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INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 10/10/2018

Country: KYRGYZSTAN/ SEGP IC 18/04

Description of the assignment: International Consultant for development of new credit lines

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	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 Subject: SEGP IC 18/04 "International Consultant for development of new credit lines" Incomplete proposals will be rejected at the moment of evaluation!
Deadline of Submission	Date and Time : 24 October 2018, 14:00 pm (+6 GMT, Bishkek time)
Allowable Manner of Submitting Proposals	<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.
Conditions and Procedures for electronic submission and opening	<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 <input checked="" type="checkbox"/> Mandatory subject of email for the Technical proposal: "Tender for International Consultant for development of new credit lines "; <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). Please set-up a password to secure your Proposal which the Proposer should provide via e-mail on 24 October 2018, from 14:00 to 14:30 pm local time (GMT+6).

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

Date, time and venue for opening of Proposals

Date and Time: 24 October 2018, 14:30 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 this reason, for the time being, Central Asian governments are facing challenges in promoting employment growth, maintaining financial sustainability and protecting pro-poor spending.

International community recognizes that it is often difficult for enterprises, especially SMEs, to obtain funding, and therefore calls for increased lending and commitment to strengthen capacity of financial institutions, including through public training programs, capacity building and knowledge sharing at the regional and global levels.

Resources of Eurasian Development Bank (EDB) can play a potential decisive role in accelerating growth, creating jobs, eliminating inequalities and providing access to financing of development for the most vulnerable segments of population, including small and medium-sized enterprises in rural areas.

This activity will contribute to improvement of conditions and capacity building in the field for implementation of credit lines financed by EDB and used by national commercial banks as an important element for ensuring wider availability of investment resources and financing of development for medium-sized and smaller projects. It will be implemented in partnership and on the basis of co-financing with commercial banks.

It is expected that new lending products will primarily focus on energy efficiency and sustainable agricultural production. It is also possible to consider extending loans in other areas, including financing microcredit, supporting small and medium-sized businesses, financing trade, and other. Experience of lending / investments / corporate finance in banks on the territory of Russia and Central Asian countries will be thoroughly studied, as well as support in disseminating information on credit lines, in training potential borrowers and cooperating with central and local government agencies. Activity will consider options for syndicated financing in cases where client can benefit from both a larger operation and a targeted reduction in its financial risk.

In this regard, UNDP seeks to find an experienced International Consultant, who will help to develop new credit lines for EDB and second-tier banks, which ensure accelerated and effective preparation and implementation of projects in priority thematic areas.

2. OBJECTIVE

Development of new credit lines for EDB and second-tier banks, which ensure accelerated and effective preparation and implementation of projects in priority thematic areas

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

Scope of work:

1. Study of international business models and credit lines of international development banks and commercial banks, which can be adapted to CIS market, primarily focused on improving energy efficiency and sustainable agricultural production
2. Study and interview on business models and credit lines offered by banks located in Russia (Moscow) and Kazakhstan (Almaty)

3. Propose new types of credit lines for EDB
4. Propose new types of credit lines for second-tier banks which they can propose to their clients
5. Develop information and methodological materials (at least 3 guidelines with practical recommendations) and support of an information campaign aimed at potential new partners and clients (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 alternative financing mechanisms: project financing, equity investments, hybrid funds, syndicated loans, etc (assignments confirming experience in these areas to be indicated in P11/CV)
- Experience in arranging syndicated credit lines from international financial organizations for at least \$ 10 million (list of successfully arranged credit lines to be indicated in P11/CV)
- Experience in lending / investments / corporate finance in Russia and Central Asia is an advantage (to be indicated in 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
2	Moscow, Russia	1	30	30

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:	64 %	Maximum 640 points, including:
At least 5 years of experience in investment, banking and finance, including international financial organizations (30 points per every extra year above 5 years)		300
Experience in alternative financing mechanisms: project financing, equity investments, hybrid funds, syndicated loans, etc. (20 points per each assignment)		120
Experience in arranging syndicated credit lines from international financial organizations for at least \$ 10 million (30 points per each credit line)		120
Experience in lending / investments / corporate finance in Russia and Central Asia is an advantage (25 points per each year of experience)		100
Skills, including:	6 %	Maximum 60 points, including:
Excellent knowledge of Russian language 30 points- fluently 0 points – not fluently		30

Excellent knowledge of English language 30 points- fluently 0 points – not fluently		30
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.

NNEXES

ANNEX 1- INDIVIDUAL CONSULTANT TERMS OF REFERENCES

ANNEX 2 – CONFIRMATION OF INTEREST AND SUBMISSION OF FINANCIAL PROPOSAL

ANNEX 3 – P11 FORM

ANNEX 4 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITION