TERMS OF REFERENCE FOR

CONSULTANT

PROJECT NAME:

ASEAN Energy and Climate Project Phase II (ACCEPT II)

POST TITLE:

Expert on Sustainable Development Goals (SDG 7 and SDG 13)

DEADLINE SUBMISSION

13 July 2025

I. PROJECT NAME

ASEAN Climate Change and Energy Project Phase II (ACCEPT II)

II. POST TITLE

Expert on Sustainable Development Goals (SDG 7 and SDG 13)

III. BACKGROUND

Established on 1 January 1999, the ASEAN Centre for Energy (ACE) is an intergovernmental organisation within the Association of Southeast Asian Nations (ASEAN) structure that represents the interest of the 10 ASEAN Member States (AMS) in the energy sector. ACE ensures that energy policies and programs align with the region's economic growth and environmental sustainability by providing essential information and facilitating the integration of energy plans across ASEAN.

As a regional centre of excellence, ACE plays a central role in shaping a coherent and coordinated energy policy agenda for the region. This includes conducting joint studies, fostering policy dialogue, and supporting capacity-building initiatives to implement the ASEAN Plan of Action for Energy Cooperation (APAEC) — ASEAN's blueprint for regional energy cooperation.

APAEC's core vision of enhancing regional collaboration to ensure energy security, accessibility, affordability and sustainability aligns closely with the global Sustainable Development Goals (SDGs), particularly SDG 7, which calls for universal access to affordable, reliable and clean energy. While ASEAN has made significant progress in expanding electricity access, gaps remain — notably in scaling up access to clean cooking, accelerating renewable energy deployment and improving energy efficiency.

At the regional level, ASEAN has established aspirational targets for renewable energy and energy efficiency under the APAEC. Meanwhile, although ASEAN does not have region-wide energy access targets, particularly in electricity and clean cooking, most Member States have committed to national-level targets in these areas. Achieving these goals requires more than technical solutions – it demands integrated policy frameworks and strategic enablers to drive implementation at scale.

In this context, SDG 13 (Climate Action) can serve as a strategic enabler for SDG 7 by promoting clean energy deployment. Mobilizing climate finance and supporting just transition. Climate policies such as National Determined Contributions (NDCs) and Long-Term Low Emission Development Strategies (LT-LEDS) offer entry points to integrate clean energy access targets, while climate finance can help implement clean energy access solutions. At the same time, achieving SDG 7 could contribute to SDG

13 by reducing emissions, enhancing resilience and supporting low-carbon development pathways across the region.

Building on this, the ASEAN Climate Change and Energy Project (ACCEPT) Phase II, plays a critical role in advancing the region's energy-climate nexus. Officially endorsed by the 40th ASEAN Ministers on Energy Meeting in 2022 and jointly implemented by ACE and the Norwegian Institute of International Affairs (NUPI), ACCEPT II aims to support ASEAN's capacity towards transitioning to a Low-Carbon Energy System and achieving long-term carbon neutrality ambitions. The project is aligned with the goals of SDG 7 and SDG 13, supporting clean energy development and climate action as integral elements in advancing a just and low-carbon energy transition in ASEAN.

To further support this objective, ACCEPT II will undertake a study to assess the progress of SDG 7 across ASEAN and examine the interlinkages with SDG 13, with a focus on how climate action can serve as a catalyst for advancing clean energy access in the region. In line with this effort, the project is seeking an experienced **Expert on Sustainable Development Goals (SDG 7 and SDG 13)** to conduct the study, providing analytical insights and policy recommendations that can inform regional planning and strengthen the energy–climate nexus in ASEAN**.**

IV. OBJECTIVES, SCOPE AND OUTPUTS

The objective of this assignment is to assess ASEAN's progress in achieving SDG 7 and to examine how key SDG 13 targets – such as climate finance, policy integration, and resilience planning – can strategically support and accelerate SDG 7 implementation in the ASEAN Member States.

The proposed work will involve:

1. **Background and Introduction**
    a. Provide an overview of SDG 7 and SDG 13. Including their targets and indicators relevant to the ASEAN context.
    b. Explain why tracking SDG 7 progress is important for the region's development, energy transition and climate ambition.
    c. Highlight how SDG13 – through policy alignment, climate finance, and resilience building – can serve as a strategic enabler for SDG 7, especially in addressing persistent gaps in energy access.
2. **Assessment of SDG 7 in ASEAN**
    a. Review current indicators in ASEAN and identify limitations in capturing quality, reliability, and affordability:

i. 7.1.1 Proportion of population with access to electricity.

ii. 7.1.2 Proportion of population with access to clean cooking.

iii. 7.2.1 Renewable energy share in TFEC.

iv. 7.3.1 Energy intensity measured in terms of primary energy and GDP.

v. 7.A.1 International financial flows to developing countries in support of clean energy research and development of RE.

b. Mapping and identify key gaps in achieving SDG7 goals.

3. Linkage Analysis: How SDG 13 Supports SDG 7

a. Foundational Enablers

i. SDG 13.2 – Integrate climate change measures into national policies

1. Analyse cases of integration climate measures into national policies.

2. Analyse alignment between clean energy access and climate mitigation goals.

ii. SDG 13.a – Mobilise climate finance

1. Explore available climate financing – including public, concessional, and blended finance – for enabling clean energy access.

2. Analyse how clean energy access as a climate solution unlocks eligibility for climate funds.

b. Transformative Milestone

i. Explore how SDG 7 contributes to SDG 13:

1. Accelerated climate action through a shift towards low-carbon technologies.

2. Reduced inequality through inclusive energy access

c. Positive Spillover Effects

i. SDG 13.1 – Strengthen resilience and adaptive capacity

1. Describe how renewable energy systems reduce vulnerability to climate-related disruptions. (e.g. fuel price volatility, grid failures)
2. Highlight energy access as a resilience-building measure, especially in remote or climate-sensitive regions.

ii. SDG 13.3 – Build knowledge and capacity

1. Examine how clean energy deployment contributes to knowledge development, institutional capacity, and public engagement.

iii. SDG 13.b – Capacity-building in LDCs and SIDS

1. Discuss how progress in ASEAN can support regional and global learning, especially for LDCs and SIDS.
2. Emphasize the potential for technology transfer, investment models, and policy replication to support global climate goals.

4. Recommendations

a. Propose policy, finance, and monitoring measures to strengthen SDG 7 implementation through climate-aligned approaches.

Expected outputs:

The study is aimed at to producing **one** final report that consists of:

1. Analysing SDG 7 progress and gaps in ASEAN.
2. Mapping of SDG 13 contributions and enablers to support SDG 7 delivery.
3. Mapping available climate finance and policy instruments to support SDG 7.
4. Mapping indicative benefits from SDG 7 to SDG 13 achievement.
5. Policy recommendations for ASEAN Member States and Development Partners.

V. DURATION OF ENGAGEMENT

The Consultant(s) awarded with the assignment will be hired for up to **four (4) months from July 2025 to October 2025** and obliged to work within the required deadlines and be available for a call or meetings, virtually and in person as needed.

VI. EXPECTED DELIVERABLES

The Consultant(s) will be assigned to provide technical assistance to the ACE in delivering the study as per the following details:

Table 1 Scope of Work and Deliverables of External Consultant

Activity	Deliverable	Deadline*
Research	Propose study outline improvement for agreement: • make adjustments to include relevant research areas and aspects for the report. • Outline data needed to conduct the study**	1 Week after the contract is signed (Kick-off Meeting)
Research	1st Stage Report (Chapter 1-2)	W1 August 2025
Research	Interim Report (Chapter 1-4)	W3 August 2025
Research	Full Draft Report	W1 September 2025
Research	Final Version of The Report	W3 September 2025

* Actual deadline may be adjusted based on the agreement and approval by ACE.

** Depending on the data list proposed by the consultant, ACE will help provide the data from ASEAN if it is available in the ACE database.

VII. WORK MECHANISM

The development and implementation of the report, along with other expected outputs, will be carried out by the Consultant under the guidance of the **ASEAN Climate Change and Energy Project (ACCEPT)** team, in accordance with the mechanism proposed below.

a. Led by the ACCEPT Team, ACE will oversee the overall implementation of the project. This includes managing and facilitating communication and coordination with government officials, ASEAN Member States (AMS) Focal Points, the Senior Officials Meeting on Energy (SOME), the ASEAN Ministers on Energy Meeting (AMEM), and other relevant stakeholders as needed.
b. The expert(s) to provide the technical expertise and support as described in this TOR.
c. Throughout the engagement period, the expert(s) is required to hold regular coordination meetings with ACE to report progress at each stage of the work. The Consultant must remain fully committed to the tasks and be available for

discussions with ACE. Any inquiries from ACE must be responded to within 24 hours.

d. All external engagement by the Consultant in relation to the project must receive prior approval from ACE.
e. All reports and deliverables shall be submitted in English and prepared in a format suitable for publication on the ACE website and other official ACE online platforms.

VIII. QUALIFICATION & RELEVANT EXPERIENCES TECHNICAL SKILLS

a. A master's degree in any science and engineering background in particular climate studies, energy policy and planning, energy economics, or another appropriate specialist discipline. A Ph.D. degree is an advantage.
b. At least five (5) years of working experience in the energy and climate sector or in another relevant field in a technical capacity is preferred. Research experience in energy and climate policy and energy economics is an advantage.
c. Working experienced in Southeast Asia context and/or with ASEAN government bodies on energy and climate is an advantage.
d. Excellent command of English both written and oral with capacity to write high-quality reports in English; ability to deliver high-quality FGD and discussions in English is also required.
e. Capacity and flexibility to complete the assignment within the required time frame.

IX. CONSULTANT FEE

a. The arrangement of components for working days for every personnel must be specified using the template referred to Table 3.
b. For the satisfactory performance of the Assignment, the Consultant will be paid a fixed fee between **USD 5,000** (five thousand Dollars) to **USD 8,000** (eighth thousand Dollars).
c. Payment will be made to the technical Expert's nominated bank account.
d. The payment will be made upon completion of the final task deliverable(s) and after sending the quotation to ACE.
e. ACE is an intergovernmental organisation and is not liable for any taxes. You shall file and settle any payment for income tax arising from the income from ACE. ACE shall not be responsible for any consequences of your failure to fulfil your obligation relating to the income tax laws of your respective country.

f. The technical expert(s) is not required to travel to ACE office or the meeting venue, however, this might be changed over time.
g. A monthly report on the person-days usage and timesheet is required to be submitted by the external Consultant to ACE.

X. PROPOSAL

Interested Technical Expert(s) are invited to submit a proposal of no more than 10 pages in response to this ToR.

a. The **technical** component should include the following information:
    - Understanding of the Assignment: A brief discussion demonstrating the applicant's understanding of the objectives and scope of the study.
    - Methodological Approach**:** A concise analysis of the key issues and a description of the proposed methodology, including:
        - Assessment of critical challenges;
        - Analytical strategies and conceptual framework;
        - Specific tools, methods, and techniques to be employed;
        - A practical reflection on potential limitations and how these will be addressed.
    - Work Plan: A detailed work plan outlining the activities to be undertaken, expected outputs and deliverables, required resources, and proposed timeline.
    - Sustainability Measures: A discussion on how the outcomes of the project will be sustained beyond the consultancy period.
    - CV and Relevant Experience:
        - A curriculum vitae (maximum 4 pages per expert);
        - A brief narrative of the expert's experience in conducting similar work;
        - A summary of all relevant past projects or assignments.

b. The **financial** component should specify the following information:

Please complete and submit the financial proposal, which shall include cost estimates and a payment schedule, following ANNEX 1 to this TOR. The financial component should specify all direct and indirect costs, inclusive of applicable taxes, for undertaking the project, including but not limited to:

- Professional fees of technical expert(s) for completing all deliverables in unit cost and the number of hours/days. Please provide person-days for each deliverable work in the format of the below table.
- Miscellaneous charges, if applicable.

- Justification for the allocation days and/or total days should be provided as well if more than the estimation in Table 2 Scope of Work and Deliverables of the Technical Expert.

Table 2 Format of Person-days Proposed by External Consultant

Deliverables	Planned Activities to comply with the deliverables	Deadline	Proposed Technical Expert(s)	Involved Working Days
1.1				
1.2				

XI. SUBMISSION OF APPLICATION

You may apply by sending your proposal to procurement@aseanenergy.org and accept@aseanenergy.org on or before 13 July 2025. Please indicate the subject heading: **ACCEPT Phase II – Application for Expert on Sustainable Development Goals**

XII. AMENDMENT TO TOR

This TOR may be amended in writing only, subject to the agreement of relevant parties.

XIII. CONFIDENTIALITY AGREEMENT

Without written permission from ACE, the consultant shall, in no case, disclose any data or information to external parties.

XIV. COPYRIGHT AND INTELLECTUAL PROPERTY

All material produced under this assignment will belong to ACE and remain the property of ACE. The consultant will not have any control over copyright claims and intellectual property.

ANNEX 1
Fees and Payment Schedule

a. Fees

Unit: in USD

No	Description	Unit	Fees (Total estimated cost)
1	Professional Services		
	- Input days for each expected output	(# of days)	
2	Travel Expenses (if any)		
3	Other Expenses (if any)		
TOTAL			

b. Payment Schedule

The FIRST PARTY shall make payment in the following manner of the total contract amount after completing the deliverables by the Consultant:

- Final payment: 100% (after submitting the final report, all relevant data and all activities related to the deliverables)

The payment shall be remitted to the following bank account:
Name of Bank:
Address of Bank:
BIC* (SwiftCode):
Account No.:
Beneficiary's Name:

ANNEX 2
Indicative Outline of SDG 7 and SDG 13 in ASEAN Final Report

Chapter 1 Introduction

1.1 Overview of the ASEAN Energy and Climate

1.2 Introduction and Importance of SDG 7 and SDG 13 for transitioning to a low carbon economy

1.3 Purpose of the Proposal: Tracking SDG 7 progress and identifying how climate action can reinforce delivery

Chapter 2 Monitoring SDG 7: Current Indicators and Tracking Gaps

2.1 Status and Review of SDG 7.1 Indicators in ASEAN:

- 7.1.1: Proportion of population with access to electricity.
- 7.1.2: Proportion of population with access to clean cooking solutions.
- 7.2.1: Renewable energy share in TFEC.
- 7.3.1: Energy intensity measured in terms of primary energy and GDP.
- 7.A.1: International financial flows to developing countries in support of clean energy research and development of renewable energy.

2.2 Key gaps areas in current SDG7 achievement

Chapter 3 How SDG 13 Can Support SDG 7: Target-by-Target Linkages

3.1 Foundational Enablers:

- 13.2 Integrate Climate Change Measures into National Policies
- 13.a Mobilize Climate Financing

3.2 Transformative Milestones: SDG 7 as a driver of change for climate

3.3 Spillover Effects of SDG 7 to SDG 13:

- 13.1 Resilience and Adaptive Capacity
- 13.3 Capacity and Awareness
- 13.b Knowledge Sharing with LDCs and SIDS

Chapter 4 Recommendations

Chapter 5 Conclusions