

Call for Expression of Interest for Consultants & Mentors on “Support to the Piloting Phase of SDG Impact Accelerator Phase II”

REF: UNDP-TUR-EOI-SDG-2021-01

INSTRUCTIONS TO APPLICANTS

General		
1	Eligibility	This “Call for Expression of Interest” is open for both individual consultants and legal entities (e.g. Companies, Universities, Institutes, Foundations, Associations etc.) employing more than 3 staff members.
2	Purpose	Purpose - The aim of the call is to establish a qualified pool of mentors who can deliver professional services on a short-term or retainer basis to be used for the SDG Impact Accelerator Program. The areas, for which the professional services will be procured, are listed in Attachment 1 (Generic Terms of Reference).
3	Deadline	The Call for Expression of Interest will be open until 31.12.2021 (subject to extension, as needed by UNDP).
Preparation and Submission of Applications (Expression of Interest)		
4	Language	All applications should be made in the English Language. Applications in languages other than the English Language may be automatically eliminated by UNDP without a further request for clarification and/or completion.
5	Submissions	All submissions and inquiries shall be emailed to tr.icproposal@undp.org The subject line must be indicated as, REF: UNDP-TUR-EOI-SDG-2021-01
6	Documents	Submissions shall include Application Form (Attachment 2) and CV. Legal entities may submit more than one set of application form and CV.
7	Validity period	All applications shall be valid until 31 December 2021, unless otherwise specifically noted by the applicant.
Evaluation and Award of Contract		
8	Step 1: Expression of Interest & Long listing	<p>The applications (expression of interest) will be reviewed by a screening committee against the minimum requirements, defined in the attached generic terms of reference. Applicants meeting the minimum requirements (<u>pass/fail</u>) will be included in the roster.</p> <p>Screening process will be repeated every 15 days (or more frequently when needed) to review the incoming applications and expand the roster accordingly.</p> <p><u>The outcome of the long-listing process is a roster of trainers and consultants/mentor meeting the minimum requirements of the generic terms of reference, categorized in accordance with the level, type and area(s) of expertise of the trainers and consultants.</u></p> <p><u>UNDP does not guarantee invitation of all long-listed candidates for proposal submission.</u></p>
9	Step 2: Procurement Notice & Short-listing and evaluation	<p>The project management unit that will deploy an IC/ICs will prepare specific Terms of Reference (ToR) for each assignment. Assignment-based specific terms of reference will include (a) specific set of required qualifications and (b) the level, type and area(s) of expertise, required for fulfillment of the assignment.</p> <p>Assignment-based specific terms of reference will be sent (via e-mail) to the consultants</p>

		<p>selected out of the roster for provision of proposals.</p> <p>The invitees will be provided with the opportunity to update their CVs with a view to highlight their qualifications and experiences that are most relevant to the requirements of the specific Terms of Reference.</p> <p>A short-listing committee will review and evaluate the proposals of candidates, based on the specific set of qualifications, indicated in the assignment-based specific terms of reference and price proposal.</p> <p>Only successful candidates will be contacted as a result of the process.</p>
10	Award Criteria	To be specified in the procurement notices.
Others		
11	Attachments	Attachment 1: Generic Terms of Reference Attachment 2: Application Form Attachment 3: General Terms and Conditions
*	All the applications will be received through email. UNDP will not assume any responsibility for any failure regarding transmission and/or receipt of emails. UNDP will not accept any liability and/or cannot be kept liable for not receiving email submissions that are rejected by its servers due to the excessive size of the email (e.g. larger than 30 MB), virus, spam etc. No phone inquiries will be accepted regarding receipt of applications.	
**	The UNDP reserves the right to cancel the application, evaluation and/or the award process and reject all applications at any time prior to award of an agreement without incurring any liability to the affected applicants. Only shortlisted candidates will be contacted.	
***	UNDP implements several projects and programmes, applications to this call for expression of interest will be considered for specific projects. Candidates to be long listed may not be automatically considered for other opportunities.	

Attachment 1:		Generic Terms of Reference
1	Background	<p>The “SDG Impact Accelerator (SDGia)” initiative of the Government of Turkey aimed to accelerate “systems entrepreneurs” for market-creating innovations. The SDG IA consists of a Systems Lab to provide access to insights and information, in particular through human-centered design techniques and systems tools, and a focus on specific challenges; (b) an Accelerator with a cohort structure to bring different stakeholders together around specific challenges and provide challenge-focused – instead of generic – acceleration services towards systems change through lean enterprise methods; and (c) the Impact Investment Fund to provide its alumni with direct access to flexible funding to scale-up.</p> <p>In this framework, “Support to the Piloting Phase of SDG Impact Accelerator Project” tested the recommendations of the “SDG Impact Accelerator Feasibility Report” that was carried out as a joint initiative of the Government of Turkey and UNDP. The project piloted areas that have been identified in the feasibility report including: i) the design and implementation of new non-sewage portable toilets and sanitation systems; and ii) the development of a digital identification system. Both pilots have a specific objective to benefit both refugees and host communities. By testing the assumptions indicated in the feasibility study, it aims to enable key functions of the SDG IA and build critically enabling functions to have an impact in Turkey to serve refugees and other vulnerable groups, both in Turkey and abroad.</p> <p>As the implementation of the above-mentioned project continues, “Support to the Piloting Phase of SDG Impact Accelerator Project Phase II” is launched. The overall objective of the project is to replicate SDG Impact Accelerator Initiative which was first tested in 2019 under the leadership of Ministry of Foreign Affairs (MFA) and UNDP in collaboration of strong Government, UN and private sector partners. With the strong implementation experience gained in the first phase UNDP CO will be executing agency having a partnership with UN Technology Bank to benefit her expertise and outreach. The Project will replicate accelerator program in Bangladesh and Uganda with corresponding priority challenge areas selected as financial inclusion for Bangladesh, and digital agriculture for Uganda.</p> <p>The project aims to contribute to the establishment of partnerships on innovation and entrepreneurship between LDCs and Turkey while supporting internal capacities in respective pilot countries. Accelerator experience of UNDP Turkey and MFA in SDGIA initiative will be replicated in LDC setting to enhance global perspective and global experiences for fine-tuning the structure of SDGIA which is an important tool for global development with multi-stakeholder involvement.</p>
2	Purpose and Scope	<p>The overall objective of this assignment is to support the realization of project’s Pre-Acceleration Program Design & Preparations and Pre-Acceleration Program in close cooperation and collaboration with the Project Team, the Ministry of Foreign Affairs, other partners and beneficiaries at highest quality in a timely manner.</p> <p>Planned schedule of the program is as follows:</p> <ul style="list-style-type: none"> • Pre-Acceleration Program: March 18th- April 9th 2021 • Acceleration Program: May 13th- June 25th 2021 • Implementation: July-October 2021 <p>All of the programs and mentoring sessions are planned to be held online.</p>

		<p>The consultants & mentors are to be involved in different short-term consultancy positions with regards to mentioned areas in Attachment 1 Section 3: Nature of Services and Areas of Expertise.</p>
3	<p>Nature of Services and Areas of Expertise</p>	<p><u>Team Mentors:</u></p> <p>Team mentors will be responsible for working with assigned startups, guide them through the program and follow their progress. Applicants are expected to have previous startup mentoring experience.</p> <p>Each mentor will be assigned a startup and work with the startup throughout the pre-acceleration process between March 18th - April 9th 2021.</p> <p>Mentors are expected to plan and hold weekly sessions with the startups, fill mentoring session form following every session and also fill overall evaluation form for every startup they have worked with at the end of Pre-Acceleration program.</p> <p>If the startup, the mentor is working with is selected to take place in Acceleration Program, mentor will be asked to extend its work by continuing mentoring in acceleration phase between May 13th - June 25th 2021.</p> <p><u>Subject Matter Expert Mentors:</u></p> <p>Subject matter expert mentors will be responsible for meeting with startups to share their sector specific expertise. Their commitment will be sought according to the needs of the startups. They will be assigned to startups to provide one-off mentorship sessions. Mentors are expected to fill mentoring session form following every session and also fill overall evaluation form for every startup they have worked with at the end of Pre-Acceleration program.</p> <p>Subject matter expert mentors may have expertise in one or more of the following areas:</p> <ul style="list-style-type: none"> ○ Accounting ○ Agriculture ○ Agriculture Technologies ○ Brand & PR ○ Business model development ○ Business strategy ○ Corporate relations ○ Customer validation ○ Financials ○ Finance ○ Fintech ○ Funding & Capital ○ Government relations ○ High-tech ○ Impact measurement ○ Internationalization ○ Legal ○ Local know-how on Bangladesh ○ Local know-how on Uganda ○ Marketing strategy

		<ul style="list-style-type: none"> ○ Product & Design ○ Regulations ○ Sales strategy ○ Team management ○ Technology validation ○ User research
4	General Required Qualifications and Experience	<p><u>Team Mentors:</u></p> <p>In order to be longlisted, an applicant must possess the following qualifications and experience:</p> <ul style="list-style-type: none"> • Education: Bachelor’s degree in the field of economics, administrative and social sciences, engineering and other related fields. • Asset: Master’s or Doctorate Degree in a relevant field • General Professional Experience: A minimum of ten years of general professional experience • Specific Professional Experience: At least three years of mentoring experience in Accelerator Programs/Technology Entrepreneurship /Startups • Asset: Mentoring experience in international entrepreneurship programs or having provided entrepreneurship training or having organized start-up events <p>(Note: obligatory military service, internships and experience gained prior to obtainment of a university degree is not considered professional experience)</p> <hr/> <p><u>Subject Matter Expert Mentors:</u></p> <p>In order to be long-listed an applicant must possess the following qualifications and experience:</p> <ul style="list-style-type: none"> • Education: Bachelor’s degree in the field of economics, administrative and social sciences, engineering and other related fields. • Asset: Master’s or Doctorate Degree in a relevant field • General Professional Experience: A minimum of ten years of general professional experience, • Specific Professional Experience: At least three years of mentoring experience in the areas specified above (Section 3), • Asset: Mentoring experience in international entrepreneurship programs or having provided entrepreneurship training or organized start-up events. <p>(Note: obligatory military service, internships and experience gained prior to obtainment of a university degree is not considered professional experience)</p>
5	Duration	Services will be delivered within 2021.
6	Other Considerations	<p>The following matters, if applicable, will be specified in the specific Terms of Reference:</p> <ul style="list-style-type: none"> • Detailed description of task and duties of the consultants,

		<ul style="list-style-type: none">• Detailed description of required qualifications and experience,• Outputs to be delivered by the consultants and payment terms and conditions,• Timeframe and number of working/days to be invested by the consultants,• Duty station,• Place of work,• Logistical arrangements,• Facilities to be provided
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Attachment 2:	Application Form
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PART A: Personal Information

Name(s)	
Last Name	
Nationality	

PART B: Qualifications and General Professional Experience

Please choose the mentorship type you would like to provide	
Team mentor	<input type="checkbox"/>
Subject matter expert mentor	<input type="checkbox"/>
Both	<input type="checkbox"/>

Team Mentors:

Please answer the following questions	Yes	No
Do you have a bachelor’s degree?	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided mentoring services for technology entrepreneurs?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have at least 10 years of professional experience?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a master’s degree in a relevant field?	<input type="checkbox"/>	<input type="checkbox"/>
Have you undertaken similar work as a mentor in international organizations?	<input type="checkbox"/>	<input type="checkbox"/>

Subject Matter Expert Mentors:

Please answer the following questions	Yes	No
Do you have a bachelor’s degree?	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided mentoring services for technology entrepreneurs?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have at least 10 years of professional experience?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a master’s degree in a relevant field?	<input type="checkbox"/>	<input type="checkbox"/>
Have you undertaken similar work as a mentor in international organizations?	<input type="checkbox"/>	<input type="checkbox"/>

PART C: Broad Areas of Specific Professional Experience

Subject Matter Expert Mentors:

Please tick the appropriate boxes to demonstrate level and type of your teaching experience in the following fields (details provided in Section 3 of Generic Terms of Reference):	At least 3 Years of Experience	At least 10 Years of Experience	International Experience
Accounting			
Agriculture			
Agriculture Technologies			
Brand & PR			
Business model development			
Business strategy			
Corporate relations			
Customer validation			
Financials			
Finance			
Fintech			
Funding & Capital			
Government relations			
High-tech			
Impact measurement			
Internationalization			
Legal			
Local know-how on Bangladesh			
Local know-how on Uganda			
Marketing strategy			
Product & Design			
Regulations			
Sales strategy			
Team management			
Technology validation			
User research			

PART D: Accelerator Program related Specific Questions

Please select the time frames you will be available for mentoring	
Pre-Acceleration (18 March 2021 - 9 April 2021)	<input type="checkbox"/>
Acceleration (13 May 2021 - 25 June 2021)	<input type="checkbox"/>
Implementation (July 2021 - October 2021)	<input type="checkbox"/>

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Please choose the mentorship frequency you would like to provide	
1 hour/every 2 weeks	<input type="checkbox"/>
1 hour/every week	<input type="checkbox"/>
Other (Please Specify):	