Request for Proposals

Recruitment of a consultant for the definition of the regulatory framework and the strategy for electric vehicle charging infrastructure development (IRVE) in Senegal

Date: 14 November 2025

I. Conditions of Submission:

The African Climate Foundation (hereinafter referred to as “ACF”) is soliciting proposals from consulting firms (hereinafter “bidders” or “offerors”) to submit their best offers (hereinafter “bids” or “offers”) for the **definition of the regulatory framework and the strategy for electric vehicle charging infrastructure development (IRVE) in Senegal**. This Request for Proposals (RFP) is open to entities deemed capable of implementing the scope of work, recognised for their integrity and professional ethics, and meeting the eligibility criteria set forth in this RFP.

Clarification of bidding documents: All questions pertaining to this RFP must be submitted in written form by November 21st, 2025 to baba@africanclimatefoundation.org. Questions and answers will be posted on the ACF GivingData platform consultable here: RFP 01 – IRVE Questions and Answers. In order to ensure the impartiality of the procedure, ACF's responses to all questions deemed relevant will be made available for all potential bidders on the GivingData platform.

Submission of bids: All bids with technical and price proposals must be received by 5 December 2025 at 5PM Senegal time (3PM South Africa time). Only submissions via the ACF GivingData Portal will be accepted. A Bid received after the deadline for submission of bids shall be rejected.

Electronic submission platform: All proposals must be submitted through the **Giving Data** platform, ACF's electronic portal for grant applications and procurement. Applicants are required to click on the following link: ACF Portal to access the submission forms. On the platform, applicants will be able to: (i) access comprehensive information regarding this RFP; (ii) access to the complete RFP document and related annexes; (iii) submit their technical and financial proposals; (iv) ask questions and receive responses from ACF; and (v) receive notifications of any updates, amendments, or clarifications to the RFP.

Applicants are strongly advised to register on the platform as early as possible and to check regularly for updates, as all official communications regarding this RFP will be posted exclusively on the Giving Data platform. To avoid last-minute technical difficulties, applicants are encouraged to begin uploading their proposals well in advance of the submission deadline.

II. Context

Senegal, committed to energy transition and sustainable development, aims to become a sub-regional leader in electromobility. This positioning is based on its renewable energy potential (over 30% of the electricity mix in 2024), its structured road network, and its commitment to honour international agreements, particularly under the Paris Agreement and Nationally Determined Contributions (NDC). The transport sector represents approximately 25% of national greenhouse gas emissions. In this context, promoting electric vehicles (EVs) and developing Electric Vehicle Charging Infrastructure (IRVE) are essential to reduce carbon footprint, improve urban air quality, and contribute to sustainable transport.

However, deployment of this infrastructure remains in its early stages: to date, only a few pilot charging stations have been installed by public and private actors, without specific regulatory oversight. There is no regulatory framework for equipment, no approval procedures for operators, and no integrated pricing model. This situation hinders investment initiatives, increases technical and legal risks, and limits the scaling up of pilot projects. Furthermore, several public actors (MEPM, ANER, AEME, ASER, SENELEC, DER, the Ministry of Transport, the Ministry of Industry, and local authorities) operate in related fields without formal coordination mechanisms, which undermines the effectiveness of public action. The need for a clear and coherent governance framework is becoming increasingly urgent. Additionally, numerous regional dynamics, particularly within the Economic Community of West African States (ECOWAS) and the West African Economic and Monetary Union (WAEMU), aim to harmonise technical and regulatory standards for electromobility. It is essential for Senegal to align with these regional dynamics and anticipate these developments.

Given these observations, MEPM, in coordination with sectoral stakeholders, has included in its agenda the establishment of a comprehensive regulatory framework, accompanied

by a national IRVE deployment strategy and an appropriate governance and pricing system. These Terms of Reference are part of this initiative.

The Ministry of Energy, Petroleum and Mines has entered into a partnership with the African Climate Foundation (ACF), the leading African foundation working on the nexus of climate change and development to accelerate the country's energy transition. In this context, ACF is recruiting a consultancy firm to support the Ministry in establishing a regulatory framework and a strategy for developing electric vehicle charging infrastructure, in order to promote sustainable mobility and support the energy transition in Senegal.

III. Specific objectives

To structure the regulatory framework and IRVE deployment strategy, the selected measures must ensure regulatory compliance, operational efficiency, and technical sustainability, and should focus on the following specific objectives:

1. Analyse the current context to identify regulatory gaps concerning IRVE in Senegal.
2. Conduct a legal, institutional, and technical assessment of the existing situation, including mapping ongoing initiatives, while estimating current electricity demand and forecasts over the timeframe for developing the Least Cost Integrated Plan (PIMC).
3. Propose a structured and incentive-based regulatory framework, supported by technical capacity building at MEPM, to formulate recommendations for drafting regulations governing the development and operation of electric vehicle charging infrastructure. These recommendations must clearly specify the type of electric vehicles covered by these regulations.
4. Implement a structured deployment scheme: establish a clear regulatory framework for charging operators, station installers, and all ecosystem stakeholders.
5. Define an appropriate pricing model for charging station use, considering accessibility, freedom of access, and non-discrimination.
6. Strengthen institutional coordination and strategic monitoring to facilitate cooperation between public and private actors for harmonious integration of this infrastructure into the Senegalese electricity system.
7. Strengthen MEPM's technical and institutional capacities.
8. Define a strategy outlining Senegal's ambitions in electric mobility, particularly territorial coverage with IRVE.
9. Define a territorial, inclusive, and progressive IRVE deployment strategy.

10. Propose incentive mechanisms to stimulate private investment.

IV. Expected results

At the end of the mission, the following are expected:

1. **A clear, coherent, and operational regulatory framework**
   - Present results of the legal and institutional review of the current situation for IRVE in Senegal
   - Draft regulatory texts to promote IRVE development
   - Integrate principles of interoperability, security, accessibility, and energy efficiency into the legal framework
   - Propose incentive measures (fiscal, tariff, land, etc.) to encourage private investment in IRVE
2. **A realistic and inclusive IRVE deployment strategy**
   - Define strategic directions for national territorial coverage, consistent with sustainable mobility, renewable energy, and land planning policies
   - Identify at least five (5) representative pilot sites in urban, peri-urban, rural areas, and priority road corridors to test different deployment models
   - Develop an operational action plan with indicative timeline, stakeholder roles, potential funding sources, and performance indicators
3. **A structured and sustainable pricing mechanism**
   - Propose a charging service pricing model considering energy costs, initial investments, maintenance, and users' ability to pay
   - Evaluate subsidy options, differentiated pricing, or integration into the national tariff system
4. **A strengthened governance and inter-institutional coordination mechanism**
   - Establish consultation structures bringing together key actors: ministries, local authorities, operators, regulators, civil society, and other stakeholders
   - Propose a monitoring, evaluation, and strategic management system for the IRVE programme, ensuring initiative coherence and regular information reporting
5. **A capacity building and skills transfer plan**

- Develop a technical and regulatory training programme for public officials, private operators, local authorities, and other stakeholders
- Propose partnerships with training institutions or international actors for local capacity building

V. Monitoring of the activity

An inter-ministerial committee bringing together representatives from relevant ministries will be established to effectively coordinate monitoring activities required during the work and ensure a clear and coherent governance framework.

VI. Missions of the consultant

The consultant will conduct activities using a methodical, collaborative, and results-oriented approach, based on the following elements:

a. Task 1: Develop regulatory texts governing IRVE, including:

- Conduct a documentary review of existing national texts (laws, decrees, standards)
- Define applicable technical standards, including IRVE interoperability principles
- Establish a coherent tariff model for charging infrastructure use
- Establish procedures and conditions for IRVE installation, operation, and maintenance
- Map ecosystem actors and their respective mandates
- Organise international benchmarking among mentioned countries (France, Morocco, Norway, etc.) to capitalise on best practises

b. Task 2: Define an IRVE deployment strategy, including:

- Develop an initial portfolio of pilot projects, including at least five (5) representative IRVE initiatives across different territorial contexts, designed to demonstrate feasibility, test operational models, and gather lessons for broader implementation
- Analyse potential sites for pilot project implementation
- Prepare a methodological note defining criteria and the pilot site selection process
- Develop a detailed pilot project implementation plan, specifying technical, institutional, financial, and operational aspects
- Propose a plan for establishing an industrial chain for IRVE (and EVs)

c. **Task 3: Propose a capacity building plan for national actors through specialised training programmes to equip operators and technicians for vehicle charging station installation, maintenance, and monitoring, in accordance with international standards**
d. **Task 4: Propose a communication and awareness campaign to promote IRVE adoption**
e. **Task 5: Note on governance and inter-institutional coordination**
   - Propose a structured consultation framework among actors, including their roles and operating procedures
   - Recommendations for monitoring and evaluation, information reporting, and shared governance

VII. Duration and location

The mission will extend over a total duration of six (6) months from the contract signing date.

It will primarily be conducted in Dakar, Senegal, with possible travel to different regions of the country for information gathering, stakeholder consultations, and pilot project monitoring.

VIII. Deliverables and timeline

The consultant will provide the following deliverables:

a. **Deliverable 1 - Draft IRVE regulatory framework**
   - Draft regulatory text(s) defining technical standards, installation and operation conditions, authorisation procedures, stakeholder responsibilities, and control and sanction mechanisms
   - Explanatory note presenting regulatory choices made and main recommendations
   - This deliverable must be finalised within 3 months of contract signing.

b. **Deliverable 2 - National IRVE deployment strategy**
   - Strategic vision and short, medium, and long-term objectives
   - Analysis of national context, international benchmarking, identification of opportunities and constraints
   - Pilot evaluation report and deployment plan with reasoned selection of at least five (5) representative pilot sites

- Operational action plan including activities, timeline, actors, and monitoring indicators
- Plan for establishing an industrial chain for IRVE

c. **Deliverable 3 - Charging service pricing model**
   - Proposal for a sustainable and equitable pricing mechanism
   - Analysis of different pricing options, associated costs, and their economic impact on users and operators
   - Recommendations for integration into national tariff regulation

d. **Deliverable 4 - Methodological guidance note integrating risk management, identifying potential risks related to implementing the regulatory framework and strategy, and proposing appropriate mitigation measures**

e. **Deliverable 5 - Final summary report**
   - Consolidated document including all analyses, recommendations, technical deliverables, and implementation directions
   - Technical and legal annexes, databases or associated maps, as applicable
   - Executive summary note for political decision-makers

IX. Team Composition

1. **Energy Law Lawyer or Development Strategy Expert**
   - 10 years of experience in energy law, energy public policy, infrastructure regulation, or designing regulatory frameworks and strategies in the energy, electromobility, or infrastructure sector
   - Completion of similar missions (minimum 3)
   - Knowledge of African or Senegalese context would be a major asset
   - Skills in project management, team coordination, and communication
2. **IRVE/Electromobility Technical Expert: Electrical or energy engineer or equivalent**
   - Technical expertise (minimum 5 years) in IRVE design, installation, operation, and maintenance
   - Good knowledge of international standards (IEC, ISO) and charging technologies (AC, DC, V2G)
   - Completion of two (2) similar missions
3. **Sustainable Mobility Expert**
   - Eight (8) years of experience in mobility issues
   - Ability to link energy transition and accessibility

- References in similar missions (minimum 2)

4. **Economist Specialising in Pricing Models**
   - At least five (5) years of experience in energy or public infrastructure pricing
   - Mastery of economic modelling tools
   - At least 2 similar missions in developing pricing models or cost-benefit analysis and funding mobilisation

X. Documents to submit

The Bidder shall prepare one bid in two parts (technical and price quote) with all the required sections of the proposal and shall be signed by a person duly authorised to bind the Bidder. The bid should include

Technical Proposal: The applicant shall submit a full technical proposal that will include:

- The understanding of the mission
- The methodology and approach to reach the objectives. The bidder should details the activities with expected results and key milestones;
- Workplan, which must include a detailed timeline of activities – inclusion of number of days is required for each stage.
- Team composition with CVs of Proposed professional Staff with their precise roles and responsibilities in the assignment
- Evidence of its technical qualifications and ability to perform information related to past experiences on similar assignments. This shall consist of references to successful prior projects of a similar nature. These references should include contact names, e-mail addresses, and telephone numbers of people who can be contacted regarding the Bidder's prior performance.

Financial proposals: Bidders shall prepare the budget (price quote) in a Microsoft Excel format with the detailed cost breakdown and the total price of the services offered in response to this RFP. The Bidder shall indicate the unit price in USD for each service, the description, the quantity, and the total cost in USD of the Bid. Supporting information should be provided in sufficient detail to permit a full analysis and assessment of the adequacy of each cost element.

XI. Bid validity period

Bids shall remain valid for **ninety (90) days** after the offer deadline.

XII. Evaluation criteria

The weighting for evaluation criteria is attached to this document.

Technical proposal evaluation criteria

1. **Understanding of the mission and context.** Evaluation of the consultant's ability to demonstrate deep understanding of electromobility issues in Senegal, mission objectives, and specific challenges related to the regulatory framework and IRVE strategy. The relevance of the contextual analysis proposed by the consultant will be a key indicator. International Consulting firms are encouraged to partner with local firms to maximise their chances.
2. **Proposed methodology and approach.** Analysis of the clarity, relevance, innovation, and feasibility of the proposed methodology for task execution. This includes the relevance of steps, tools, techniques, and participatory approach (consultations, workshops). Particular attention will be paid to how the consultant plans to manage identified challenges and ensure deliverable quality.
3. **Work organisation and planning.** Evaluation of work plan coherence, proposed timeline, resource allocation (person-days per task), and risk management. The clarity and realism of the schedule will be determining factors.
4. **Quality and relevance of proposed team.** Assessment of general and specific experience of key team members and their complementarity, as well as their knowledge of the Senegalese context. The proportion of local experts and their role in the mission may also be considered.

A first phase of consultant selection is done through a Call for Proposals with an evaluation grid attached (See Annex) to this document. For the next phase, proposals scoring at least 70 will qualify for the second phase concerning financial proposal evaluation.

Financial proposal evaluation criteria

1. **Total service cost**

Evaluation of the reasonableness and competitiveness of the proposed budget relative to the mission scope and market prices. Attention will be paid to cost breakdown (fees, travel expenses, other costs).

2. Quality/price adequacy

Analysis of the relationship between technical proposal quality and financial cost. The objective is to select the proposal offering the best value for money.

3. Evaluation method

The final consultant selection method is based on the lowest bidder with a calculation using weighting that takes into account the score obtained during the qualification phase. Indeed, the technical proposal will count for 80% of the final score while the financial proposal will be 20% in terms of weighting. Thus, the final score will be calculated using the following formula:

$$Nf = (Nt \times 0{,}8) + \left(\left[{Of}/{Ofm}\right] \times 20\right)$$

Where:

- Nf = Final score
- Nt = Technical score
- Of = Consultant's financial offer
- Ofm = Lowest financial offer

ACF will award the consulting position to that Bidder whose proposal is deemed acceptable, and which offers the best value based upon the evaluation criteria in Section Evaluation Criteria. For a bid to be deemed acceptable, it must comply with all the terms and conditions of the RFP. In addition, the successful bidder must have technical expertise, management capability, workload capacity, and financial resources to perform the work.

Appendix: Technical evaluation criteria grid

The maximum score for the evaluation of the criteria for the whole team is 50 points with a level of 0.5. The grids below give the distribution of points:

Weighting for the Lawyer's assessment, maximum score 16			
Experience in energy law, maximum score 7			
Diploma and CV		Yes	Not

	Master of Laws or equivalent	2	1
	Detailed CV with references	Yes	Not
		2	0 to 1.5
Number of years of experience	Less than 5 years strictly	0 to 1.5	
	Greater than or equal to 5 years	3	
Similar assignments, maximum score 3			
Similar missions	A similar mission	1	
	Two similar missions	2	
	Three or more similar missions	3	
Contextual awareness, maximum score 3			
Knowledge of the African and Senegalese context	Knowledge of the African context	2	
	Knowledge of the Senegalese context	1	
Project management, management and communication skills, maximum grade 3			
Skills	Project Management	Yes	No
		1	0
	Team Coordination	Yes	No
		1	0
	Communication	Yes	No
		1	0

Weighting for the evaluation of the EVSE/Electromobility Technical Expert, maximum score 10			
Technical expertise, maximum score 5			
Diploma and CV	Master's degree in electrical engineering, energy engineering or equivalent	Yes	No
		2	1
	Detailed CV with references	Yes	No
		1,5	0 to 1
Number of years of experience	Less than 5 years strictly	0 to 1	
	Greater than or equal to 5 years	1,5	
Similar assignments, maximum score 2			
Similar missions	A similar mission	0.5	
	Two or more similar missions	1.5	
Knowledge of international standards and charging technologies, maximum score 3			
Knowledge of international standards and charging technologies	Knowledge of international standards	2	
	Knowledge of charging technologies	1	

Weighting for the Sustainable Mobility Expert assessment, maximum score 10			
Experience in sustainable mobility, maximum score 6			
Diploma and CV	Master's degree in Transport, Logistics and Sustainable Development or equivalent	Yes	No
		2	0 to 1
	Detailed CV with references	Yes	No
		1	0 or 0.5
Number of years of experience	Less than 8 years strictly	0 to 1.5	
	Greater than or equal to 8 years	3	
Similar assignments, maximum score 2			

Similar missions	A similar mission	0,5	
	Two or more similar missions	2	
Ability to articulate energy transition and accessibility, maximum score 2			
Ability to articulate energy transition and accessibility	Training Certificate	Yes	No
		2	0

Weighting for the evaluation of the Expert Economist Specialist in Tariff Models, maximum score 14			
Experience in economics and pricing models, maximum score 7			
Diploma and CV	Master's degree in Economics or equivalent	Yes	No
		2	1
	Detailed CV with references	Yes	No
		2	0 to 1.5
Number of years of experience	Less than 5 years strictly	0 to 1.5	
	Greater than or equal to 5 years	3	
Similar assignments, maximum score 2			
Similar missions	A similar mission	0,5	
	Two or more similar missions	2	
Ability to articulate energy transition and accessibility, maximum score 5			
Mastery of economic modelling tools	Control of a single tool	1	
	Mastery of two tools	2,5	
	Mastery of more than two tools	5	

Regarding the remaining three (3) criteria, the maximum score is also 50 points.

The grid below gives the distribution of points:

Weighting for the technical evaluation

Understanding of mission and context, maximum score 14			
Consultant Capacity	In-depth understanding of the issues		0 to 7
	Relevance of the Environmental Analysis		0 to 7
Methodology and proposed approach, maximum score 14			
Methodological and operational verification	Comprehensive methodological quality		0 to 7
	Risk Management		0 to 7
Organisation and planning of work, maximum score 12			
Comprehensive Planning Analysis	Quality assurance and risk management		0 to 7
	Clarity and realism of the schedule		0 to 5
Proportion of local experts and their role, maximum score 10			
Team expertise and local roots	Proportion of local experts	Less than 50%	0 to 2.5
		Greater than or equal to 50%	5
	Role in the mission	Low importance	0 to 2.5
		Strong importance	5