Value Chain
vi. draw an alignment between the ECOWAS policy and international best practices, particularly those in emerging markets and regions with similar socio-economic characteristics.
vii. recommend an implementation sustainable strategy that includes capacity-building measures, public awareness campaigns, and mechanisms to attract private sector investment.
viii. facilitate regional consultations, validation workshops and all related activities for reviewing and endorsing the draft policy, and related ECOWAS statutory approvals.

IV. SCOPE OF WORK

The assignment will include the following activities:

i. Conduct a detailed diagnosis and assessment of the current situation on e-mobility in the region. The diagnostics will include a thorough review of existing policies, strategies, and initiatives related to e-mobility in ECOWAS Member States. This will include their adequacy and effectiveness in line with good practices, with a dedicated section of the report highlighting each country's baseline, referencing how Ghana as an example tackled "Key Issues" (Ghana Policy, p. 9).
ii. Engage stakeholders through consultations and interviews to gather insights and identify barriers to e-mobility adoption.
iii. Review global best practices in e-mobility policy and assess their applicability to the ECOWAS context.

iv. Develop policy recommendations addressing all the essential components of e-mobility as relates to international good practices. The policy recommendations will cover, but not limited to the following:
    - EV standards and regulations.
    - Incentive mechanisms for EV adoption and manufacturing.
    - Charging infrastructure financing and development Strategy.
    - Sustainable management of E-Mobility support systems
    - Regional Financing options to decarbonize transport in the region
    - Ensure proper management of waste from the deployment of E-Vehicles
    - Integration of renewable energy with e-mobility systems.
    - Gender and social inclusion in e-mobility programs.
    - Support for Research and Development

v. Propose an action plan short, medium and long term for EV adoption

vi. Outline and propose pilot projects and demonstration programs for early implementation as proof of concept

vii. Recommend a regional institutional coordination mechanism for the policy and identify capacity-building measures and public awareness campaigns.

viii. Develop an investment mobilization strategy for private sector participation.

ix. Organize the required regional validation workshops to review and refine the draft policy.

x. Finalize the policy and action plan based on stakeholders' feedback.

4.1. Task 1: Market and Policy Assessment Report

In order to inform the ECOWAS Regional Energy and Transport Ministers' Meeting on the social, economic and environmental opportunities/benefits and risks/costs of integrated e-mobility and renewable energy power scenarios in ECOWAS, the experts in line with Section 3 (i) above, will prepare an assessment report following its analysis, describe the benchmark, research, conduct of a literature review of existing policies, strategies, and initiatives related to e-mobility and battery market in ECOWAS Member States. The market and policy assessment report will also cover the following:

a. Stakeholders' consultations and interviews to gather insights and identify barriers to e-mobility adoption and review global best practices in e-mobility policy and assess their applicability to the ECOWAS context.
b. Provide an overview on existing renewable energy and e-mobility targets, policies and markets. The assessment and analysis will consider but will not focus on other aspects of efficient transport (e.g. fuel efficiency standards, behavioral change, shared mobility). The assessment report include sections to highlight each Member States' baseline.
c. Incorporate the entire value chain of e-mobility (EV sales, mobility services, installation and maintenance of charging infrastructure, charging station operations, V2G, G2V, V2B services, second-life storage) including battery lifecycle management including quality standards, recycling and second-life applications. It will primarily focus on land/road transport options, including battery electric vehicles (BEV), hybrid electric cars (HEC) and plug-in hybrid electric vehicles (PHEV). It will consider light-duty vehicles (passenger cars, 2- and 3-wheelers), as well as heavy-duty vehicles (e.g. trucks, busses).
d. Take into account the different requirements and business cases of e-mobility with regard to commercial and private uses (freight, taxis, private and public buses), integrating Just Transition

principles for informal transport workers (motorcycle taxi operators, minibus drivers) and gender-disaggregated analysis.

e. Present the potential economic benefits created on macro- and micro-level through fuel costs savings over the vehicle lifetime (usually 15 to 20 years in the case of e-cars in comparison to 10 to 15 years for ICEVs), localized parts of the value chain and new business models (e.g. servicing, charging, V2G and G2V services).
f. Assess the potential environmental benefits through reduced air, noise and GHG emission reductions. Due to the higher efficiency of EVs (90% to 95% in comparison to 20% to 30% of ICEVs), they generate less GHG emissions even in the case of high fossil fuel penetration rates. In this context, the assessment report will take a closer look at the cost-effectiveness of small-scale e-ferries and e-boats in the small-scale fishery sector.
g. Assess and describe the potential benefits of shifting vehicle ownership to shared mobility and digitalized mobility-as-a-service (MaaS) concepts.
h. Identify the main barriers and risks for the uptake of integrated renewable energy power and e-mobility markets and provide recommendations on how a regional programmatic approach could help to address them.
i. Identify practical experiences of institutional and legal frameworks in harmony with realities in the ECOWAS region.

4.2. Task 2: Training of stakeholders

The Experts shall design and deliver a hands-on training at CERMI, Praia, Cabo Verde focused on e-mobility policy design, EV-grid integration, charging infrastructure planning, financing options, and M&E for stakeholders in Côte d'Ivoire, extended to ECOWAS Member States, subject to availability of fund.

Pre and post-training evaluations will be conducted to assess capacity improvement, and training materials will highlight key learnings, success stories, and barriers for future adaptation.

4.3. Task 3: Regional Policy

Based on the findings and recommendations of the assessment report, a regional policy document outlining the short-term and long-term vision of ECOWAS with regard to integrated e-mobility and renewable energy power markets will be developed. The policy should align with the objectives of the ECOWAS Vision 2050 as well as sector policy documents especially EREP, EEEP, Environment and Transport. The policy will be an important nexus contribution to these existing regional policies and complement existing national renewable energy policies and roadmaps. It will propose regional e-mobility targets for the ECOWAS region by 2030 and 2050 with intermediate milestones and country-specific targets based on the typology approach from Task 1.

The Policy will also include a regional implementation and monitoring framework with concrete priority actions that need to be developed with the Member States including establishment of a Regional e-Mobility Technical Group with national representatives and regional energy regulators, and development of model policy templates and regulatory guidelines for member states to adopt.

4.4. Task 4: Strategies and Action Plans

The experts will develop Strategies and Action Plans with proposed projects and interventions for E-Mobility. These action plans will include measurable indicators for five-ten years to be developed with all ECOWAS Member States and will also include a clear stakeholders mapping showing responsibilities of regional Agencies and Sector Directorates at the ECOWAS Commission as well as national focal points, energy regulators, private sector representatives, and civil society organizations.. The Action Plans and Strategies will recommend an efficient institutional arrangement for regional knowledge, skills and services on the promotion of e-mobility markets in ECOWAS, bearing in mind the lead role of ECREEE. It will include a capacity needs assessment of ECOWAS sector Directorates and Agencies to inform a robust capacity building mechanism to ensure effective implementation.

The Strategies and Action Plans will address existing barriers through targeted regional and national actions in the areas of policy and regulation, knowledge management and awareness, qualification and certification, demonstration of technology and business models, as well as the promotion of investment, entrepreneurship and innovation. **The experts are expected to identify projects (project template will be provided) that would be integrated into the EE and RE Master Plan for possible preparation through preinvestment studies and selection of private partners for the deployment of e-mobility infrastructures (charging stations, battery swapping, renewable energy microgrids) and introduction of green bond frameworks and carbon credit mechanisms for e-mobility investments.**

4.5. Task 5: Monitoring & Evaluation Framework

The experts will propose a regional M&E framework to ensure follow-up with Member States and regional actors. (e.g., yearly data reporting to ECREEE, key performance indicators for EV registrations, GHG reductions, etc.).
The framework will go beyond activity-level metrics to focus on impact indicators including CO_2 emissions reduction, cost savings, employment creation, and energy mix diversification.
The M&E framework will include:

- Performance indicators disaggregated by gender, location, and vehicle type
- Regional data repositories with open data sharing protocols
- ECOWAS monitoring platform for EV registrations, charging station deployment, and GHG indicators
- Investment requirements for national statistical system strengthening to address baseline data gaps
- Specific indicator for "% of green jobs occupied by women/youth" in the M&E framework

The framework will establish standardized yearly reporting protocols to ECREEE with templates for data collection and include adaptive management protocols for continuous improvement.

V. EXPECTED OUTPUTS, DELIVERABLES AND OUTCOMES

5.1. Outputs

i. A comprehensive assessment and diagnostic report, with clear findings and showing a detailed outlook of the E-mobility situation on ECOWAS presently. This diagnosis will highlight areas, components and elements to be considered in the regional policy document.
ii. Regional e-Mobility Policy, providing a clear roadmap for e-mobility adoption in the ECOWAS region.
iii. Strategies and Action Plans for the implementation of the Policy as well as a Roadmap for harmonization and standardization of National Energy policy frameworks on e-mobility in the ECOWAS region
iv. Strategic financing and development framework for infrastructure to support for E-Mobility Uptake in ECOWAS region by the private sector
v. Regional Institutional Framework for coordinating the implementation of the Policy and Action Plan
vi. Monitoring & Evaluation Framework

5.2. Deliverables

i. Inception Report: Detailed methodology, work plan, and timeline.
ii. Assessment Report: Analysis of the current state of e-mobility in the ECOWAS region, including technical analysis, policy gaps, market barriers and all related risks.
iii. Draft Regional Policy: A draft policy document outlining regional targets, regulatory frameworks, and guidelines for member states.
iv. Strategies and Action Plans: A strategy and programme document with actionable recommendations, financing options, and capacity-building measures.
v. Monitoring & Evaluation Framework
vi. Training Report and materials: A comprehensive report summarizing capacity-building activity conducted.
vii. Validation Workshop Report: A summary of stakeholder consultations and feedback.
viii. Final Documents: The finalized policy, action plans and related strategies (All reports in English and French and then translated into Portuguese).

All reports and deliverables will be submitted in Microsoft Word or the related source file format (editable) and the PDF version.

5.3. Outcomes

i. Well-coordinated regional approach to the development and application of e-mobility to support the movement of persons, goods and services
ii. Increased readiness among member states to adopt and implement national e-mobility action plans.
iii. Enhanced awareness and capacity among stakeholders to support implementation of e-mobility projects.

VI. DELIVERABLES AND TIMELINE

The assignment will be conducted in 47 working days distributed over 6 months.

Deliverables	Timeline (Weeks)	Working days (w/d) spread over 4 months
Signing of Contract	W0	N/A
Kick-off meeting *(Virtual Meeting)*	W0+1 week	1 day Home based
Inception Report	W0+2 weeks	2 days Home based
Draft Diagnostic and Assessment Report	W0+8 weeks	10 days Home based
Validation Workshop for the Draft Diagnostic and Assessment Report *(Virtual Meeting)*	W0+10 weeks	1 day Home based
Final Diagnostic and Assessment Report	W0+11 weeks	N/A
Draft Regional Policy, Strategy and Action Plan	W0+15 weeks	10 days Home based
Validation Workshop for the draft Policy, Strategy and Action Plan *(In person Meeting)*	W0+19 weeks	3 days in an ECOWAS country
Training (Cote d'Ivoire UNIDO-GEF Stakeholders)	W0+ (tbc) weeks	5 days Home based
Training Report	W0+ (tbc) weeks	5 days Home based
Final Policy, Strategies and Action Plans	W0+24 weeks	10 days Home based
TOTAL	**6 months**	**47 working days**

The activities under this contract should be completed within a period of 6 months from its countersignature. A total amount of 47 working days within this period is foreseen. The assignment may require mainly desktop work and may include also about three (3) trips to the ECOWAS region.

NB: The cost of the e-mobility Policy Expert trip (Hotel, Air tickets and Per Diem) will be covered by ECREEE. The cost associated with the organization of the meetings/workshops/Training will be covered by ECREEE.

VII. REQUIRED EXPERTISE AND QUALIFICATIONS

This specific terms of reference is seeking to recruit a team of two experts, i.e., E-mobility Policy Expert, with expertise in e-mobility policy and strategy development, who will be Team Lead, and an Energy Finance and Investment Expert, who will report to e-mobility Policy Expert, to engage stakeholders in the development and application of e-mobility policy, strategies and action plans, and identify financing instruments available for identified e-mobility opportunities.
The consulting team should include:

- **E-mobility Policy Expert (lead)** – Advanced degree in engineering, sustainable mobility/energy, or related field with at least 10 years of experience in policy /strategy development including e-mobility, especially in Sub-Saharan Africa. Must have led or actively participated in at least 2 similar projects (E-mobility Policy/Strategy/ EV-grid integration and power planning) over the past 10 years. The lead is required to have a support from Energy Finance and Investment Expert.
- **Energy Finance and Investment Expert** – Degree in finance, economics, or public policy with 5+ years of experience in finance and investment, PPPs, and incentive structuring in a developing country context.

Relevant Experiences and competencies of the experts

- Proven experience in developing national or regional policies, particularly in transport and energy.
- Familiarity with the ECOWAS region and its socio-economic and energy contexts.

- Proficiency in oral and written expression in French or English, as well as knowledge of another official ECOWAS language.

VIII. CRITERIA FOR SELECTING THE BEST OFFER

Upon the advertisement of the Procurement Notice, qualified individual experts are expected to submit in a team of 2, both the Technical and Financial Proposals. Accordingly, the team of experts will be evaluated based on Cumulative Analysis as per the following scenario:

- Responsive/compliant/acceptable, and
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation. In this regard, the respective weight of the proposals are:
    a. Technical Criteria weight is 80%
    b. Financial Criteria weight is 20%

Criteria	**Weight**	**Max. Point**
Technical Competence (based on CV, Proposal and interview (if required))	80%	100
• Understanding the Scope of Work (SoW); comprehensiveness of the methodology/approach; and organization & completeness of the proposal		15
• Team Leader (E-mobility Policy/Strategy Specialist) - Qualification: Master's degree in energy etc - 10 years of experience in policy /strategy development including e-mobility, especially in Sub-Saharan Africa		35
• Energy Finance and Investment Expert - Qualification: Master's degree in finance etc - 5 years of solid experience working in the finance and investment sector or similar experience undertaking such consultancy especially in the energy sector.		30
Financial (Lower Offer/Offer*100)	20%	20

IX. CONFIDENTIALITY AND INTELLECTUAL PROPERTY

- All data, reports, and deliverables will remain the property of ECOWAS (ECREEE)
- Any public dissemination of the results requires prior approval from ECOWAS (ECREEE)

X. BUDGET AND PAYMENT SCHEDULE

Payments are tied to accepted deliverables for each Task. Payments will be made based on the successful completion of deliverables:

Milestone	Payment (%)
Inception Report	20%
Assessment Report	20%
Draft Regional Policy	20%
Strategies, Action Plans and Monitoring and Evaluation Framework	20%
Training Report and materials	20%

XI. COORDINATION AND REPORTING

Both experts will work under the general guidance of ECREEE, in close collaboration with the Directorates of Energy, Transport and Environment. The experts will closely coordinate with the ECREEE National Focal Institutions (NFIs) relevant key stakeholders in ECOWAS Member States and other Partners. The developed documents will be presented for consideration by the Sector Directorates of the ECOWAS Commission and Ministers (and their experts) responsible for Energy and Transport and the Authority of Heads of States and Government meeting. All developed products under this assignment (incl. raw files and editable forms) will become property of ECOWAS.

XII. PROPOSAL SUBMISSION

Interested candidates should submit:

- Technical Proposal outlining methodology, approach, and team composition
- **The Financial Proposal shall present an itemized budget per Task (Tasks 1–5). Bids without a task-level cost breakdown will be considered non-responsive.**
- The Experts shall perform only tasks approved by ECREEE
- CVs of Key Experts, demonstrating relevant expertise
- Track Record of similar assignments, including references

The proposals must be submitted in English and electronically to ECREEE using the following e-mail address ONLY: emobility@ecreee.org no later than **13th October 2025**, clearly indicating in the subject line: **"DEVELOPMENT OF THE ECOWAS E-MOBILITY POLICY, STRATEGIES AND ACTION PLANS".**

For further information or clarification, please contact Dr. Mawufemo Modjinou, Principal Programme Officer, Head of Division - Energy Efficiency at ECREEE on mmodjinou@ecreee.org. **Please do not copy this email address when submitting your proposals. Your application will be disqualified if you do so.**