



**Project Title: Ghana Industrial Energy Efficiency Readiness**

**TERMS OF REFERENCE (TOR) for the supply of services related to the development of a government action plan for the implementation of Ghana NDC industry targets**

**22 February 2021  
UNIDO RFP No 7000004693**

This **Terms of Reference** will be used for the preparation of the bid for the provision of services related to the development of an implementation plan for the Ghana National Determined Contributions (NDCs) industry targets.

The proposal should contain a detailed description of the services to be provided and the key experts/personnel to be assigned for preparation of the abovementioned documents. The cost breakdown for each activity should be included in the proposal. All deviations from the Terms of Reference should be clearly indicated in the proposal.

**1. General Background Information**

Ghana Industrial Energy Efficiency Readiness project aims to support the implementation of Ghana industry related NDC targets through: (i) Detailed policy formulation for government on industrial energy efficiency; (ii) Developing an initial pipeline of industrial energy efficiency projects; and (iii) Capacity-building of local financial institutions on energy efficiency assessment.

The policy work package will identify a concrete list of programmes and actions to attract investment in industrial energy efficiency along with the data collection framework, coordination mechanism and process for monitoring and evaluation. This will also serve as an input to the GCF Country Programme that is currently being developed within ongoing readiness support to Ghana with the assistance from UNDP.

The industry work package will support 10 champion energy intensive industrial enterprises with the implementation of ISO 50001 compliant Energy Management System (EnMS) with the aim of:

- Building industry's capacity to identify and formulate energy efficiency projects;
- Training a pool of national energy efficiency consultants together with industries to support further uptake of energy efficiency measures in other industries;
- Identifying the initial pipeline of industrial energy efficiency projects to be further developed into bankable investment proposals for commercial lending.

## 2. Scope of Supply

The Services required under this ToR relate to the development of the government action plan for the implementation of Ghana NDC industry related targets. In its NDC, Ghana committed to a doubling of energy efficiency improvement within industrial facilities by 20% by 2030 subject to the provision of climate finance, technology and capacity-building support from the international community. As of today Ghana's energy efficiency policies primarily target residential sector and focus on phase out of inefficient household appliances and lighting. Energy efficiency in the industrial sector remains at the discussion stage. There is no baseline data available nor a government programme or policy in place to support these targets.

The services required under this ToR include:

2.1. **Undertake a diagnostic assessment of industrial energy efficiency in Ghana** to identify energy efficiency opportunities, challenges, institutional and capacity gaps as well as national priorities. This includes:

- Undertaking an industrial sector mapping to understand the size, energy consumption, energy intensity and composition of the market and identify data gaps;
- Review of existing policies, regulations & strategies to identify national priorities and policy gaps;
- Conduct initial capacity gaps and institutional needs assessment of policymakers to develop a targeted capacity development as well as human capacity support programme on industrial energy efficiency;
- Develop a survey for industry stakeholders, energy service providers, government stakeholders to identify challenges and barriers for uptake of industrial energy efficiency in Ghana;
- Review the analysis of challenges and barriers for uptake of industrial energy efficiency in Ghana;
- Estimate potential for GHG emissions mitigation for the industrial sector;
- Present and discuss the results of the diagnostic assessment at the Technical workshop for policymakers;
- Participate at the meeting with the NDA inter-agency Technical Advisory Committee to discuss and coordinate the input to GCF country programme on industrial energy efficiency.

**Deliverable:**

- Diagnostic assessment of industrial energy efficiency in Ghana (Report) delivered by June 2021;
- Capacity gaps and institutional needs assessment report delivered by June 2021.

2.2. **Contribute to delivery of the two technical workshops to the policymakers** on international and regional policy best practices in improving industrial energy efficiency. The supplier is also required to present and discuss the results of the diagnostic assessment at these technical workshops.

**Deliverable:** Presentations delivered at the two technical workshops for policymakers by September 2021.

- 2.3. **Draft government action plan (implementation plan/policy roadmap).** Based on the outcomes of the technical workshops and the results of the diagnostic assessment develop a draft government action plan for the implementation of industry related targets of Ghana NDC. The Plan should identify specific policy options for Ghana, capacity building & awareness raising programmes with associated budget requirements, responsible entities and implementation timelines. This Plan will also serve as an input to GCF country programme that is currently being developed by an NDA office with support of UNDP.

**Deliverable:** Draft action plan developed for the implementation of Ghana NDC targets delivered by December 2021

- 2.4. **Validation of government action plan.** This includes presenting and discussing the draft government action plan with key stakeholders at the national policy dialogue.

**Deliverable:** Validated government action plan on industrial energy efficiency with identification of:

- Specific policy options for Ghana to attract investment in industrial energy efficiency;
- Skills and capacity building programmes for market players
- Awareness strategy to engage private sector
- Data collection framework
- Coordination mechanism
- Process for monitoring and evaluation
- Budgetary requirements for programme implementation and timeline.

### 3. TIME SCHEDULE

The total duration for the whole assignment is estimated to be 18 months. Bidders are requested to submit a provisional time schedule as part of their proposal.

The bidders are free to add on activities beyond what is mentioned in the TOR to enhance the quality of the deliverables and outputs.

### 4. REPORTING

4.1. Inception Report within 1-2 week of the contract signature providing the work plan for the execution of the contract.

4.2. Quarterly Progress reports providing a summary of the results and achievements, issues encountered as well as the material developed during the reporting period. Besides, an updated work plans and a summary of planned activities for the next reporting period should be provided (3 reports).

4.3. Final report to be submitted at the end of the contract providing a comprehensive summary of the work carried out.

## **5. LANGUAGE**

The reporting language should be English.

## **6. EVALUATION CRITERIA**

- Compliance with the requirements of the terms of reference
- Innovativeness of the proposed concept and tools
- A qualified firm with proven track record and experience in industry decarbonization, industrial energy efficiency policy formulation, and assessment of industrial energy efficiency market opportunities;
- Proven experience in assessing energy use, energy efficiency potential and decarbonization opportunities in both energy-intensive and non-energy-intensive industries in developing countries;
- Proven track record in analyzing energy use and energy efficiency potential in major industrial energy systems such as industrial motor systems and boiler and steam systems in developing countries;
- Proven experience in benchmarking energy intensity and GHG intensity of major industrial sectors internationally;
- Proven track record in developing technical guidebooks and tools for both commercial and emerging energy efficiency and decarbonization technologies;
- Proven experience in analyzing decarbonization potential in industry across various decarbonization levers such as energy efficiency, fuel switching and electrification, CCUS and transformative technologies;
- Proven track record in developing techno-economic analysis such as energy efficiency cost-curves for different major industrial sectors in developing countries;
- Proven experience in developing policy guidelines and working with stakeholders in developing countries to design innovative energy efficiency and decarbonization policies based on international best practices.

**Annex 1:**  
**Proposed outline for the proposal**

SECTION	NOTES
1. Bidder 1.1. Association Rationale 1.2. Bidder(s) Organizations 1.3. Bidder(s) Experience	<i>If Services are to be carried out by the Bidder in association with any other individuals or organization, the association rationale should be described in this section.</i> <i>A description of the Bidder organization and its experience should be covered in this section as well as the associated individual/organization. No details about previous projects should be presented in this section but rather a general overview.</i>
2. Concept & Methodology 2.1. Critical analysis of the objective and the TOR 2.2. Technical approach and methodology	<i>The Bidder shall present a critical review of the entailed technical services including comments and suggestions on the TOR as part of their proposals.</i> <i>A general description of the technical approach and methodology for performing the required services shall be presented.</i>  <i>A more detailed description on the methodology and approach of performing each activity shall also be presented.</i>
3. Work Plan, Time Schedule & Budget 3.1. Organization, Association & Logistics 3.2. Time Schedule	<i>The Bidder shall present the work plan for performing the entailed Services.</i>
4. Proposed Personnel 4.1. Project Organization Chart 4.2. Proposed personnel	
5. Annex 5.1. CVs 5.2. Previous Relevant Projects 5.3. Samples of materials already developed for other providers 5.4. Other	