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INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 10/10/2018

Country: KYRGYZSTAN/ SEGP IC 18/03

Description of the assignment: Technical Advisor for development of co-financing mechanism for preparation of feasibility studies of projects between UNDP and EDB

Project name: Strengthening capacities for sustainable development finance in the CIS region

Period of assignment/services (if applicable): November 2018- December 2018 (40 effective person days)

Proposal Submission Address	<p>United Nations Development House, 160, Chuy Avenue, Bishkek, Kyrgyz Republic Receipt of bids will be made only during working hours from 09.00 – 17.00PM</p> <p>Subject: SEGP IC 18/03 “Technical Advisor for development of co-financing mechanism for preparation of feasibility studies of projects between UNDP and EDB” Incomplete proposals will be rejected at the moment of evaluation!</p>
Deadline of Submission	<p>Date and Time : 24 October 2018, 15:00 pm (+6 GMT, Bishkek time)</p>
Allowable Manner of Submitting Proposals	<p><input checked="" type="checkbox"/> Courier/Hand Delivery <input checked="" type="checkbox"/> Electronic submission of Bid^[1] , please refer to Conditions and Procedures for electronic submission and opening.</p>
Conditions and Procedures for electronic submission and opening	<p><input checked="" type="checkbox"/> Official Address for e-submission: tender.kgz@undp.org <input checked="" type="checkbox"/> Free from virus and corrupted files <input checked="" type="checkbox"/> Format: PDF files only. The Proposal should be protected with separate password (please see instructions on http://www.images.adobe.com/content/dam/Adobe/en/products/acrobat/pdfs/adobe-acrobat-xi-protect-pdf-file-with-permissions-tutorial-ue.pdf) <input checked="" type="checkbox"/> Password <u>must</u> not be provided to UNDP until the date and time of Bid Opening as indicated in Section “Instruction for Electronic Submission” below <input checked="" type="checkbox"/> Max. File Size per transmission: 10 MB; <input checked="" type="checkbox"/> Max. No. of transmission: unlimited</p> <p><input checked="" type="checkbox"/> Mandatory subject of email for the Technical proposal: “Tender for Technical Advisor for development of co-financing mechanism for preparation of feasibility studies of projects between UNDP and EDB”; <input checked="" type="checkbox"/> Virus Scanning Software to be Used prior to transmission; <input checked="" type="checkbox"/> Time Zone to be Recognized: Kyrgyzstan (GMT+6); <u>Instruction for Electronic Submission</u> The Proposer may choose to submit the proposal by e-mail to tender.kgz@undp.org. Having prepared the Proposal in paper format the entire Proposal should be scanned into .pdf (Adobe Acrobat) format file and attached to one or more e-mail(s).</p>

^[1] Ssecurity features (e.g., encryption, authentication, digital signatures, etc.) are strictly required and must be enforced to ensure confidentiality and integrity of contents.

	Please set-up a password to secure your Proposal which the Proposer should provide via e-mail on 24 October 2018, from 15:00 to 15:30 pm local time (GMT+6).
Date, time and venue for opening of Proposals	Date and Time: 24 October 2018, 15:30 pm (+6 GMT, Bishkek time) Venue : United Nations Development House, 160, Chuy Avenue, Bishkek, Kyrgyz Republic

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above: procurement@seg.undp.kg. UNDP will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

1. 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.

Lessons learned from experience of IFIs (World Bank, EBRD, etc.), indicate that for success of operations, adequate assistance in building capacity of clients to participate in financing IFIs is needed. In successful operations, IFIs support preparation of clients in preparation of a project, and also ensure that technical, financial, environmental and other recommendations are available that may be required to provide viable project proposals to clients for financing IFIs.

Such an approach often requires consolidation of a loan with consultative package funded by a grant. In targeted countries, IFIs are working to build partnerships with interested bilateral and multilateral donor agencies and funds that can support IFI operations with their grants and technical assistance. If necessary, IFIs work closely with donors to ensure not only financing of technical assistance, but also provision of investment support to overcome limitations of accessibility and remove barriers to costs and risks.

Among financial institutions operating in CIS, Eurasian Development Bank has great potential for promoting economic growth and sustainable development in the region.

Macroeconomic instability and other factors, such as currency volatility, negative dynamics of industrial production, limited access to world markets, narrowed the base for financing promising projects. In order to fully utilize EDB's potential for the benefit of Member States, new approaches and tools need to be found, including more emphasis on capacity building and closer partnerships with other institutions, including other development banks.

Targeted support to potential EDB clients in improving preparation of projects and government organizations working with IFIs must overcome barriers and accelerate investment flows into priority projects of national importance.

In response to the need to expand cooperation towards 2030 Agenda, UNDP seeks to forge closer partnerships with IFIs and private partners, given their influential role in development activities, large-scale funding that IFIs contribute and catalyze, and effectiveness achieved through partnership,

UNDP has launched a project "Capacity building for financing sustainable development in CIS region", funded by the Government of the Russian Federation, aimed at raising awareness and capacity building of ministries and government institutions, national financial institutions, business entities and entrepreneurs in IFIs projects in CIS. Component 2. "Technical assistance in preparation of projects for potential financing of IFIs by public and commercial entities in Armenia, Belarus, Kazakhstan, Kyrgyzstan and Tajikistan, including EDB clients" will focus on enhancing capacity of CIS countries to access new sources of financing for development. Component will contribute to strengthening EDB's partnership with UNDP in providing funding for grants and technical assistance to client countries in project preparation and supporting EBRD in accessing through UNDP main sources of concessional financing (GEF, Green Fund, etc.) which can be financed for account grants, and thus significantly contribute to financial attractiveness of EDB project packages.

In this regard, UNDP seeks to find an experienced Technical Advisor that will help the Project to develop and launch a co-financing mechanism for preparing feasibility studies of projects between UNDP and European Development Bank (EDB), as well as other international financial institutions

The Eurasian Development Bank (EDB) was established to promote economic growth, extend trade and economic ties and to support integration in Eurasia. EDB was founded by an International Agreement signed by Russia and Kazakhstan on 12 January 2006. Armenia and Tajikistan joined EDB in 2009, Belarus in 2010, and Kyrgyzstan in 2011. The Bank renders financial assistance with pre-investment research and innovation at international, state and industry levels aimed at strengthening market infrastructure and ensuring sustainable economic growth in its member states. In order to meet the above objectives, the Bank has incorporated into its structure a Technical Assistance Fund. One of the important EDB's instruments are credit lines provided through local banks for micro crediting, support to small and medium businesses; energy efficiency improvements; agro-industrial complexes development, trade facilitation. Now 18 banks participate in implementation of the EADB' credit lines: 8 banks in Belarus; 2 banks in Armenia; 3 banks in the Russian Federation; 3 banks in Kazakhstan; and 2 banks in Kyrgyzstan.. Most of the local banks and their clients need technical assistance and capacity development for participation in different EDB's credit lines, in particularly, on support to small and medium businesses; energy efficiency improvements; agro-industrial complex development, including green technology production.

2. OBJECTIVE

Creation of co-financing mechanism for preparation of feasibility studies of projects between UNDP and EDB, as well as other international organizations and financial institutions with co-financing of investment projects.

3. 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 and «Strengthening capacities for sustainable development finance in the CIS region» Project Coordinator.

Scope of work:

1. Analysis of UNDP and EDB procurement procedures for co-financing of feasibility studies preparation, including those of other international financial institutions (at least 3 international financial institutions and 2 international organizations)
2. Analysis of procurement procedures of international financial institutions and organizations when co-financing business and investment projects (at least 3 international financial institutions and organizations)
3. Propose mechanisms for co-financing preparation of feasibility studies of projects between EDB and UNDP

4. Propose mechanisms for co-financing business and investment projects, including preparation of feasibility studies for projects, EDB with International Financial Institutions, organizations, funds and development banks, including Green Climate Fund

5. Development of information materials (at least 3 guidelines with practical recommendations) and support of an information campaign aimed at potential new donors of developed co-financing scheme, as well as owners and developers of profitable projects (at least 3 meetings)

4. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

- Minimum University degree in economic or finance fields
- At least 5 years of experience in investment, banking and finance, including international financial organizations
- Experience in processing investment transactions above \$ 50 million in managerial position (list of successfully completed investment transactions to be indicated in P11/CV)
- Experience in attracting capital and arranging syndicated credit lines from international financial organizations for at least \$ 10 million (list of successfully completed transactions to be indicated in P11/CV)
- Experience in creating new financial / investment mechanisms and credit / investment products (list of successfully launch/credit projects to be indicated in P11/CV)
- Experience of lending / investment / corporate finance in Russia and Central Asia is an advantage (to be indicated in P11/CV)
- Experience in application of principles of Green Economy and sustainable financing (to be indicated in P11/CV)
- Experience in structuring transactions, corporate finance, capital distribution in international financial organizations is an advantage (to be indicated in P11/CV)
- Excellent knowledge of Russian and English

5. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Confirmation of Interest and Submission of Financial Proposal as per template;
2. Current, complete and signed P11 form or CV
3. ID card
4. Copy of Diploma(s)

6. FINANCIAL PROPOSAL

Lump sum contracts:

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).

Preferred currency of proposal: USD

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.

7. TRAVEL REQUIREMENTS

#	Destination	Number of travels	Number of nights	Total number of overnights
1	Almaty, Kazakhstan	2	3	6

8. EVALUATION

Individual consultant will be evaluated based on the methodology of cumulative analysis.

The award of the contract of individual consultant should be made to the person whose offer has been evaluated and determined as:

- a) responsive/compliant/acceptable, and
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

Total score=Technical Score + Financial Score

Technical Criteria weight - 70%, 700 scores maximum

Financial Criteria weight - 30%. 300 scores maximum

Only candidates obtaining a minimum of 490 from 700 points in the Technical part of evaluation would be considered for the Financial Evaluation

The lowest technically qualified proposal receives 300 points and all the other technically qualified proposals receive points in inverse proportion according to the formula:

$P=Y*(L/Z)$, where

P=points for the financial proposal being evaluated

Y=maximum number of points for the financial proposal

L= price of the lowest price proposal

Z=price of the proposal being evaluated

The selection of candidates will be done in 3 stages:

1st stage: Prior to detailed evaluation, all applications will be thoroughly screened against eligibility criteria (minimum qualification requirements) as set in the present TOR in order to determine whether they are compliant/non-compliant.

Eligibility Criteria	
1	Minimum University degree in economic or finance fields
2	At least 5 years of experience in investment, banking and finance, including international financial organizations

2nd stage: Technical Evaluation/ Desk review

Short-listed candidates will be evaluated based on the following criteria:

Criteria	Weight	Max. Point
Technical:	70%	700
Experience, including:	66 %	Maximum 660 points, including:
At least 5 years of experience in investment, banking and finance, including international financial organizations (30 points per every extra year of experience above 5 years)		300
Experience in processing investment transactions above \$ 50 million in managerial position (30 points per each transaction)		90
Experience in attracting capital and arranging syndicated credit lines from international financial organizations for at least \$ 10 million (20 points per each credit line)		60

Experience in creating new financial / investment mechanisms and credit / investment products (20 points per each mechanism/product)		60
Experience in application of principles of Green Economy and sustainable financing (30 points per each assignment)		60
Experience of lending / investment / corporate finance in Russia and Central Asia is an advantage (30 points per each year)		60
Experience in structuring transactions, corporate finance, capital distribution in international financial organizations is an advantage (10 points per each year)		30
Skills, including:	4 %	Maximum 40 points, including:
Excellent knowledge of Russian language 20 points- fluently 0 points – not fluently		20
Excellent knowledge of English language 20 points- fluently 0 points – not fluently		20
Only candidates obtaining a minimum of 490 points from 700 points at the Technical Evaluation/Desk review would be considered for the Financial Evaluation.		
Financial	30%	300

3rd stage: Financial evaluation (according to the method described above).

The candidate achieving the highest cumulative score for both Technical and Financial evaluations will be recommended by the Evaluation Committee for contracting.

ANNEXES

ANNEX 1- INDIVIDUAL CONSULTANT TERMS OF REFERENCES

ANNEX 2 – CONFIRMATION OF INTEREST AND SUBMISSION OF FINANCIAL PROPOSAL

ANNEX 3- P 11 FORM

ANNEX 4 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITION