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MINISTRY OF WATER AND ENERGY
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Terms of Reference (ToR) for Consulting Services in preparing the National Electrification Project's Capacity Building Roadmap (AF-ELEAP)



Oct, 2025

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1. Background

The Ethiopia Electrification Program (ELEAP) was approved by the World Bank in March 2018 to support the National Electrification Program (NEP) through financing the first phase of grid intensification and strengthening institutional capacity for electrification. ELEAP, valued at US\$375 million, is one of the largest electrification programs in Sub-Saharan Africa.

The GoE requested additional financing (AF) of US\$250 million in February 2023 to scale up the impact of the program. This request was approved by the World Bank Board of Directors in March 2023. The program's focus, through the Disbursement Linked Indicator (DLI) 3, is to strengthen the institutional capacity of the Electrification and Energy Information Lead Executive Office (EEILEO) and to meet its staffing and technical requirements.

As part of the AF, the GoE aims to address capacity gaps within the Ministry of Water and Energy (MoWE) to enhance its ability to deliver on large-scale electrification programs. This ToR seeks to procure consultancy services to facilitate the Roadmap workshop and provide capacity-building for local and international training related to the NEP and ELEAP.



2. Objectives

The main objectives of this consultancy are:

- ✦ To assess Electrification lead executive existing Capacity to Implement the National Electrification Program
- ✦ To facilitate the Roadmap workshop for the National Electrification Program (NEP) and ensure that strategic plans and next steps are aligned with the goals of the electrification agenda.
- ✦ To prepare and facilitate the development and implementation of a capacity-building Road map plan for the EEILEO, focusing on strengthening the sector's technical, managerial, and institutional capacity.

3. Scope of Work

The selected consultancy firm will be responsible for the following key tasks:

3.1 Assessment of EEILEO existing Capacity to Implement the National Electrification Program

The assessment will evaluate the Ministry's existing institutional, technical, financial, and operational capabilities, identifying strengths, gaps, and areas for improvement. Key focus areas include:

- ✦ **Institutional Framework** – Reviewing EEILEO organizational structure, roles, and coordination mechanisms for program implementation.
- ✦ **Technical Capacity** – Assessing human resources, expertise, and technological capabilities in executing electrification projects.
- ✦ **Financial Resources** – Evaluating funding sources, budget allocation, and financial management systems supporting the program.



- ✦ **Operational Efficiency** – Analyzing workflows, processes, and logistical capacity to execute projects effectively.
- ✦ **Stakeholder Engagement** – Examining collaboration with government agencies, private sector partners, and international organizations.

3.2. Facilitating the Roadmap Workshop

- ✦ Organize and facilitate the Roadmap workshop, ensuring active participation from key stakeholders in the electrification sector.
- ✦ Guide the development of a clear and actionable roadmap for the implementation of the National Electrification Program (NEP), including identifying priorities and establishing timelines for key activities.
- ✦ Preparation of a One-Day Workshop for 30 Participants, at Adama city including EEILEO staff and representatives from the World Bank Group. The workshop will be fully facilitated with all necessary logistical arrangements, Venue and Logistics, Refreshments, Daily Subsistence Allowance (DSA) and any others costs.

3.3 Preparation of Capacity Building Road Map Plan

- ✦ Collaborate with EEILEO and the World Bank to review the preliminary capacity-building needs assessment for EEILEO.
- ✦ Develop a comprehensive capacity-building plan for EEILEO, incorporating prioritized actions for institutional strengthening and addressing technical and management gaps.
- ✦ Ensure the capacity-building plan aligns with the objectives of DLI 3, particularly focusing on the effective development of EEILEO's technical, managerial, and institutional capacities.
- ✦ **Provide experience sharing visit and Training-** the selected firm will facilitate, coordinate and provide local and international exposure visit



and trainings for the Energy staffs , responsible for all costs and arrangements required to take the training

3.4 Reporting and Monitoring

- ✦ Develop a monitoring and evaluation framework for the capacity-building interventions and training programs.
- ✦ Regularly report on progress toward achieving the Disbursement Linked Results (DLRs), particularly DLR #3.7 (adoption of the capacity-building plan) and DLR #3.8 (completion of prioritized capacity-building actions).
- ✦ Ensure all deliverables are completed within the agreed timelines and contribute to meeting the program's objectives.

4. Expected Deliverables

- ✦ **Inception Report:** A detailed work plan and methodology for the facilitation of the Roadmap workshop and capacity-building activities, to be submitted within two weeks of the contract's start date.
- ✦ **Report for assessment** of EEILEO existing Capacity to Implement the National Electrification Program
- ✦ **Roadmap Workshop:** Organizing, Facilitation and leading of the workshop with a final report outlining the outcomes and next steps, to be delivered by given date.
- ✦ **Final Report of capacity building road map:** How EEILEO will lead on achieving the NEP including budget owner and comprehensive report summarizing the consultancy's work, achievements, challenges, and recommendations.



5. Qualifications of the Consultancy Firm

The selected consultancy firm must demonstrate the following qualifications:

- **Team Composition:** The firm should provide a team of (4) qualified Key experts,
 - **Team leader:-** Masters in development Economics, development study, Business administration or advanced study related fields with 7 years' experience in organizing and facilitating and leading capacity building assignments especially Renewable energy sector programs/ projects.
 - **Capacity-Building expert:** - Masters in International Development, Public Administration, Organizational Development, Social Work Business Administration or related fields with 5 years proven experience in organizing and facilitating capacity building assignment and preparing capacity building roadmap or related assignments. Experience in Renewable energy sector programs/ projects is advantageous
 - **Organizational Development (OD) expert:** - Master's in Organizational Development (MSOD), Business Administration (MBA), Organizational Psychology, Human Resource Management or Leadership Development or related fields with 5 years' experience in organizing and facilitating capacity building assignment and preparing capacity building roadmap or related assignments. Experience in Renewable energy sector programs/ projects is advantageous
 - **Training and development expert:** - Masters in human resources, organizational development, psychology, education, or business management or related fields and wit 5 years' experience in organizing and facilitating capacity building assignment and preparing capacity building roadmap or related assignments.
Experience in Renewable energy sector programs/ projects is advantageous



- **Experience with International Development Projects:** A history of successfully managing and implementing donor-funded projects, particularly those supported by the World Bank and other international development partners with experience of 5 years in conducting capacity building need assessment, preparing plan ,identify training institution , facilitating training services and related activities.
- **Extensive Experience in Institutional Capacity Building:** proven experience in designing, developing, and implementing capacity-building strategies for government institutions, particularly in the energy and electrification sectors.
- **Expertise in Electrification Programs:** Significant involvement in supporting large-scale electrification initiatives, with a strong track record in Sub-Saharan Africa.
- **Proficiency in Facilitation and Training:** Demonstrated expertise in leading capacity-building workshops, conducting technical training sessions, and facilitating both local and international knowledge-sharing programs for government officials and energy sector professionals.
- **In-Depth Technical Knowledge of the Energy Sector:** Strong understanding of the technical, regulatory, and managerial challenges within the electrification industry, with a focus on institutional strengthening and policy development in energy ministries.

6. Duration and Timeline

The consultancy contract will last for 2 months will be divided into two main phases:

- ✦ **Phase 1:** Assessment of EEILEO existing Capacity to Implement the National Electrification Program and organizing and Facilitating of the Roadmap Workshop and development of the capacity-building plan.
- ✦ **Phase 2:** preparation of the capacity building roadmap experience sharing visit and reporting and monitoring

