



**RESERVE BANK OF MALAWI**

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES)**

**NAME OF PROJECT: FINANCIAL INCLUSION AND ENTREPRENEURSHIP  
SCALING (FInES) PROJECT**

**LOAN NO./CREDIT NO./ GRANT NO.: 6746-MW**

**ASSIGNMENT TITLE: CONSULTING SERVICES TO IDENTIFY INNOVATIVE FIRMS  
WITH PROJECTS THAT CAN ACCESS CONCESSIONAL LOANS  
FROM MAIIC.**

**Reference No:**

MW-RBM-256875-CS-CQS  
MW-RBM-256859-CS-CQS  
MW-RBM-256863-CS-CQS  
MW-RBM-256872-CS-CQS  
MW-RBM-256870-CS-CQS  
MW-RBM-256867-CS-CQS

The Malawi Government has received financing from the World Bank toward the cost of the Financial Inclusion and Entrepreneurship Scaling (FInES) Project and intends to apply part of the proceeds for consulting services.

The Development Objective of the Project is to increase access to financial services, promote entrepreneurship and capabilities of firms in Malawi including addressing Covid-19 implications.

It is against this backdrop, that the Reserve Bank of Malawi would like to engage Six (6) Business Development Service (BDS) providers to work in conjunction with Malawi Agricultural and Industrial Investment Corporation (MAIIC) to source SME transactions, package them in line with MAIIC's requirements, hand hold the SMEs during the tenor of the facility for a successful loan repayment and close out.

MAIIC was selected as an implementing partner to de risk financing to MSMEs. MAIIC is supposed to provide concessional loans, equity and quasi-equity financing for innovative start-ups and SMEs.

The purpose of this assignment is to invite reputable Business Development Service (BDS) providers to submit project preparation services.

The successful BDS Service providers shall provide Project preparation Services to identify potential SMEs/firms as follows:

- a- Detailed needs assessment.
- b- Provide a profile of target SMEs.
- c- Design supporting custom tailored services or interventions e.g., Business Plan.
- d- Prepare funding model for shortlisted firms.
- e- Submit funding application documents to MAIIC.
- f- Conduct the first line due diligence exercise before documents are submitted to MAIIC

The deliverables are in two stages:

Pre-Investment: Initial Pack of Legal, Business, Operations, Compliance and Financials documents dossier of the prospective client.

Post Investment: Supporting documents for any loan covenants/milestones. In addition, the BDS are responsible for the timely repayment of the loan by the borrower (MSME).

The detailed Terms of Reference (TORs) for the assignment can be found at the following website: [www.rbm.mw](http://www.rbm.mw) or can be obtained upon request at the address given below.

The Reserve Bank of Malawi now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- a) Understanding of the TORs and the tasks to be accomplished, including any specific comments on the TORs (3 pages maximum).
- b) Background of the firm and relevant expertise, outlining specific capabilities relevant to the Scope of the assignment, as well as registration and status with any relevant professional bodies or regulators.
- c) A description of the services to be provided (what and when) and an approach to BDS provision in Malawi demonstrating understanding of the local context.
- d) Past Performance/Track Record - Provide examples of previous successful BDS transactions over the past three years and disclose success rate over the past three years.

**Support Expert;** should be in possession of a bachelor's degree in Business, Marketing, Agribusiness, or any other relevant qualification with least 2 years of experience leading or supporting BDS delivery with previous experience within SADC region or Africa.

The contract with BDS providers will remain in force for a period of three consecutive years.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" dated November 2020 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

The Consultants will be selected in accordance with the Consultant's Qualifications Based Selection (QBS) method as set out in the Procurement Regulations. Six (6) top ranked consultants based on the evaluation of the Expression of Interests will be invited for submission of the proposals followed by negotiation of the contracts.

Further information can be obtained at the address below during office hours from 09:00 to 12:00 noon and from 14:00 to 16:30 hours.

Expressions of interest must be delivered in a written form to the address below (in person, e-mail or through mail) by 4<sup>th</sup> November, 2021.

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