

“ARMSWISSBANK” CJSC

READINESS AND PREPARATORY SUPPORT PROGRAMME

**“SCALING UP GREEN FINANCE PRACTICES IN THE REPUBLIC OF ARMENIA”
PROJECT**

TERMS OF REFERENCE

**Engagement of IT company for design of online platform for best practices’
repository and delivery of associated services**

Background

Within its strategy to promote enabling framework for introducing environment resilient practices, the Government of Armenia plans to significantly scale up the utilization level of green finance instruments and to secure a more pro-active participation of the private sector in implementing interventions in climate adaptation and mitigation domains.

Within that overall strategy, the Government of Armenia through the Ministry of Environment (Designated National Authority) has requested support of Green Climate Fund (GCF) within the framework of “Readiness and Preparatory Support Programme” to implement comprehensive assessment of the constraints for further expansion of “green finance” practices, mapping of available instruments and to come up with comprehensive set of methodological, awareness raising and capacity building interventions. The Readiness Project will design a Green Finance Roadmap, as key political document outlining current state, existing impediments for green finance development and establishing comprehensive vision for green finance strategy contributing to implementation of Armenia’s NDCs and Paris Agreement. The Roadmap and further activities aimed at implementation of the activities proposed will benefit from Repository of “Green Finance Instruments” that will be compiled during project execution stage and further handed over to Central Bank for maintenance and updates upon completion of the Project. The main objective of the Readiness Project is to achieve paradigm shift in design and utilization of “green finance” instruments through incorporating into policies, operational modalities of national banks and non-banking financial institutions the climate-resilient approaches and guidelines, as well as regulatory simplification and introduction of policy incentives for designing respective on-lending facilities. To achieve this objective, interrelated chain of activity clusters, including assessment of baseline, regulatory review and simplification, assessment of best international practices, design of methodological baseline and further capacity building activities will be implemented.

The “ARMSWISSBANK” CJSC one of the leading Armenian banks that also seek accreditation with GCF (under direct access modality) has been awarded the contract

for implementation of “Scaling up Green Finance Practices in the Republic of Armenia” Project.

Assignment Background

During the first phase of the Project the team comprised from international and local consultant has developed the comprehensive compendium of international best practices that are suggested for consideration to Armenian regulator (Central Bank of Armenia). The compendium includes short description of best practices, methodological materials related to each practice, as well as set of links to the respective web-sites where more detailed information about application peculiarities in differed countries is available.

The purpose of this assignment is to design the on-line best practices’ repository knowledge sharing platform which will be used by the regulator, commercial banks, non banking financial institutions and other relevant stakeholders.

Scope of Work

Establishment of IT, web and data management arrangements to manage registration of best practices, methodological materials related to each practice, as well as set of links to the respective web-sites where more detailed information about application peculiarities in differed countries is available

More specifically, the following deliverables are expected from the Consultant:

- propose options for COTS software that fits the high-level requirements;
- draft an implementation architecture;
- configure the software for specific use in Armenia;
- carry out web programming
- train delivery partner to use it;
- carry out 12 months of maintenance and further handover to delivery partner.

The Consultant shall closely work with the team of consultants responsible for best practices identification and systematization.

Selection Criteria

I. Technical Proposal – 70%

1. Expertise of the Firm – 30%

- At least 5 years of work experience and at least 5 similar assignments;

2. Description of approach, methodology and work-plan – 40%

3. Qualification of proposed staff – 30%

Prospective bidders are invited to nominate teams, composition of which from their experience fits the best for the implementation of the Study.

II. Financial Proposal - 30%

Financial proposals should be submitted with clear indication of: 1) total sum for the assignment (lumpsum contract), and 2) containing the statement that all applicable taxes are included.

Evaluation of proposals

Only financial proposals of bidders received 70 and more points for their technical proposal will be considered.

The procedure for evaluation of Financial Proposals is the following - the lowest Financial Proposal (Fm) will be given a financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as follows: $Sf = 100 * Fm/F$, where Sf is the financial score, Fm is the lowest price, and F is the price of the relevant Financial Proposal.

Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) indicated in the Data Sheet:

$$S = St \times T\% + Sf \times P\%$$

The Consultant that achieved the highest combined technical and financial score will be invited for negotiations.

Timeframe, deliverables and reporting

The overall duration of the “Scaling up Green Finance Practices in the Republic of Armenia” Project is 24 months.

Required services will have to be delivered during February – May 2021 (excluding maintenance service of 6 months).

Submission Requirements

Submission Packages comprised from Technical Proposal should be submitted by 12/04/2021 at 18:00 Yerevan time to the following e-mail address: procurement.gcf@armwissbank.am .

Financial Proposal should be submitted by 12/04/2021 at 18:00 Yerevan time to the following e-mail address: priceoffer.gcf@armwissbank.am .

Financial proposal should include fee component only, which should be all inclusive.

Type of the contract is lump-sum. Financial proposals should include timeline of payments against deliverables.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of this RFP.

The Proposal that complies with all of the requirements meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Please Note: "ARMSWISSBANK" CJSC will not provide feedback on the evaluation process to unsuccessful candidates.