

TERMS OF REFERENCE

Project Name	Strengthening capacities for sustainable development finance in the CIS region (00107048)
Short title of Assignment:	International Consultant to assess needs of participating banks to strengthen capacity of bank employees and their clients
Duty station:	Home based with travels
Type of Contract:	Individual Contract
Duration of Contract:	November - December 2018 (25 effective person days)

BACKGROUND

Global economy continues to experience deep recession which affects developing countries, as they have become more integrated than before, thanks to trade, FDI and remittances. Crisis also affected CIS countries, and in particular countries of Central Asia, including due to significant decrease in remittances inflow. Unsurprisingly, deterioration of macroeconomic conditions affects people's lives, as unemployment rate increases and incomes fall sharply. For example, in Armenia, decline in remittance inflows has led to loss of material prosperity in all households, domestic labor market has deteriorated due to job constraints, and unemployment rate in 2017 has increased to 16.5%. For this reason, for the time being, Central Asian governments are facing challenges in promoting employment growth, maintaining financial sustainability and protecting pro-poor spending. In order to solve above mentioned problems, additional foreign assistance is important for governments of countries to mitigate consequences of crisis in the region. Greater and more effective international support is also needed to implement rich Action Program for Sustainable Development until 2030, which requires additional resources and opportunities. Goal #8 of sustainable development is aimed at "strengthening capacity of national financial institutions to promote and expand access to banking, insurance and financial services for all".

In addition, Addis Ababa Action Program recognizes that it is often difficult for enterprises, especially SMEs, to obtain funding. It calls for increased lending and commitment to strengthen capacity of financial institutions, including through public training programs, capacity-building and knowledge exchange at regional and global levels.

The EDB resources can play a potential decisive role in accelerating growth, creating jobs, eliminating inequalities and providing access to development finance for the most disadvantaged, including small and medium-sized enterprises in rural areas.

Targeted support to potential EDB clients of member banks, as well as their clients, in strengthening capacity of bank employees and their clients to initiate, develop, implement and monitor projects must overcome barriers and accelerate investment flows into priority projects of national importance.

In this regard, UNDP seeks to find an experienced Consultant who will help assess needs of participating banks to strengthen capacity of bank staff and their clients in CIS region.

OBJECTIVE

Assessment of needs of participating banks to develop an action plan to strengthen capacity of bank employees and their clients, develop additional methodological materials, conduct training seminars (priority countries Republic of Armenia, Kyrgyz Republic, Republic of Belarus)

SCOPE OF WORK

Consultant will carry out his work under the direct supervision of the Deputy Head International Development Department, Eurasian Development Bank, who will accept and approve the results of the Consultant's work. On the part of UNDP, Sustainable Economic Growth Team Leader will guide and oversee the Consultant's work under the direct supervision by the «Strengthening capacities for sustainable development finance in the CIS region» Project Coordinator.

Scope of work:

1. Conduct a research / survey of commercial banks to identify potential, problems in evaluation, development, implementation and monitoring of projects and credit lines
2. Develop an Action Plan to strengthen capacity of commercial banks and their clients

FINAL DELIVERABLES

PRODUCTS	DEADLINE	PAYMENT STRUCTURE
Submitted and approved Final report with applications of the following products agreed with the involved parties should include: - An analytical document with practical recommendations on results of research of commercial banks to identify potential, problems in evaluation, development, implementation and monitoring of projects and credit lines - Draft Action Plan to strengthen capacity of commercial banks and their clients with practical activities and proposals on methodological materials	10 December 2018	100%

REPORTING REQUIREMENTS

Accountability:

1. Above mentioned results must be accepted and signed by EDB's authorized officer, on the UNDP side UNDP Sustainable Economic Growth Team Leader and " Strengthening capacities for sustainable development finance in the CIS region" Project Coordinator. Accepted documents will be basis for payments (see table above).
2. All reports should be provided in both printed and electronic versions in Russian language, with detailed description of the fulfilled tasks, according to the present Terms of Reference, and the direct contribution of the expert. Analytical documents, reports and notes developed by expert should be attached to the reports as annexes, which will serve as a justification for payment.

QUALIFICATION REQUIREMENTS

- Minimum University degree in economic or finance fields
- At least 5 years of experience in banking and finance, including international financial organizations
- Experience in banking sector, understanding of basic banking products, experience in conducting banking operations, lending to legal entities and individuals, including small and medium-sized enterprises (recommendations confirming existing experience in the above areas to be provided)
- Experience in lending / investment / corporate finance in Russia and Central Asia is an advantage
- Excellent knowledge of Russian and English.

SCOPE OF PRICE PROPOSAL

Contracts based on lump-sum

- Lump-sum contract

Preferred Currency of Offer: United States Dollars (US\$)

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

For local contractors in Kyrgyzstan UNDP shall effect payment in Kyrgyz Som based on the prevailing UN operational rate of exchange on the month of payment. The prevailing UN operational rate of exchange is available for public from the following link: <http://treasury.un.org/operationalrates/OperationalRates.aspx>

TERMS OF PAYMENT

The consultant is paid after completion of deliverable based on the table "deliverables" and on the submission and approval of the relevant deliverables. The contractor submits reports based on the results achieved in an agreed format and indicates all the actions taken during the implementation of the TOR. The reports are submitted in accordance with the established schedule to the Team Leader Sustainable Economic Growth Programme UNDP. Upon completion of the work, the Contractor submits the final report for approval to the UNDP «Strengthening capacities for sustainable development finance in the CIS region» Project after which the final payment will be made. The Team Leader Sustainable Economic Growth Programme is responsible person who will approve the report.

ADDITIONAL REQUIREMENTS FOR RECOMMENDED CONTRACTORS

Statement of Medical Fitness for Work

Individual Consultants/Contractors whose assignments require travel and who are over 65 years of age are required, at their own cost, to undergo a full medical examination including x-rays and obtaining medical clearance from an UN - approved doctor prior to taking up their assignment.

Where there is no UN office nor a UN Medical Doctor present in the location of the Individual Contractor prior to commencing the travel, either for repatriation or duty travel, the Individual Contractor may choose his/her own preferred physician to obtain the required medical clearance.

Inoculations/Vaccinations

Individual Consultants/Contractors are required to have vaccinations/inoculations when travelling to certain countries, as designated by the UN Medical Director. The cost of required vaccinations/inoculations, when foreseeable, must be included in the financial proposal. Any unforeseeable vaccination/inoculation cost will be reimbursed by UNDP.

TRAVEL REQUIREMENTS

The assignment includes a requirement for a trip to the cities Yerevan, Minsk, Bishkek:

#	Destination point	# number of travels	# number of nights
1	Yerevan, Armenia	1	2
2.	Minsk, Belarus	1	2
3.	Bishkek, Kyrgyzstan	1	2

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket and daily allowance exceeding UNDP rates. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

SECURITY CLEARANCE

The Consultant/Contractor will be requested to undertake the Basic Security in the Field II (BSIF-II) training and Advanced Security in the Field (ASIF) training. These requirements apply for all Consultants, attracted individually or through the Employer

UNDP INPUT

Security charges are not applicable.