



## **MINISTRY OF ENERGY**

### **REQUEST FOR EXPRESSION OF INTEREST**

<b>COUNTRY</b>	<b>MALAWI</b>
<b>NAME OF PROJECT</b>	<b>ACCELERATING SUSTAINABLE AND CLEAN ENERGY ACCESS TRANSFORMATION IN MALAWI (ASCENT MALAWI) PROJECT</b>
<b>PROJECT ID</b>	<b>P502464</b>
<b>ASSIGNMENT TITLE</b>	<b>PROJECT MANAGER</b>
<b>DATE OF ISSUE</b>	<b>04<sup>TH</sup> MAY 2025</b>

#### **1.0 INTRODUCTION**

The Government of Malawi has secured funds from the World Bank to implement the Accelerating Sustainable and Clean Energy Access Transformation in Malawi (ASCENT Malawi) Project. The project development objective is to increase clean and sustainable energy access in Malawi, aligning with ASCENT's Program Development Objective of increasing clean and sustainable energy access in Eastern and Southern Africa. The project will be jointly implemented by the Ministry of Energy (MoE) and the Electricity Supply Corporation of Malawi (ESCOM) Limited. The project has five components; however, the MoE will implement components 2 - Off-grid Connection through Solar Home Systems; 3 - Energy Access for Schools and Health Facilities; 4 - Clean Cooking Solutions; and Sub-component 5.1 - Technical Assistance and Capacity Building. The MoE intends to apply part of the proceeds of this financing to eligible payments under the contract for hiring a Project Manager.

#### **2.0 THE POSITION**

The Project Manager (PM) in close collaboration with the Deputy-Project Manager (DPM) is expected to enable the effective delivery of 811,000 off-grid solar household installations, electrification of 1,000 public schools and 280 public health facilities, and installation and

provision of 150,000 clean cooking stoves in Malawi through strategic management, institutionalization and scaling of the Ngwee Ngwee Ngwee Fund (NNNF).

### **3.0 TASKS AND RESPONSIBILITIES**

The scope of the assignment encompasses providing management guidelines, technical expertise and leadership in the planning, implementation, and oversight of the project, and energy access initiatives for social institutions within the ASCENT Malawi project. He/She will work to supervise the Ministry's Project Implementation Unit (PIU) and collaborate with relevant stakeholders to ensure compliance with the Government of Malawi (GoM)'s and World Bank's regulations and standards. The PM will oversee the hiring and contract management of all consultants under the PIU, as well as the NNNF Fund Manager. S/he is in charge of the energy access strategy and high-level allocation of funds and is expected to manage internal and external stakeholder relations through effective and transparent communication to maximize the project's impact and long-term viability.

#### **3.1 SCOPE OF THE SERVICES**

The tasks to be undertaken by the PM will be within the following scope:

1. Off-grid Connection through Solar Home Systems;
2. Energy Access for Schools and Health Facilities;
3. Clean Cooking Solutions;
4. Capacity Building programs; and
5. NNNF program delivery.

#### **3.2 SPECIFIC TASKS**

The PM shall lead the PIU and be responsible for the overall budgeting, fund allocation, planning, implementation, reporting, and verification of results to ensure (1) achievement of results for off-grid solar home systems, energy access for schools and health facilities, clean cooking solutions under ASCENT-Malawi, (2) ensure smooth day-to-day operations of the NNNF Fund, (3) ensure strategic oversight and compliance with the government procedures as well as donor requirements, (4) ensure transparency and reliability of communications with stakeholders, including MoE, Ministry of Finance and Economic Affairs and other line ministries, private companies, ESCOM and the World Bank, (5) ensure timely verification of the installations.

Specifically, the Project Manager will:

- a. Serve as the head of the PIU located in Lilongwe at the MoE offices.
- b. Act as a primary liaison for key stakeholders, including government agencies, development partners, private sector players, NGOs, and academia.
- c. Lead the preparation of the Project Implementation Manual (PIM), and Project Operations Manual (POM), and ensure compliance with all implementation guidelines.
- d. Oversee the preparation of annual work plans, procurement plans, training plans, and budgets for the project.
- e. Manage the day-to-day planning, execution, and monitoring of all project activities to ensure effective implementation and timely achievement of key outputs.
- f. Ensure strategic alignment of project components (off-grid solar home systems, energy access for schools and health facilities, clean cooking solutions) with technical assessments and national energy priorities.
- g. Ensure timely and efficient project disbursement and budget utilization while ensuring effective fund allocation.
- h. Oversee the selection of contractors and energy service companies based on the Fund Manager's recommendations and transparent selection criteria.
- i. Oversee the development of terms of reference for consultancy and non-consultancy services, including specifications for works and goods.
- j. Ensure timely consultancy deliverables and oversee quality assurance of all consultant outputs.
- k. Conduct regular monitoring of loan and grant beneficiaries, compliance of off-grid solar home systems, energy access for schools and health facilities, clean cooking solutions, and overall project impact.
- l. Ensure timely submission of progress reports (monthly, quarterly) in line with the Ministry of Energy's and World Bank's reporting standards.
- m. Ensure all electrification and clean cooking activities comply with environmental and social safeguards and national and international standards.
- n. Strengthen coordination with ESCOM's PIU for seamless project integration.
- o. Lead public awareness and participatory activities to enhance community engagement and project sustainability.
- p. Conduct technical assessments and identify suitable locations for sub-projects, ensuring alignment with energy needs.

- q. Ensure all technical aspects of the project meet the highest standards of quality, safety, and sustainability.
- r. Drive digitalization and innovative energy solutions to enhance project impact and long-term viability.
- s. Lead capacity-building programs for various stakeholders including solar technicians, energy entrepreneurs, and community leaders.

#### **4.0 QUALIFICATIONS AND EXPERIENCE:**

The suitable candidate should possess the following:

- i. Master's Degree from an accredited institution, in either Electrical Engineering, Renewable Energy, Project Management, Business Administration, or a related field.
- ii. Minimum experience managing at least two Development Finance Institution-funded projects over US \$5 million. Government-funded projects of similar scope and magnitude may be considered.
- iii. Minimum ten (10) years of experience, including at least four (4) years of experience managing energy projects and/or a fund.
- iv. Demonstrated track record of delivering complex projects on time and within budget, preferably including grid and off-grid electrification and clean cooking components.
- v. Knowledge of procurement and contract management, especially under international financial institution guidelines (e.g., World Bank, AfDB).
- vi. Knowledge of project finance and/or understanding of lending, concessional financing, and carbon credits is an added advantage.
- vii. Strong understanding of rural electrification planning, rural and peri-urban electrification strategies, distribution systems, renewable energy integration, and energy access models. Expertise in designing and implementing grid and off-grid electrification solutions, particularly microgrid systems. Familiarity with various Solar PV technologies, electrical codes, standards, and best practices.
- viii. Familiarity with MS Suit, in particular Excel and Word, is a must. Knowledge of Microsoft Project and the ability to use GIS tools for spatial planning and data analysis related to energy access is an added advantage.
- ix. Ability to work under pressure and handle multiple tasks simultaneously.
- x. High ethical standards, commitment, transparency, accountability, and confidentiality.

- xi. Membership with relevant professional bodies such as Malawi Engineering Institution will be an added advantage.

## **5.0 PERFORMANCE ASSESSMENT CRITERIA**

- i. Delivery of all targets specified under components 2 - Off-grid Connection through Solar Home Systems; 3 - Energy Access for Schools and Health Facilities; 4 - Clean Cooking Solutions; and Sub-component 5.1 - Technical Assistance and Capacity Building.
- ii. Effectiveness and efficiency of results delivery under the project.
- iii. Effective PIU management and leadership to ensure productivity and social collaboration.
- iv. Effectiveness in managing contracts with fund beneficiaries/service providers and Fund Manager.
- v. Quality and Timeliness of reporting to the Director of Electricity through respective Heads of Sections.
- vi. Quality and Timeliness of results verification, e.g. through an Independent Verification Agent (IVA).
- vii. Effective implementation of annual training plan to build the capacity of Project Staff and MoE staff.

## **6.0 LOCATION OF EMPLOYMENT**

The PM will be based at the PIU office in Lilongwe.

## **7.0 DURATION OF EMPLOYMENT**

The Contract is for five (5) years renewable annually subject to satisfactory performance through a robust appraisal.

## **8.0 REPORTING REQUIREMENTS**

As a member of the PIU, the PM will report to the Director of Electricity through the respective Heads of Sections. He/she will also liaise, wherever relevant, with the Task Team Leader (TTL) for the World Bank and advisors on the Project in order to coordinate the preparation and implementation of annual work plans, budget and procurement plans, long-term plans for the

NNNF's institutional arrangement, NNNF's Project Implementation Manual (PIM) and Project Operations Manual (POM).

## **9.0 SUBMISSION OF EXPRESSION OF INTEREST**

An expression of interest including detailed updated curriculum vitae and copies of professional and academic certificates must be delivered in written form to the address below by **9<sup>th</sup> of May, 2025**. Further information can also be obtained at the address below during office hours from 7:30hrs to 12:00hrs and from 13:00hrs to 17:00hrs.

The Chairperson-Internal Procurement and Disposal of Assets Committee  
Ministry of Energy,  
Private Bag 309,  
Lilongwe 3.

For enquiries : Email : [victor.lombola@energy.gov.mw](mailto:victor.lombola@energy.gov.mw) or misheck.maweru@energy.gov.mw