



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 11 April 2022

REF No.: IC/017/22

Country: Uzbekistan

Description of the assignment: *International Consultant for preparing a feasibility study on establishing and managing a climate and gender focused investment fund in Uzbekistan*

Project Title: “Aid for Trade” and “Financing for Sustainable Development” projects under Inclusive Growth Cluster, UNDP Uzbekistan

Period of assignment/services (if applicable):

Homebased with one possible mission to Tashkent, Uzbekistan, 50 w/d in total with a start date of **1st May 2022** and planned to be completed by **31st October 2022**, including:

Application Process:

Interested candidates need to apply online at www.jobs.undp.org and upload requested documents in Part 4 of Procurement Notice no later than April-25, 2022 (New York time). Please combine all your documents into one (1) single PDF document as the system only allows you to upload a maximum one document. Your on-line application submission will be acknowledged to your email address provided in application. If you do not receive an email acknowledgement within 24 hours of submission, your application may not have been received. In such cases, please resubmit the application, if necessary. Link to application at the UNDP Job Site - https://jobs.undp.org/cj_view_job.cfm?cur_job_id=105985 (cut and paste into browser address bar if the link does not work).

You can review detailed Procurement Notice, Terms of Reference and download templates from the UNDP Procurement Notices Site following the link: http://procurementnotices.undp.org/view_notice.cfm?notice_id=90024 (cut and paste into browser address bar if the link does not work).

Applications submitted via email, incomplete applications or received after the closing date (April-25, 2022) may not be given consideration.

For more detailed information about UNDP Uzbekistan please visit our website at www.uz.undp.org. UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and

minorities are highly encouraged to apply. UNDP Balance in Manage Policy promotes achievement of gender balance among its staff at all levels. Requests for clarification must be sent in writing to pu.uz@undp.org, ensuring that the reference number above is included in the subject line. UNDP shall endeavor to provide such responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the Proposals, unless UNDP deems that such an extension is justified and necessary.

1. BACKGROUND

Uzbekistan is highly exposed to climatic risks with average temperatures in the country expected to rise at a faster pace than the world average causing water shortages, reduced crop yields, and adverse impact on livelihood of people. Development of private sector and entrepreneurship in climate resilient sectors will play a key role in country's climate adaptation efforts. Accounting for half of country's population, women are currently underrepresented in the private sector, have higher chance of being unemployed, and hence are among the vulnerable part of the society which needs support in combating the impact of the climate change.

UNDP stands ready to assist the Government of Uzbekistan in building financial resilience of the private sector, particularly among women entrepreneurs, to the climate impact by improving access to public, private, and development finances.

In this regard, UNDP is planning to hire an International Consultant (thereafter Consultant) to perform a feasibility study on establishing a climate and gender focused investment fund which will help empower women in Uzbekistan by providing financing to businesses owned or run by women in select business areas which are considered to have a significant climate change mitigation or adaptation impact. The expected impact of the Fund's activities will be more resilient women and the society to climate changes which will be reflected in increased efficiency of resource usage, reduced damage of natural disasters on household income, as well as increased participation of women in the private sector and employment. The Fund will be state owned and managed but will aim to raise additional financing from international development and private institutions.

The feasibility study will be jointly managed by UNDP's two projects launched in 2020, namely "Aid for Trade in Uzbekistan (AFT)" and "Financing for Sustainable Development in Uzbekistan (FfD)". The main objective of AFT is to support the inclusive growth in Uzbekistan through the promotion of trade and enhancement of competitiveness, to support the country's efforts to reduce poverty and improve peoples' lives. FfD aims at mobilizing public and private resources needed to finance the development and provide on-demand policy research and capacity building to help maximize the impact of policies/reforms on economic, environmental, and social dimensions of the 2030 Agenda.

The broad purpose of the feasibility study is to get solid evidence and to assess the feasibility to setup and launch an impact investment fund that will source and provide financing to projects meeting climate and gender criteria and to do so mobilizes public, private, and development financing.

For that purpose, we have defined the following sub-objectives:

- To better define the target investees or borrowers, which should include businesses owned (co-owned) or managed (co-managed with at least half in senior management) by women and operating in areas which contribute to climate change mitigation or adaptation goals.
- To identify the most suitable geographic areas and target groups for piloting, which will set the basis for a national roll out.
- To identify appropriate types (debt, equity or other), pricing, tenor, and structure of potential financing solutions which will better suit the needs of target investees or borrowers.
- To define clearly exit strategies, risk-return requirements, as well as key business, financial, and legal risks expected to be faced by the fund
- To define KPIs which will be applied to measure the expected climate and gender impact from potential investment projects
- To provide insight into the fund's capital structure and methods of engaging local partners (national government, state managed funds, etc.), development institutions, and private investors.
- To analyze the current legal and regulatory framework for the fund's operations under in terms of efficiency, cost, or other parameters.
- To define how gender equality is to be incorporated into the vehicle's design and operations.

2. FUNCTIONS/ SCOPE OF WORK

Consultant will work under the general guidance of both Projects' Managers and direct supervision of the Task Manager on Innovative Financing Instruments.

The main objective of Consultant's work is to carry out a feasibility study on establishing and managing a climate and gender focused investment fund based on the blended finance mechanism in Uzbekistan. In doing so, Consultant will lead and coordinate the work of local experts and ensure the qualitative and timely delivery of the following tasks:

Stage I. Market analysis and Legal/Regulatory assessment

- To assess the market conditions in Uzbekistan including the analysis of the demand, competition, and market for the fund's planned activities in Uzbekistan. Such analysis will be performed based on the data gathered from interviews, market and statistical reports, prior research papers, and others.

- To conduct interviews with respondents or focus groups representing each type of stakeholders (entrepreneurs, bankers, investors, partners, etc.).
- To ensure that market assessment will include and address the following key points:
 - Estimating the market size and key segments
 - Identifying direct and indirect competition and market pricing
 - Defining the profile of a target customer
- To analyze the existing legislation in Uzbekistan for an impact investment fund based on regulatory, tax, and investment aspects.
- To investigate, assess and elaborate the legal procedures to be applied for investing, divesting, collecting, and distributing dividends or interest income. Additionally, the assessment should address conflict resolution in case of fraud, misuse of funds, and bankruptcies.

Stage II. Designing the product and operational model for the fund

- To develop the fund's financial and business model which will cover such aspects as product offer, pricing, cost of funds, and client acquisition costs.
- To define the acceptable levels of credit and business risks when financing projects, as well as exit strategies.
- To prepare the cashflow flow projection which will cover growth, liquidity and cash needs, as well as sensitivity analysis
- To define the list of parameters for Impact Measurement and expected contribution of the fund's activities towards climate change adaptation and mitigation, as well as gender equality.
- -To engage with potential investors and relevant stakeholders.

Stage III. Presentation and validation of the feasibility study

- To consolidate all relevant parts of the feasibility study developed under the Stages I and II
- To present and discuss the findings the feasibility study with key stakeholders including UNDP Uzbekistan, Ministry of Finance, independent experts, and others as well as revise them accordingly based on the feedback and recommendations received
- To perform other tasks relevant to the present assignment as requested by UNDP Inclusive Growth Cluster Leader and Project Managers.

3. DELIVERABLES AND DEADLINES

The following tentative schedule of deliverables is expected under the current assignment. The final schedule will be agreed upon in the beginning of the assignment. All deliverables should be submitted to UNDP in electronic form in English.

Outputs/Deliverables	Due date	Instalments
Stage I: Market and Legal/Regulatory Assessment <ul style="list-style-type: none">Relevant parts of the feasibility study including the (i) Market assessment and legal/regulatory assessment, (ii) Assessment of the investability/bankability of the transaction (iii) Gender analysis developed and submitted.	July 31, 2022	1st installment (40%)
Stage II: Designing the product and operational mode <ul style="list-style-type: none">Relevant parts of the feasibility study including the Financial Model and Business Proposition as well as the Impact assessment developed and submitted.Early engagement with potential investors and relevant stakeholders is conducted and their views reflected in the study.	September 30, 2022	2nd installment (40%)
Stage III. Presentation and validation of a feasibility study <ul style="list-style-type: none">A draft feasibility study has been presented and discussed with the stakeholders during the validation workshop.A feasibility study has been finalized based on feedback and comments received for the stakeholders and UNDP	October 31, 2022	3d installment (20%)

This is a lump sum contract that should include all costs including the cost of hiring additional consultants and other related costs, if any, required to produce the above deliverables.

4. LOCATION OF WORK

The selected consultant will be home based with one possible mission to Tashkent, Uzbekistan.

5. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Education:	<ul style="list-style-type: none"> ○ University degree (Masters or above) in economics, finance, business administration, or other relevant disciplines is required
Years of Experience:	<ul style="list-style-type: none"> ○ At least 5 years of proven senior level experience in impact investing, investment banking, investment analysis, project finance, fund management, or business planning is required ○ Excellent understanding of green standards and principles is required. ○ Good understanding of gender aspects and gender mainstreaming into the development and business processes is required. ○ Proven experience in preparation of feasibility studies is required. ○ Previous experience with a development partner or government will be an asset.
Language Requirements:	<ul style="list-style-type: none"> ○ Fluency in written and spoken English is required ○ Working knowledge of Uzbek or Russian would be an asset.
Competencies:	<ul style="list-style-type: none"> ○ Strong data collection, communication, analytical, research, and writing skills ○ Client-orientation and excellent interpersonal and cross-cultural communication skills ○ Ability to use information and communication technology as a tool and resource

6. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

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

Proposal:

- a) Letter of Confirmation of Interest and Availability using the template provided by UNDP as attachment to this notice;
- b) CV with indication of the e-mail and phone contact or Personal History Form (P11 form), but successful consultants will be requested to submit, fill in and sign a Personal History Form (P11 form) before contract issuance.
- c) Brief description of approach to work/technical proposal on how s/he will implement and complete the assignment; (max 1 page);
- d) Financial Proposal – specifying a total lump sum amount for the tasks specified in this announcement. The financial proposal shall include a breakdown of this lump sum amount and in accordance with the table provided in Annex 3 to this notice;

UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and minorities are highly encouraged to apply. UNDP Balance in Manage Policy promotes achievement of gender balance among its staff at all levels.

7. FINANCIAL PROPOSAL

The financial proposal shall specify a total lump sum amount. Payment will be made in lump sum in three installments upon completion of the tasks/works indicated in the TOR and their acceptance by Project Managers and Inclusive Growth Cluster, UNDP Uzbekistan as well as submission of payment documents (PEF, CFP, etc.). 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).

Travel:

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel including visa cost. In general, UNDP does not accept travel costs exceeding those of an economy class ticket. 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.

8. EVALUATION

Evaluation of the offers will be arranged according to Cumulative analysis.

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

a) responsive/compliant/acceptable

b) having received the highest score out of the set of weighted technical and financial criteria specific to the solicitation.

** Technical Criteria weight – 70%*

** Financial Criteria weight – 30%*

Only candidates obtaining a minimum of 49 points for the Technical Criteria will be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
<u>Technical</u>		
Education and language skills <ul style="list-style-type: none">Master's degree or higher with professional certification (CFA, Chartered Economist, etc.) with English & local language (Uzbek or Russian) – 10Master's degree with professional certification (CFA, Chartered Economist, etc.) with English language – 8Master's degree with English & local language (Uzbek or Russian) – 8	10%	10

<ul style="list-style-type: none"> ▪ Master's degree with English language – 6 		
Proven working experience in impact investing, investment banking, investment analysis, project finance, fund management, or business planning <ul style="list-style-type: none"> ▪ More than 8 years – 15 ▪ 7-8 years - 10 ▪ 5-6 years - 6 Less than 5 years is not acceptable	15%	15
Proven experience preparation of feasibility studies is required <ul style="list-style-type: none"> ▪ Yes – 10 ▪ No – 0 	10%	10
Excellent understanding of green standards and principles is required. <ul style="list-style-type: none"> ▪ Yes – 10 ▪ No – 0 	10%	10
Good understanding of gender aspects and gender mainstreaming into the development and business processes is required. <ul style="list-style-type: none"> ▪ Yes - 10 ▪ No – 0 	10%	10
Interview (shortlisted candidates will be requested to participate in the interview via zoom platform) <ul style="list-style-type: none"> ▪ Very good - 15 ▪ Good - 10 ▪ Satisfactory - 5 points ▪ Poor - 0 	15%	15
Financial offer	30%	30

9. ANNEXES

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS (available at <http://www.undp.org/content/dam/undp/documents/procurement/documents/IC%20-%20General%20Conditions.pdf>)

ANNEX 3 - OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY FOR THE INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT AND FINANCIAL SUBMISSION FORM (BREAKDOWN OF COSTS SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL)

ANNEX 4 FINANCIAL SUBMISSION FORM (BREAKDOWN OF COSTS SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL)