

Call for Proposal

Energy Transition Round Table Southeast Asian Countries

April 2021



Call for Proposal (CFP)

I. Background

Southeast Asia's impressive economic growth has created enormous opportunities and challenges. People in the region have benefitted from raised income and substantial poverty reduction, but they have also been exposed to increasingly higher levels of air pollution and hazardous emissions mainly due to the use of fossil fuels. In fact, the remarkable GDP growth in the last couple of decades has been largely fuelled by fossil energy sources, leading Southeast Asian countries to lead the global growth rate for CO₂ emissions per capita.

Energy demand is forecasted to grow by an average of 5% per year until 2035 across the region, which provides an opportunity to transition the economy to clean energy resources. The alternative is business as usual (BAU), fossil fuel-based power generation, which will undeniably lead to higher levels of carbon emissions, a consequent worsening of the climate emergency, health, well-being, and productivity of people in the region.

The next few years will be a critical window for reducing carbon emissions and delivering on the Paris Agreement. The latest Intergovernmental Panel on Climate Change (IPCC) report emphasizes that the GHG emissions need to reduce by half by 2030 if global warming is to be limited to safe levels by 2050 and Southeast Asia is critical to the success of the international community to achieve this objective.

An energy transition driven by renewable energy (RE), energy efficiency (EE) and sustainable infrastructures would allow countries in the Southeast Asian region sustain their economic growth, while ensuring environmental sustainability and energy security. Renewable energy sources have become very competitive and together with energy efficiency, they provide new opportunities for investment, growth and jobs while leading to environmental sustainability and safer climate.

In this context, the Southeast Asia Energy Transition Partnership (ETP) will bring together Government Donors, Philanthropies and Partner Governments to accelerate energy transition in Southeast Asia, deliver the Paris agreement targets on climate change and support partner countries to achieve their national sustainable development goals.

ETP's strategic objective to accelerate energy transition in Southeast Asia is predicated on the region's rapid growth and large populations that drive energy demand, which is expected to double by 2035. To abate damage to the human and natural capital of the region and to the world through greenhouse gas (GHG) emissions and the consequences of climate warming, there is a tremendous opportunity to supply this demand with renewable energy and to forge a rapid energy transition. With the initial countries of intervention, Indonesia, the Philippines and Viet Nam, having committed to energy transition through their climate commitments, they are implementing significant change through policies, regulations and programs to extend renewable energy and energy efficiency.

To make a significant difference through building knowledge and leadership in the Southeast Asian (SEA) countries to drive urgent energy transition toward low carbon economies, this call for proposal aims at selecting a suitable organization to develop a high-caliber and interactive program of seminars that exposes energy transition stakeholders, governments and their agencies, utilities and grid operators, private sector, financing institutions, and civil society organizations and the public in the region to interact on the acutely pertinent issues that currently challenge and provides opportunities for the pursuing energy transition objectives. The issues include, but are not limited to, emerging technologies and financing concepts available globally across the energy transition pursuits in renewable energy investments and expansion of renewable energy in the total primary energy supply and consumption, energy efficiency measures to stem wasteful utilization energy and rapidly integrate energy efficient technology in the mainstream conduct of the SEA economies, grid modernization and renewables integration in the smart transmission and distribution grids, and development of ongoing knowledge development platforms. The work under this call for proposal will contribute to the objectives of ETP to develop leadership and championship for energy transition and will:

- Build knowledge on the emerging and cutting-edge technologies and concepts among the leadership of the SEA countries for driving energy transition rapidly toward results in alignment with the countries Paris climate Agreement commitments.
- Develop a platform for continuing leadership development in the energy transition topics and activities that exposes SEA leaders to the most advanced reach applications and deployment of innovation in policy, regulation, finance, investment and technology.
- Create a class of leadership for guiding the energy transition efforts toward tangible outcomes that can interact with one another as a high-caliber network of professionals in the energy transition leadership.

The ETP is a unique new platform that brings together government donors, philanthropies and Southeast Asian (SEA) governments to fund (1) support an improved delivery environment to accelerate the energy transition in Southeast Asia, (2) improve coordination between other relevant initiatives in the region, including capital investments and technical assistance, and (3) promote communication and knowledge sharing among stakeholders in the region on energy transition. The Partnership is set up for an initial period of five years from 2020 to 2025 and works initially with Indonesia, the Philippines and Viet Nam, with a potential to expand to other Southeast Asian countries.

ETP's theory of change rests on four pillars of

1. Strengthening the renewable energy (RE) and energy efficiency policies (EE) enabling environment by enhancing the institutional planning and implementing capacities and improving RE and EE policies, regulations and Laws;

2. Increasing public and private investments flow in EE/RE by supporting improvement of policies, regulations and laws encouraging investments such as fiscal and financial policies and increasing availability of project finance, de-risking instruments and bankable projects.
3. Increasing the amount of RE integrated in smarter grids by providing technical knowledge and expertise for grid planning and operation and by increasing availability of investments for grid upgrades.
4. Strengthening human capital, knowledge and public awareness by fostering RE/EE knowledge that is accessible to relevant stakeholders and to the public supporting the development of a strong local workforce to enact the energy transition

The UNOPS Thailand Hub Office is hosting the Southeast Asian Energy Transition Partnership (ETP), providing a range of fund and program management support services to the ETP Secretariat. The ETP, under the direction of the Fund Director, is planning and implementing support to accelerate the Southeast Asian energy transition.

II. Description of Scope of Work

1. Rationale

Access to global knowledge, innovation and emerging technologies, networks, and concepts under pilots for financing models and private sector participation mechanisms, the leadership and stakeholders in energy transition in the countries under the program can make a stated and visible difference in expediting the transition and leverage the current political will to see rapid results. This Call for Proposal provides for a tailored professional forum for exchange of information to develop leadership and the stakeholders among the region's energy transition stakeholders endowing these with the latest context to the issues they are challenged in their daily energy transition activities. The Call for Proposal also aims to develop champions, enhance their capacity to lead and focus on the target objective, in the context of the complex and politically charged environment, in which energy transition occurs. It provides the participating leaders with tools and concepts and knowledge with which they can be successful in their efforts to communicate and navigate the energy transition process, address impediments and provide solutions to the most pressing energy transition issue.

The program under this Call for Proposal also enables ETP ensure that its own support to energy transition processes critically targets priority issues and the most critical impediments and bottlenecks to enable the transition retain momentum and reach the envisaged results of the SEA countries attaining their Sustainable Development Goals and the Paris climate goals.

2. Objectives

- To strengthen the level of knowledge and awareness in the government, private sector, and civil society stakeholders (e.g. relevant ministries, financial institutions, investors and civil society organizations) related to energy transition on the latest innovations and trends to build and further develop the national policy frameworks,

and programs to facilitate rapid increase of private and public financing into renewable energy, energy efficiency investment programs, grid modernization and general knowledge and awareness of among the stakeholders

- To develop an open access network and camaraderie among the SEA energy transition stakeholders for easy exchange of information and experience on key concepts, from pilots in the Region and in the world, as well as on innovative technologies and concepts that have proven effective in pursuit of acceleration in energy transition.
- Design and deliver, through interactive effective, modern format and first-in-class methodology information exchange sessions and materials on energy transition topics, through experts and moderators, on topical subjects under energy transition in the region (e.g. carbon pricing, coal-phase out, decommissioning, power purchase agreements, workforce development, auction and other market mechanisms, equipment, and civil society awareness building, political economy considerations, curtailment, among many other), tailored to and accounting for the specific stages in energy transition prevalent in each country under this Call for Proposal. Ensure acute relevance of the menu of topics and agendas and develop mechanisms to monitor uptake of the ideas and suggestions under the program. The program shall build upon and complement previous and on-going country capacity-building activities related energy transition and incorporate, as efficient and effective, the SEA capacity building and/or educational institutions in the program delivery.
- Provide value adding and a *go-to* and a sustainable forum for exchange of information, experience, lessons learned and successes achieved in the region and elsewhere and develop a network of stakeholders in energy transition in the SEA countries.

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3. Scope

The implementation partner is expected to start activities in June 2021 and complete at least 24 sessions in 24 months of current and relevant discussions with a focus on critical subjects that can address the key challenges and impediments to energy transition to in the SEA region to expand knowledge, enable easy exchange of information and experiences and generate a network of peer stakeholders in the Region by June 2022.

4. Expected Outcomes

The Energy Transition Round Table is expected to generate the following outcomes, in each country, Indonesia, the Philippines, and Viet Nam:

- Develop knowledge among the energy transition champions among leadership of energy transition stakeholders, including in the public and private sector, and civil society, equipping these with tools and concepts to deploy to resolve problems in the policy and program areas under the energy transition processes, and contribute to their resolve and confidence in guiding the economies in the energy transition in the SEA countries:

- Develop a network among the energy transition champions and stakeholders for easy access of knowledge and sharing of experiences; and among the SEA countries energy transition leadership and global leaders in the topical areas; and
- Develop an on-line library and recorded and a live forum for continuing access to new concepts and technologies under testing and piloting, as well as best practices, enabling the SEA countries' energy transition leadership to continue their continuous learning.

5. Description of Specific Activities

All activities below shall be conducted in close coordination with and based on instructions of the ETP Secretariat. All deliverables are subject to review and endorsement of ETP Secretariat, and where applicable, donor collaboration.

Activity 1. Design professional development for energy transition leadership in Southeast Asia

- Identify existing energy transition programs that aim to develop capacity and knowledge at regional level, connecting stakeholders with their regional peers; and assess the quality and effectiveness and identify gaps, particularly with respect to the needs of the energy transition champion and stakeholders in their respective energy transition contexts.
- Identify an agenda for a series of engaging webinars and sessions with industry experts and a menu of topical sessions and delivery modalities to attract significant end-user interest; link these specifically to each country's needs and stage in energy transition, and identify delivery mechanisms, modular and on-line delivery, ensuring interactive and pertinent knowledge delivery on global experience and innovation, emerging technology and new concepts being tested and deployed successfully elsewhere, designing the platform for and ensuring motivating interaction and sharing of experiences. All sessions will be acutely focused on topics that are current and relevant to energy transition challenges and opportunities in Indonesia, Philippines and Vietnam. These will draw on the experiences and take the opportunities to the next stage to break through the barriers to energy transition, i.e. plant seed of opportunities and visions in the minds of the participants for progressive steps and tools to move their energy transition forward.
- Identify partners in the delivery of the webinar program, including among the global leaders in the topical areas of energy transition and accounting for capacities and involvement, to the extent value adding, of the local and regional institutions and persons. Establish long term networking relationship with these and the SEA countries energy transition leadership for grounding a long term access in a collegial network of energy transition champions, possibly through a questions portal accessible for stakeholders to access information and guidance on the bases of 'ticketed' requests, thus establishing a sustainable peer-to-peer learning modality.
- Develop communications methods and a participation policy, ensuring high regard and reputation for a unique program; establish an effective communication campaign for the program drawing in at minimum 100 participants per program; develop feedback mechanisms and monitoring of the uptake of the information and experiences imparted during the sessions; and develop a plan for sustainability for the program to continue without the support of the Funder; at all stages of delivery account for the language

and translation needs to ensure broad-based involvement of the stakeholders and greater effectiveness of the program. All sessions will be recorded and made available in a library of sessions.

Activity 2. Delivery of the Energy Transition Round Table in Southeast Asia

- Deliver the program, ensuring its modern, trouble-free broadcasting, offering ample opportunities for interaction among and with the participants, and pertinence to the actual situation on the ground regarding the stage of energy transition to each country's case.
- Provide modern, accurate and in-depth materials to complement the sessions accounting for the language and translation needs, linking these in such a way that they constitute a tool kit and a compendium of energy transition updated concepts for practical deployment. All sessions and materials will be simultaneously translated into Vietnamese, Bahasa, and Thai to ensure absorption and accessibility of the Round Table in most of the Southeast Asian Countries. The content will be delivered in English.
- Establish a professional, high-profile and high-caliber reputation and status for the program with a strong value addition to the participant's personal development and professional competencies.
- Establish a go-to resource for energy transition professionals and stakeholders through which they have continuous access to resources and can maintain interaction with the speakers and knowledge providers globally. All resource materials will be accessible by the public and are not restricted in terms of access.

Activity 3. Assess feedback and provide for continuous improvement of the Energy Transition Round Table

- Evaluate participation and the level of interest and steer the program to meet and preempt demand where feasible, triggering conversation on issues and complexities in the energy transition that help to advance the conversation at country level toward new targets and improved, more efficient pathways to reach energy transition objectives;
- Assess sustainability considerations for the program, enabling its continuity without donor support;
- Ensure effective and best-in-class communications campaign on the program online and, when appropriate, in physical presence, monitor the presence, visibility, interest and relevance of the program.
- Prepare regular reports, providing for the curricula, the design, delivery, participants, lessons learned and post-assessment of the professional development program.

6. Cost and Financing Plan

The project is expected to cost less than US\$600,000, which provides an upper limit for the budget from ETP. This funding is reflected in each of the three country plans as \$200,000.

7. Implementation Arrangements

The project is implemented through a call for proposals for an entity, private or public, that has capacity to (i) access experts in the pertinent topical areas for the webinar or physical sessions, (ii) design learning and information exchange sharing that are deeply rooted in and relevant to

the Southeast Asian context and the developments, challenges and opportunities, in the stages of energy transition experienced by Indonesia, the Philippines and Vietnam, and (iii) conduct a successful publicity campaign and bring in a significant audience of estimated 100 sector stakeholders to each topical session, comprising of knowledgeable and active energy transition participants, leaders, movers, and opinion leaders, as well as policy makers and implementers from public and private sectors and civil society.

Payment Schedule:

1. **First payment:** Twenty (20) percent of the contract amount after completion of inception report, providing a work plan with a indicative plans for the 24 months of sessions including their agendas and proposed expertise, scanning and assessment of the pros and cons of the current delivery of similar platforms and a strategy on how the project will deliver value addition in this context, methodology for delivery and communications plan for the campaign, a technical delivery plan, a time-bound work plan, and implementation framework for accomplishing the assignment and a fully detailed results-based monitoring framework for the project;
2. **Second payment:** Forty (40) percent of the contract amount after completing of 50% of the sessions, provision of an interim reporting that accounts for the delivery, providing for session outcomes in a publishable format, review of the work plan, and the results-based monitoring framework;
3. **Third payment:** Thirty (40) percent of the contract amount after completion of all sessions, and a final report, providing a fully detailed account of all sessions, session outcomes, in a publishable form, fully evidenced results-based monitoring framework and recommendations for sustainable continuation of webinars, educational and information exchange sessions, with a clear and realistic financing plan for sustained operations, long term targets and delivery mechanisms. .

Assumptions

The following information are provided to enable you to properly schedule and resource the project:

- The proposal will be delivered by an entity that has experience with public energy transition educational and information sharing program delivery, including on-line and physical experience and knowledge of the state-of-the-art technology and communications techniques, pedagogical competencies related to adult education and stakeholder awareness building, development of leadership and advocacy.
- The implementing entity will incorporate global best practices and latest technological inputs and concepts based on a highly developed, detailed and analytical assessment of the urgent, relevant, and necessary innovations in the energy transition domains in Southeast Asian economies, particularly in Indonesia, the Philippines and Vietnam, weaving in regional sharing, benchmarking, lessons learned, and checklists for moving policy fronts and practical investment programs toward low carbon economies.

- The implementing entity will engage with the Region’s Governments and stakeholders, including donor partners, throughout the project to consult these on information exchange needs, knowledge gaps, and opportunities to pursue stronger policy framework and advancement of the political economy toward greater and more far-reaching demand for clean, low carbon energy systems in the Region.
- The Project will identify a sustainable financial model for continued operations of the Energy Transition Round Table and its outreach activities, learning platform, and educational services, with constant pursuit of upgrading knowledge and access to best practices to strive at continuous improvement and advancement among stakeholders in energy transition.
- The Project will capitalize on the latest information of the recent technological and energy related developments available globally and developments in fossil fuels prices, and improvements in renewable energy technologies as well as reflect their impact on prices and tariffs, among others efficiency improvements.
- The Project will work under the overall guidance of ETP Steering Committee, its Secretariat and Advisory Committee. The implementing entity will prepare Inception Report, session reports with the relevant materials for publication through ETP Secretariat, Interim Report, and Final Report. All reports will be reviewed and accepted by the ETP Secretariat upon the incorporation of its comments.
- The implementing entity will designate one Team Leader as responsible for coordination, quality of the project, its outputs, sessions, reporting and outcomes.
- The Project will ensure that it accounts for environmental and social impacts in the context of the terms of reference and identifies environmental and social costs and benefits within the Project. Furthermore, the Project shall provide a response that demonstrates its commitment to support gender equality and women’s empowerment through its operations.

Timeline:

Key Deliverables	Inception Report (08/2021)	Interim Draft (End 2021)	Final Draft (05/ 2022)
Work plan and session plans, Results-based project monitoring framework	x		
First 6 sessions		x	
Second 6 sessions		x	
Sustainability Plan		x	

Outcomes, Objectives and Milestones

Dated: 19 April 2021

Outcome 1.0:

Expansion of knowledge and demand for low carbon economies in the Southeast Asian Region, particularly Indonesia, the Philippines, and Vietnam, measured by survey results in addition to number and quality of public demand for greater ambition in the NDC targets.

Output 1.1 Results focused session planning for dissemination of information and educational information sharing sessions in highly pertinent issue areas relevant for the Southeast Asian economies and their energy transition, particularly in Indonesia, the Philippines and Vietnam.

Output 1.2: Comprehensive materials and session outcome reports as reference material that serve uptake of the newly acquired information and knowledge from the sessions by the participating stakeholders.

Proposed milestones

Milestone Date Milestone:

07/2021: Mobilization of Project
08/2021: Inception Report: Work plan with session plans, results-based monitoring framework, communication plan and delivery plan.
08/2021 - 06/2022: Publishable session reports
12/2021: Interim report with updated results framework, updated work plan, compendium of session reports and materials.
05/2022: Draft Final Report
06/2022: Final Report

Evaluation process:

In line with UNOPS evaluation principles of fairness, transparency and integrity, an independent Grant Evaluation and Selection Committee will be responsible for the review of proposals and the Grantee selection. The review is based on the criteria outlined in the 'Call for Proposals' (CFP) and includes an assessment of the grant proposal's formal, technical and financial aspects. The review should usually include at least two (2) 'substantially compliant' proposals from each province and result in the selection of the lowest priced, substantially compliant proposal. Any non-compliant proposal may automatically be eliminated from the evaluation process.

Criteria	Maximum Score
Organizational Background & Capacity: - Legal status (registration with government approved authority - Demonstration that the proposing organization has the experience, capacity, and commitment to implement	10

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successfully the proposed grant activities	
Objectives and Expected Results; Demonstration of the proposal meeting the basic eligibility criteria as set forth in the CFP (including Limitations; Minimum Requirements/Qualifications; and Other considerations)	10
Implementation Plan and Approach Presentation of a sound strategy or approach to achieve the stated objective, activities and expected results	30
Partnerships & Risk Considerations Demonstration of the organization involvement and consultations with appropriate stakeholders, in the design and development of the project	30
Ability to deliver the activities within the agreed upon timeline	20
Maximum Score (Technical Component)	100

UNOPS Grant Support Agreement:

The UNOPS Standard Grant Support Agreement (GSA) containing UNOPS General Conditions for Grant Support Agreements (Annex D of the UNOPS Grant Support Agreement template) is herewith attached. The GSA constitutes an integral part of this CFP as it is mandatory to accept this agreement with its conditions before submitting a proposal.

Interest / Grantee Application template:

If your organization is interested in submitting a grant proposal in response to this CFP, please kindly prepare a short 'Expression of Interest' statement (below) and complete the Grantee Application template (Annex A)

My organization _____ is hereby formally interested in the advertised grant program /component and will submit a proposal within the established timeframe.

Authorized signature:	
Title:	
Date:	

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III. General Instructions for Proposal

Dated: 19 April 2021

General instructions for proposal submissions

How to submit: Fill out the Expression of Interest form in Annex A, and prepare the Grant application form in Annex B form, attaching necessary supporting documents to assist the submission.

When to submit? Deadline: ____ 2021 (by 17:00, [-----] Time)

Questions and clarification? Please contact _____ at _____, during the period _____ - _____ 2021. Request for clarifications or questions submitted before or after the mentioned date will not be considered.

Where to submit? Office email: _____

5.2 Eligibility criteria as per project agreement

Limitations.

- Limited to entities with demonstrated experience in working in different geographic regions (global) or in at least 2 of the following: Latin America, Asia, Pacific, Africa, and East Europe. - Limited to entities with proven experience (of at least 5 years) in education, leadership development, research, policy analysis, and/or capacity building activities in energy transition or climate action in line with the Paris Agreement.

- Grantee may include non-governmental organizations such as community groups, research institutions, indigenous groups, charitable organizations, foundations, as well as governments and other UN entities. Entities are eligible as long as the grant project does not have the purpose of producing a direct financial profit, however this does not refer to the reasonable recovery of a grantee's overhead or operational costs up to a limit of 10% of the total project amount.

- The Grantee is responsible for implementing the activities outlined in the Agreement and is accountable to UNOPS for the use of the funds. UNOPS, as the contributing agency, remains accountable to the Donors.

Minimum requirements/qualifications:

- Expertise in the development and coordination of capacity building activities with developing countries in climate action transparency or related fields;
- 5 years' experience in research and policy analysis, communications and training on climate mitigation and adaptation, particularly energy transition; - Demonstrate capacity to work in English is essential. Capacity to engage personnel to work with countries in SEA languages is a strong asset);
- Administrative capacity for financial annual turnover of at least USD 200,000

Other critical considerations:

- Experience in capacity and professional development on energy transition, solar, wind, energy efficiency, energy regulation, grid modernization, transitional energy economics in policy, regulation, investment programming for renewable energy and energy efficiency and smart grids and access to finance will be a strong asset;
- Research and policy analysis expertise in the following sectors will be considered a strong advantage: energy, solar, wind, energy efficiency, grid modernization and smart grids, capacity development in the energy and energy transition domain;
- Expertise in assessing sustainable development impacts and transformational change potential of energy and transitional energy sector policies and programming will be an asset;
- Past performance will be strongly considered when selecting the most suitable proposal. History working with public and private sector clients, in particular in developing countries, particularly in SEA countries, shall be provided, by completing the provided experience history form attached to the proposal.
- An emphasis on gender-inclusive approaches will be considered during the evaluation process. The applicant should demonstrate how it intends to ensure gender equality in implementing this project and also share any information on its own internal approach to gender issues.

6. Evaluation process

In line with UNOPS evaluation principles of fairness, transparency and integrity, an independent Grant Evaluation and Selection Committee will be responsible for the review of proposals and the Grantee selection. The review is based on the criteria outlined in the 'Call for Proposals' (CFP) and includes an assessment of the grant proposal's formal, technical and financial aspects. The review should usually include at least two (2) 'substantially compliant' proposals and result in the selection of the lowest priced, substantially compliant proposal. Any non-compliant proposal may automatically be eliminated from the evaluation process.

Dated: 19 April 2021

7. UNOPS Grant Support Agreement

The UNOPS Standard Grant Support Agreement (GSA) (Annex D) containing UNOPS General Conditions (Annex E) is herewith attached. The GSA constitutes an integral part of this CFP as it is mandatory to accept this agreement with its conditions before submitting a proposal.