

SEforALL Terms of reference

Ten-year review of SEforALL

02 | 12 | 2021

1. Context

Sustainable Energy for All (SEforALL) is an international organization working with leaders in government, the private sector and civil society to drive further, faster action toward achievement of Sustainable Development Goal 7 (SDG7), which calls for universal access to sustainable energy by 2030, and the Paris Agreement, which calls for reducing greenhouse gas emissions to limit climate warming to below 2° Celsius. Achieving these goals will require a radical rethink of the way we produce, distribute, and consume energy. SEforALL is at the heart of this foundational shift to ensure no one is left behind.

Former United Nations (UN) Secretary-General Ban Ki-moon launched the Sustainable Energy for All initiative in 2011. This was in the context of a resolution that declared 2012 the International Year of Sustainable Energy for All, sending a clear signal about the centrality of energy in ending poverty and addressing climate change¹. The early work of SE4ALL as a UN initiative was instrumental in ensuring energy was at the heart of the 17 Sustainable Development Goals (SDGs) that were adopted by UN members in 2015. SDG7 is to ensure access to affordable, reliable, sustainable and modern energy for all, and the 3 initial objectives of SE4ALL were adopted as the targets for this global goal.

Today, SEforALL is an independent, vibrant, growing organization with increasing demand for its platform and its influence to accelerate action on SDG7. We maintain close links with the UN, including through a relationship agreement, partnerships with UN agencies and with SEforALL's CEO acting as the UN Secretary-General's Special Representative for Sustainable Energy for All and Co-Chair of UN-Energy. These roles include advising the UN Secretary General and his staff on issues relating to sustainable energy and the implementation of SDG7 and supporting the coordination of sustainable energy issues in the United Nations system.

SEforALL is celebrating its 10-year anniversary at the next SEforALL Forum in May 2022. Over these past 10 years, SEforALL has played a critical role in shaping thinking around the challenges and solutions to achieve SDG7. As we continue in the final decade for achieving SDG7 and many large organizations, funding partners, and companies commit substantial resources to energy access efforts, SEforALL must understand our value proposition, past and present contributions to the sector and vision for the future as part of a continuous process to speed the progress of SDG7. These terms of reference are therefore focused on "10 years of SEforALL" and will assess our evolution and track record as an organization during its three phases, so called 'SEforALL 1.0' (2011 - 2015), 'SEforALL 2.0' (2015 - 2020) and 'SEforALL 3.0' (2020 – Present). The proposed method is a mixed methodology approach, applying an Appreciative Inquiry lens and method to understand our impact journey and key milestones along the way, examining of our past, present, and future. We are interested in the Appreciative Inquiry method assessing our impact journey as

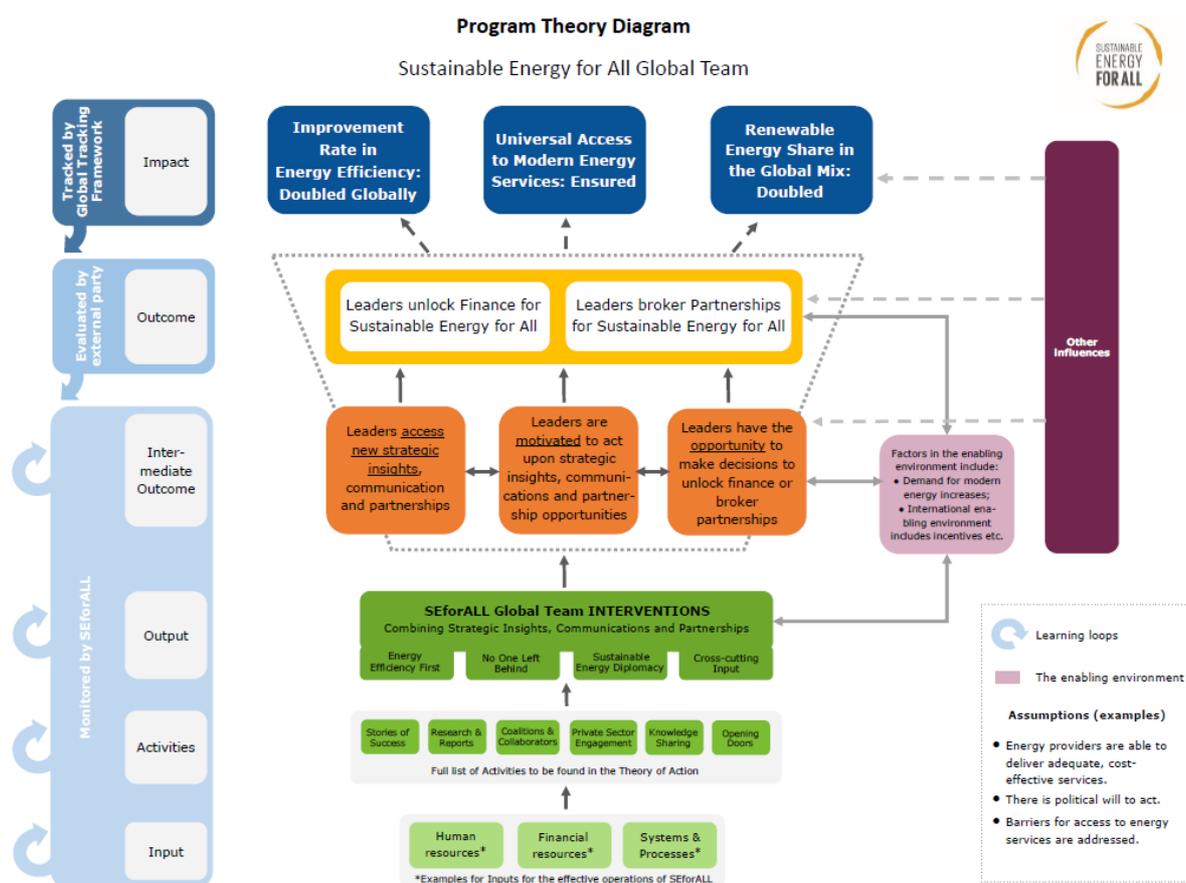
¹ SEforALL considers 2012 the year it was established as an organization for the purpose of a 10-year anniversary.

we see this method as a way of understanding better our value proposition for the sector, and what we should continue investing in as an organization to foster this value proposition. This will include recommendations for adjustments to course correct based on learning from what worked best in the past, and what did not serve SEforALL in the past. The Appreciative Inquiry lens is focused on creating a timeline of successes and major contributions to the sector over the last 10 years, and where we have had the most impact as a lens to consider for future.

Monitoring, Evaluation and Learning (MEL) at SEforALL

In 2017, a MEL Framework and dedicated MEL team was established at SEforALL. At this time, SEforALL also established its first Theory of Change (ToC) to guide the organization in its pursuit of achieving SDG7. This Theory of Change was active for three years from 2017 – 2020.

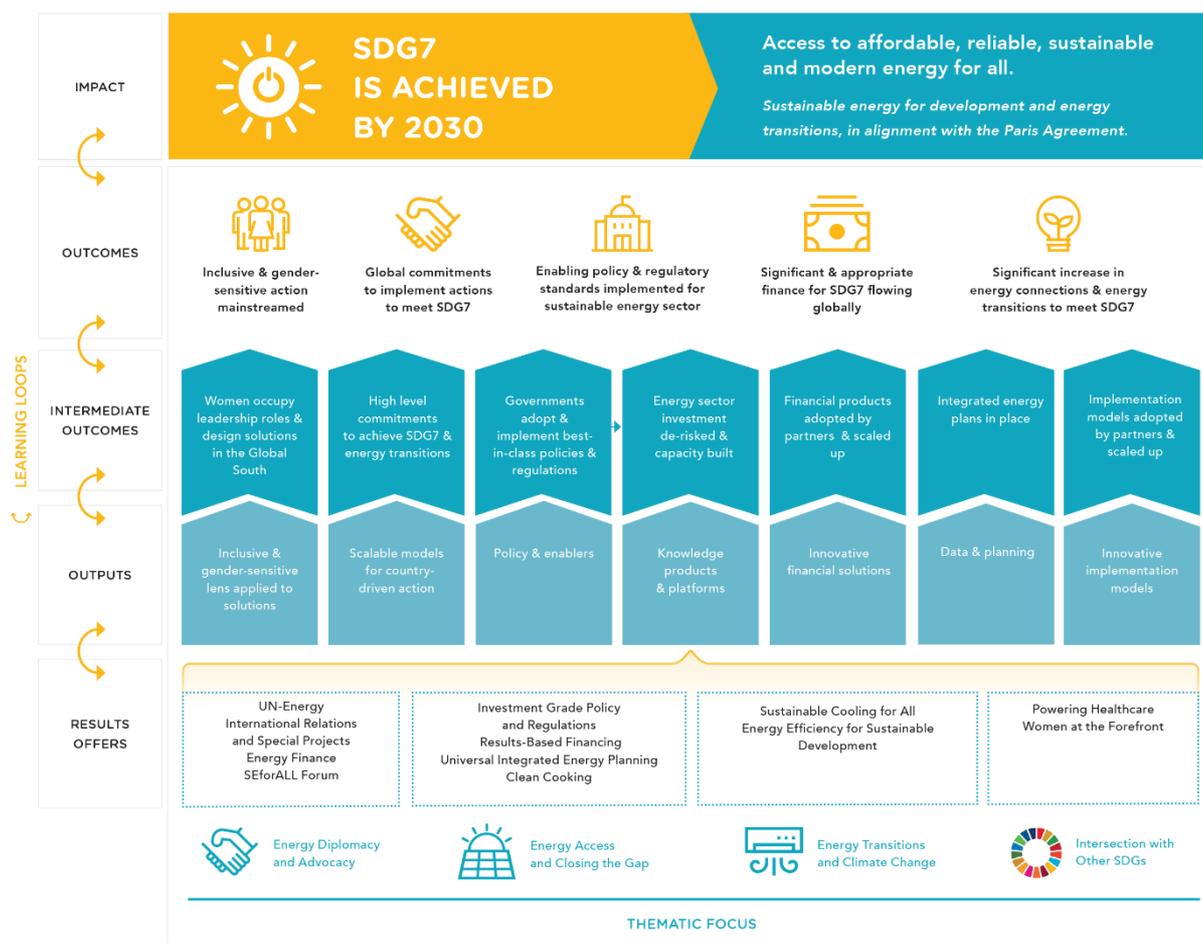
Figure 1: 'SEforALL2.0' ToC



In 2020, with the arrival of SEforALL’s now acting CEO, the organization underwent a change in strategic direction. In alignment with the new strategic direction, a new MEL Framework and Theory of Change was developed to guide SEforALL over the course of its 2020-2023 Business Plan.

SEforALL3.0 Theory of Change:

Figure 2: 'SEforALL3.0' ToC



The following table shows how SEforALL 2.0's ToC is mapped to the outcomes in SEforALL 3.0's ToC:

'SEforALL2.0' ToC Outcomes	Mapped to 'SEforALL3.0' ToC Outcomes	Justification for the change
A. Broker Partnerships	SEforALL 3.0 Outcome 2 above: Global Commitments to implement actions to meet SDG7 by 2030	SEforALL will continue to collaborate closely with partners in order to achieve maximum influence and collective action in pursuit of SDG7 and energy transitions. Each programme predicates its success on effective collaboration with different governments and partners, and scalable implementation will depend on those partnerships. SEforALL will also continue to strengthen its strategic and programmatic partnerships with regional and global actors. In this manner, SEforALL has been closely advising the G20 Presidency on universal access to energy by identifying forward-looking options for G20 Members to consider supporting. We are partnering with the UK Government's COP26 Unit to advance important dialogues with targeted countries on increasing the ambition of their clean energy transition.

'SEforALL2.0' ToC Outcomes	Mapped to 'SEforALL3.0' ToC Outcomes	Justification for the change
B. Unlock Finance	<ul style="list-style-type: none"> - SEforALL 3.0 Outcome 4 above: Significant and appropriate finance for SDG7 flowing globally - SEforALL 3.0 Outcome 3 above: Enabling Policy and regulatory standards implemented for sustainable energy sector - SEforALL 3.0 Outcome 5 above: Significant increase in energy access and energy transitions to meet SDG7 	SEforALL sees an enabling policy and regulatory environment as a key precondition to de-risk investment for the injection of further finance in the energy sector, particularly in the investment to sustainable solutions and the divestment in fossil fuels. SEforALL has added the precondition of policy and regulations as the other side of the coin to mobilizing resources to reach the last mile and reduce climate risks for the world's most vulnerable populations.
New	SEforALL 3.0 Outcome 1 above: Inclusive and Gender sensitive action mainstreamed	The empowerment of women and mainstreaming of gender across energy access and transitions solutions is key to the success of SDG7. Mainstreaming gender throughout our work and recommendations for the sector is seen as an important precondition to scale at the speed required to meet the challenge. Connecting to CSOs and NGOs to meet the needs of women in remote areas is a large piece of the puzzle for SEforALL as well.

2. Purpose

SEforALL's new MEL Framework is focused on the principles of transparency and course correction in reaction to what we are learning through implementing our MEL methods, tools and processes. Robust, external evaluations are needed on a regular basis and ahead of strategic moments for SEforALL to react to these insights and understand our contributions to the sector. We require this information to course correct early and with agility, to ensure we are building on past achievements and that learnings can be taken forward in a timely manner throughout the remainder of the Decade of Action.

The overall purpose of the 10-Year Review is to undertake a systematic review of SEforALL's evolution since its establishment in 2012 with the aim of building a compelling visual and narrative of "10 years of SEforALL", highlighting key milestones in SEforALL's journey. The review findings will be presented to an external audience at the SEforALL Forum in Kigali, Rwanda in May 2022 during the launch of SEforALL's 10-year anniversary. These milestones can include changes, achievements, successes, major contributions to the energy sector and SDG7 as a whole and should connect to impact themes wherever possible.

In addition, in the current fundraising climate it is important that SEforALL have an external, non-biased summary of our track record to provide the evidence and data required for donors to make funding decisions with SEforALL. This review looks to understand how we are making a difference in the world, while documenting our contribution to the sector to report to donors and share with a broader external audience.

3. Focus and Scope

This review will be both retrospective and prospective, and is anticipated through an Appreciative Inquiry, focused on the impact journey, as well as the impact and contributions to the sector and SDG7 as a whole, over the time period through the lens of an Impact Assessment. It is expected the external experts will pose the right balance of mixed methodology, as well as possibly other suitable methods into the approach in the proposal, which will be translated into the contract. The findings should connect to impact themes where possible and highlight programmes and their journeys, partnerships and what they have achieved, what SEforALL's added value has been in those partnerships, and achievements in the lens of SDG7 themes. The review should also assess what and how SEforALL's past and present interventions contributed to the energy sector and whether they were based on the intended outcomes in SEforALL's 2017-2019 Theory of Change; assess any unintended effects, both positive and negative; include potential and actual contributions to the energy sector aligned with the outcomes in SEforALL's 2020-2023 Theory of Change; and establish a vision and strategy for achieving SDG7 by 2030.

The review is expected to be conducted remotely including interviews with key stakeholders (i.e., current and prospective donors, the SEforALL Leadership Team, Staff, previous CEOs, key partners in the sector), a survey for broader stakeholder feedback, and review of SEforALL's essential documents (i.e., strategies, plans, reports, summary of emerging evidence) in this period.

The time period covered by the review is 2012 to 2021, inclusively, as below:

SEforALL 1.0 (2011 - 2015): To advance substantive work on the initiative, in 2012 the Secretary-General announced Kandeh Yumkella as his Special Representative for Sustainable Energy for All and the first CEO of the initiative and SEforALL. During this time, SEforALL:

- Launched as a UN initiative by then UN Secretary General Ban Ki-moon and announced at the UN General Assembly in 2011 (please note the launch was the largest milestone in this year, therefore starting officially in 2012)
- Focused on dimensioning the problem of energy access; establishing 3 objectives to be achieved by 2030
- Ensured energy was included in the Sustainable Development Goals - SDG7

SEforALL 2.0 (2015 - 2020): In 2015, the SEforALL Executive Committee named Rachel Kyte as the new CEO and the UN Secretary-General appointed her as his Special Representative for Sustainable Energy for All. She was tasked with overseeing a shift in governance and mandate. During this time, SEforALL:

- Established as an independent international organization headquartered in Vienna, Austria in 2016 (this is not the year of establishment of SEforALL, rather its legal status as Quasi-International Organization (QIO))
- Focused on global awareness raising and agenda setting on SDG7
- Connected the global energy access community through SEforALL Forums
- Established thought leadership with Energizing Finance, Chilling Prospects, and Integrated Electrification Pathways

SEforALL 3.0 (2020 – Present): In January 2020, SEforALL's current CEO, Damilola Ogunbiyi, took the helm following United Nations (UN) Secretary-General António Guterres announcement of the appointment of Ogunbiyi as his Special Representative for Sustainable Energy for All and Co-Chair of UN-Energy. During this time, SEforALL is:

- Embarking on the Decade of Action as an implementation focused organization
- Strengthening UN-Energy, e.g., by overseeing planning and executing the High-Level Dialogue on Energy
- Establishing large scale programmes - Results Offers - with clear value propositions for funding partners
- Building new strategic partnerships and scalable model of country-level action
- Enabling data-driven decision-making and targeted finance to deliver connections on the ground

- Advising government leaders on practical solutions to help resolve their energy challenges

As a complementary element of this assessment, the evaluators are requested to fill in data gaps (baseline and current) for the following cross-organizational KPIs:

Cross-Organizational KPI	Definition
No. of countries actively supported by SEforALL annually	No. of countries SEforALL supports to move the needle towards SDG7 globally across the 4 categories of SEforALL's country engagement strategy 1) implementation 2) advocacy, advisory, knowledge, 3) identification and formulation and 4) scoping / research. SEforALL aims to support countries with the highest deficits to the achievement of SDG7 in the context of access, including electrification and cooking, cooling, energy efficiency, renewables and energy-related GHG emissions. Those countries that are not high deficit countries are considered Energy Transition Countries, which SEforALL sees as leaders globally or regionally whose adoption of commitments and strategies to achieve SDG7 will influence countries with high deficits to adopt similar paths to achieve SDG7.
No. of high-level commitments made publicly to implement actions towards SDG7 through processes and fora established or directly supported by SEforALL's programmes	Commitments made by countries, companies and organizations through Global Fora and processes established or directly supported by SEforALL, such as the High-Level Dialogue, COP26, The SEforALL Forum, or other international collaboration such as the RBF Leadership Group - examples of commitments are Energy Compacts, new or enhanced NDCs. As a subset lens, the proportion of high-level commitments with a gender focus.
No. of customized country-level plans, strategies, policies, and regulations developed with SEforALL support to pave an enabling environment for sustainable energy and energy transitions towards SDG7	New or improved country level policies, strategies or plans developed through SEforALL's support. This can include a federally run programme where SEforALL influences implementation policy (Nigeria for example), an Integrated Energy Plan where SEforALL has supported development of a national level energy plan for electrification, cooking or cooling for example, or a specific policy or regulation for a country's legal framework supporting energy connections or transitions. The proportion of which have a gender focus. The number of country-specific plans, strategies, or policies, etc. is counted here, rather than the number of countries themselves.
USD Million leveraged towards energy access and/or clean energy transitions directly and indirectly through SEforALL's work	This figure includes cumulative USD finance invested in the energy sector, either directly through SEforALL's programmes such as the UEF, or indirectly through SEforALL's influence and advocacy work, such as Cooling. This indicator does not track global progress of investment in the energy sector on access, including electrification and cooking, or energy efficiency, as is done through SEforALL's Energy Finance, the IEA and other globally reputable sources.
No. of verified new energy access connections / installations funded directly by SEforALL's programmes (electricity and clean cooking)	Connections funded directly by SEforALL's programmes (i.e. UEF that have been verified by Odyssey and evaluation processes, or PHC window), disaggregated by solution (electrification and clean cooking) and number of connections with women as primary customers.

Additionally, SEforALL welcomes data and insights on how well we've mainstreamed a gender lens throughout our past and present interventions, as well as recommendations to increase our effectiveness and impact on gender in the future.

4. Review Criteria, Key Questions and Use of Information

Review Criteria

The review will examine SEforALL's contribution to the energy sector and SDG7 as a whole using the six OECD-DAC Evaluation Criteria: relevance, effectiveness, efficiency, impact, sustainability, and coherence. It is anticipated the evaluators will use these criteria to formulate the review questions, as appropriate. Therefore, the suggested impact themes and key questions below are a starting point from SEforALL, which are expected to be worked through in the Inception Report phase of the review.

Review findings should also be connected to the following impact themes, as appropriate:

- People and Planet
- Social: gender, health, youth
- Country support
- Enabling environments, policy, and regulations
- Energy sector/market development
- Innovation
- Finance
- SDG7

Key Questions

Five key questions will be explored throughout the review process, with each question including a number of sub-questions for consideration. The key review questions will be discussed and finalized at the orientation and planning workshop.

1. The right balance of Appreciative Inquiry relevant questions to be considered within this framework, including questions below, as well as impact themes above
2. How has SEforALL evolved as an organization in its first 10 years of operation?
 - a. What is our value proposition?
 - b. How has our value proposition evolved throughout the three phases of SEforALL?
 - c. What have been the major milestones throughout SEforALL's evolution?
 - d. How can SEforALL continue to add value in the remainder of the decade of action?
3. What have been SEforALL's major contributions to the energy sector throughout each of its three phases?
 - a. To what extent has SEforALL helped frame high-level sustainable energy commitments? (i.e. NDCs, energy compacts, finance commitments) What has come of these commitments?
 - b. Which initiatives have spun-out of SEforALL? What is the current status and achievements of those initiatives?
 - c. To what extent has SEforALL's reputation as a neutral and trusted convener helped to steer the sector towards advancing progress on SDG7?
 - d. Who are the main beneficiaries of our contributions? Which institutions, populations?
4. What makes SEforALL distinct compared to other organizations in the sector?
 - a. What has SEforALL's role been in the sector? Where do we fit into our ecosystem?
 - b. How do our stakeholders view our role in the sector? Is this aligned with how SEforALL sees its role, internally?
 - c. To what extent does SEforALL enable speed, scale and efficiency (upstream and downstream) towards SDG7?
 - d. What are key strengths that should be a focus in the decade of action in comparison to other players in the sector?
5. How can SEforALL sustain/maximize its influence in the sector and have an even greater impact in the remainder of the decade for action?

- a. How can we best direct our limited resources?
 - b. How well do our existing partnerships serve us?
 - c. What are the gaps in the support / information we are currently providing that we are well positioned to provide in the future?
 - d. What should we do more of, less of, stop or start doing over the next 10 years?
6. What unexpected effects have resulted from SEforALL’s interventions that cannot be revealed through monitoring alone?
- a. SEforALL’s high-level sustainable energy diplomacy (including the SRSG role)
 - b. Key partnerships (i.e. World Bank, UN, and other programmatic partnerships), how they contributed to outcomes and can be leveraged in the future.
 - c. Coalitions, collaborators, platforms (accelerators and hubs) developed during SEforALL2.0
 - d. Global thought leadership (Energizing Finance, Chilling Prospects, Integrated Energy Planning, Powering Healthcare)
 - e. Compelling communications (raising global awareness on SDG7 and the sustainable development agenda)
 - f. What are the impacts as a result of these contributions, aligned with the impact themes outlined above?

Use of Information

The findings of this review will be utilized in grant proposals, ongoing reports, and presentations about SEforALL such as a story line on our evolution as an organization and impact contributions towards the achievement of SDG7. It will also provide a much-requested summary of results in the sector since inception for SEforALL funders (past and present), including evidence of SEforALL’s track record and overarching impact in the sector from previous years. Learnings and recommendations from the sector are also expected to emerge and are potentially valuable and useful for all stakeholders. Data and evidence generated from the review will be mapped against the ‘SEforALL 2.0’ and ‘SEforALL 3.0’ ToCs to track SEforALL contributions to these outcomes and intended impact and fill in potential evidence gaps.

Additionally, the findings will be utilized internally by SEforALL’s Leadership Team to make informed strategic decisions, for example, about any changes necessary to intervention designs and/or implementation to enhance the achievement of desired impact. SEforALL’s MEL team will support the integration of the review findings and learnings into the organization via SEforALL’s 2022 Annual Monitoring Review² and regular learning loops established through various internal processes, ensuring we stay on a path towards success.

The review results will be incredibly well timed with the upcoming development of our next 3 – 5 year Strategy and associated Business Plan. As SEforALL’s [2021 – 2023 Business Plan](#) will be preparing for its last year of implementation during the release of these results, learnings from this review will be utilized to directly inform work planning for 2023, as well as our 2024 and beyond Strategy and Business Plan, which will need to be planned in 2023, if not sooner.

5. Review Process

The supplier is expected to develop a more detailed review matrix and work plan during the inception phase. The evaluator’s ideas about approach and methods are welcome. Therefore, the following process is provided as preliminary expectations of how the review will proceed.

NOTE: No travel is required for the review due to ongoing COVID-19 restrictions. There is an opportunity for presentation at the SEforALL Forum in Kigali Rwanda 17 to 19 May 2022 as outlined in the deliverables section below, however this will be subject to COVID restrictions as well. If SEforALL and the evaluator decide to go ahead with such an in-person presentation, there will be a separate TOR developed to cover this.

² In June of 2022, SEforALL will publish its second Annual Monitoring Review (AMR) under our new MEL Framework, summarizing results, progress against the 2021 – 2023 Business Plan, as well as programme implementation learnings, success stories and market insights to the public. This will be the first time reporting against SEforALL’s new Cross-Organizational KPIs. External analysis and summation of our progress to date will assist in capturing whether SEforALL’s envisaged contributions to the sector are aligned with what the sector needs to achieve SDG7.

- 1) Proposals assessed and review supplier selected: Estimated date - 23 December 2021.
 - Contract signed and kick-off meeting (virtual): Estimated 30 December 2021
 - Contract signed followed by a discussion of the assignment at the review orientation and planning meeting.
 - Orientation to available documentation, access, and processes to obtain information and key contacts in SEforALL
 - Discussion on key stakeholders to be involved; resources mapped to different interventions and timeframes within the review; process to introduce evaluators to stakeholders and key contacts and support needed from SEforALL
- 2) Inception-Phase: Delivery of Inception Report Estimated date of 14 January 2022
 - In the inception report the evaluators will further develop a methodology and implementation plan proposed in response to this TOR, including details of any requirements for qualitative and quantitative data collection, data formats, analysis and synthesis and a review matrix.
 - It is expected that the review will use an integrated mixed methods approach including quantitative and qualitative data and analysis.
- 3) Desk Review - document analysis & other data collection and analysis: Estimated start date 21 December and ongoing
 - Ongoing consultation with the SEforALL MEL Team for clarifying questions, guidance through documentation and interview scheduling, etc.
 - Interviews with staff, management, donors, key partners and other relevant key stakeholders
- 4) Presentation of initial findings from 10-Year Review: Estimated date: week of 14th February 2022
 - Analysis of SEforALL's contributions to the energy sector, value proposition
 - Analysis and synthesis of SEforALL's key documentation including Annual Reports and previous evaluations, to: a) produce a meta-analysis; b) synthesize data into SEforALL's pre-existing database and map pre-2020 results to SEforALL 2.0 Theory of Change; c) draw conclusions regarding the relevance of SEforALL in the energy sector, and d) summarize progress and likelihood of achieving the results set out in the 3-year Business Plan – therefore retrospectively mapping all work to SEforALL 3.0 Theory of Change, and e) learnings and recommendations to help maximize our impact as an organization
 - Initial findings will be presented to SEforALL for this component the week of 7 February 2022; SEforALL will have 2 weeks to respond to initial findings with further content and comment.
- 5) Storyline Component: Estimated start date – week of February 14th 2022.
 - Review SEforALL's evolution as an organization throughout its three phases, including review of past Annual Reports, analyze and synthesize qualitative and quantitative data into key learnings / recommendations / progress towards the outputs and outcomes in the organization's new Theory of Change.
 - Outline SEforALL's current value proposition in the energy sector and recommendations to adjust to the needs of key stakeholders and the energy sector in order to achieve maximum impact in the decade of action
 - Establish trajectory to 2030
- 6) Presentation of preliminary findings from storyline component (visual and narrative): Estimated timing week of 7th March 2021
 - Preliminary findings will be presented to SEforALL for this component during the week of 7th March 2021; SEforALL will have 2 weeks to respond to initial findings with further content and comment.

- 7) Report Drafting Phase Estimated date of 21 March – 1 April 2022
- 8) Draft report submitted: Estimated date 1 April 2022.
 - The Draft Review Report will be circulated to key stakeholders for comment by the SEforALL MEL Team and returned to the review team within two weeks.
- 9) Final Draft of Review Report and PPT: Estimated start date of 18th April 2022
- 10) Submission of Final Review Report: Estimated date 29 April 2022. (as Word document and PPT file).

A presentation of the output is tentatively scheduled for 17-19 May 2022 (at SEforALL Forum)

It is expected the PPT presentation will outline of key findings and recommendations from the review. It is expected the slides will be shared with key stakeholders internally and externally in the following formats:

- Evaluation team will present to SEforALL Leadership Team, and all program Leads remotely via Zoom
- Evaluation team welcomed to include in their submission a process in which to present at the SEforALL Forum which is tentatively scheduled for 17 to 19 May 2022; this could be either remotely or in-person if there were additional capacity building or facilitation exercises that could be conducted with SEforALL as side events; please note if we agree to go ahead with this in person, a separate TOR will be required to account for this exercise and related cost, as it is funding dependent
- Evaluators are welcome to outline their best solution for the above presentations
- The PPT presentation will be expected to be used for both internal and external audiences and therefore sharable for transparency.

6. Deliverables and Time Frame

The review is expected to be completed between December 2021 and April 2022 with a final presentation to the Review Steering Group in late April 2022.

#	Deliverable	Timing	Date
1	Inception Report:	2 business weeks after contract signed (excluding the typical holiday break)	14 January 2022
2	Presentation of Initial Findings:	4 weeks after approval of Inception Report	14 February 2022
3	Presentation of Preliminary Findings: Storyline (visual and narrative)	2 weeks after feedback from Initial Findings	7 March 2022
4	Draft Review Report:	2 weeks after feedback from Preliminary Findings	1 April 2022
5	Final Review Report & PowerPoint slide deck, including internal PPT presentation to SEforALL Leadership Team and programme leads	2 weeks after delivery of Final Draft Report	29 April 2022
6	External presentation of PPT version of findings either remotely or at the SEforALL Forum as per above description	At SEforALL Forum	Tentatively the 17 to 19 May 2022

All reports are to be written in English. SEforALL will provide a proposed template for different outputs to be reviewed and discussed with the evaluator(s). A section explaining any limitations of the review in terms of evaluability or data access will be included in the inception report and draft and final review report as appropriate.

7. Review Team Competencies

The review shall be conducted by a team with a designated Team Leader and comprise a minimum of two evaluators. The knowledge and skills required for this assignment include technical evaluation expertise, policy and institutional experience, and interpersonal and communication skills. It is expected the bidder(s) will outline their professional affiliations and principles in the proposal(s) submitted.

Minimum requirements for each review team member:

- The lead evaluator is required to have a master's level post-graduate qualification in evaluation, social science, international law, international relations, political science, development studies, economics, energy, engineering, or climate science. Other relevant qualifications may also be considered along with significant relevant experience.
- Minimum of 10 years of demonstrated relevant experience in the field of monitoring and evaluation, including experience in undertaking evaluation of advocacy and influencing initiatives, partnerships, innovation, and systems change, programme design and implementation, organizational reviews.
- Must have experience and expertise undertaking cross-organizational programme or portfolio evaluations
- Knowledge and experience of evaluations in the energy sector
- Must have demonstrable experience evaluating at a programme / intervention level and organization level, integrating both levels into insights and recommendations
- Demonstrated experience evaluating organizations that are in the midst of strategy and organizational change within the evaluation timeline.
- Language skills: high level of competency in both written and spoken English
- A demonstrated track record of conducting evaluations in the international development space with professionalism, integrity, respect, and a non-biased approach when drawing conclusions and interacting with all key stakeholders

Additional Desirable Skills and Experience

- Demonstrated experience working in evaluating advocacy organizations and organizations focused on implementation as well, particularly in the context of the goals of SDG7 including policy and regulatory environments, access to finance, political will, partnerships, and country support for sustainable energy market development
- Demonstrated experience in conducting evaluations focused on an impact journey of an organization with the application of Appreciative Inquiry as a lens.
- A minimum of 10 years of relevant experience of international relations and the international development cooperation field.
- Recent experience of working with the UN system, and multilateral organisations.
- Experience in reviewing comparable organizations to SEforALL and other similar international organizations.
- Language skills: competency in a second language in addition to English is desirable.
- Experience of delivering at least one evaluation report related to the energy sector.

The Consultancy Company Qualifications:

When submitting the bid, the company should include evidence that at least the team leader, and ideally two evaluators, have undertaken at least two institution-level reviews or evaluations in the past three years.

8. Review management

The review will be managed by The Head of SEforALL's MEL Team who will be the overall responsible point of contact for regular management and decision making. The detail of the review in regards to questions surrounding documentation, evidence and other related guidance will be supported by SEforALL's dedicated MEL Analyst. Drafts will be reviewed by the Review Steering Committee.

9. Selection Criteria for Proposals

Proposals will be assessed and rated using the following criteria:

- Evaluation expertise and experience
- Thematic area (i.e., energy sector) knowledge and experience
- Proposed approach, methods, and ways of working
- Understanding of SEforALL and purpose and scope of the review
- Value for money and justification of proposed costs
- Interpersonal and communication skills.

Note: Interviews may be held with selected proposers as part of the selection process.

10. Bidding Process

All proposals must be submitted in a PPT or PDF, and are to include:

- Technical proposal
 - o Proposed approach, framework and methodology, and ways of working
 - o Roles and responsibilities and CVs of proposed team
 - o List of clients
 - o Example evaluation or review reports
 - o 3 referees
- Financial proposal (to be submitted as a separate document)
 - o Providing detail of time worked per person on the different stages of the review

Please submit your proposal to procurement@seforall.org by 16 December 2021, 17:00PM Central European Time. In case of questions or queries please contact SEforALL via procurement@seforall.org