

IDB140-770/10

Regional
FUNDING FOR CARIBBEAN MICROFINANCE CAPACITY-BUILDING PLANS
HH
CONSULTING SERVICES
TC No. RG-M1106 – RE-X1005
Project No. ATN/ME-10809-RG
Deadline: 4 March 2010

Request for Expression of Interest

The Multilateral Investment Fund (MIF) and its partners European Commission (EC) and the Caribbean Development Bank (CDB) intend to apply the proceeds to payments under the project: Funding for Caribbean Microfinance Capacity Building.

The services to be contracted:

*Field teams of experts to provide Caribbean Microfinance Institutions (MFI) training services (classroom-based, face-to-face, coaching, e-learning or distance learning, etc.), to improve their performance

This will consist of:

*a. Design tailor-made training sessions to address up to three key specific issues for each of the 8 to 10 MFIs selected for the implementation of their Capacity-Building Plans. The specific tailor-made training include, among others, areas of MFI capacity strengthening support such as: credit analysis, pricing and terms, incentives for loan officers, strategic positioning, loan appraisal and risk management, client and employee retention, better use of management information systems, ALM, cost of capital and mix of funding, the cross-selling of products.

*b. Design general training sessions to address collective needs of the group of MFIs participating in the project. General training could include issues such as: awareness-raising of sustainable microfinance, operational training for board members, promotion and management of a microcredit program; loan officer general training; past due payments control, efficiency and productivity, client discipline, separation of microcredit portfolio from other portfolios, governance, internal controls, data collection, among others. In sum, a good overview of microfinance.

Implementation of this contract will involve about 165 days of consultancy over the course of one year. Minimum of 45 days in the field. The consultant/teams will work out of their home location, with travel to the countries where CBPs are being implemented.

The consultant(s) selected for this assignment must have demonstrated experience in designing curriculum and learning methods to match training goals and the characteristics of the participants: (i) knowledge and experience in regions with broadly similar MFI profiles, such as

East Asia/Pacific or Africa (ii) experience with designing and implementing capacity-building plans for small MFIs, broadly similar to the Caribbean; (iii) previous track record of successfully conducting capacity-building plans for MFIs on behalf of banks/ Financial Institutions/ Multilateral and Bilateral agencies etc. (provide examples); (iv) capacity building experience (v) management capacity; (vi) knowledge of the theory and practice of microfinance; (vii) proficiency in English (Dutch a plus), spoken and written; and (viii) capacity to commit and mobilize multi-disciplinary teams including trainers, microfinance specialists, financial specialists and MIS specialists for the entire period of the contract.

The total cost of the consultancy is approximately US\$1,500,000, including all travel and all other expenses incurred by the consultant(s).

The Multilateral Investment Fund now invites eligible consultants to indicate their interest in providing the services. Interested consultants must provide information establishing that they are qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.). Consultants may associate to enhance their qualifications.

Consultants will be selected in accordance with the procedures set out in the IDB <I>Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank</I> (current edition) and is open to all eligible bidders as defined in the policies.

Interested consultants may obtain further information at the address below during office hours: 9:00 to 17:30 hours (Eastern Time).

Expressions of interest must be delivered via mail services or e-mail at the address indicated below by 17:00 hours on 4 March 2010.

Inter-American Development Bank/Multilateral Investment Fund
Division: Operations
Attn: Maria Victoria Saenz-Samper, Senior Project Specialist
1300 New York Ave, NW
Washington DC 20577, USA
Tel: (1-202) 623- 3002
Fax: (1-202) 623-8100
E-mail: caribcap@iadb.org
Website: www.iadb.org/mif