REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES FIRMS SELECTION)

DEVELOPMENT BANK OF NIGERIA

DEVELOPMENT FINANCE PROJECT

DBN Development Bank of Nigeria RC 1215724

...Financing Sustainable Growth

Assignment Title: Technical Assistance to support design and implementation of M&E methodology to track progress and impact of DBN's activities

Reference Number: NG-DBN-137143-CS-CQS

The International Bank for Reconstruction and Development (IBRD) has provided the Federal Government of Nigeria (FGN) with a loan and part of the proceeds of the loan are to be used to engage a qualified consulting firm to provide advisory support to the Development Bank of Nigeria (DBN), towards developing a comprehensive set of Monitoring and Evaluation (M&E) management tools and implementation mechanisms in order to periodically track progress and report on achievement of milestones. The intention is to enable DBN to track, analyse and report the effects of the DBN and its subsidiary- IMPACT Credit Guarantee Company's activities on MSMEs, including women entrepreneurs in Nigeria, by strengthening its theory of change and building a database of the loans funded by the DBN or guaranteed by IMPACT. This is with a view to analyze key information such as the performance of the loans provided, the risks associated with the DBN's exposures, and the nature of the benefits provided to end-users.

Specifically, project activities will include, but are not limited to, technical assistance and capacity building support to DBN in the following three areas:

I. Advice and technical assistance to DBN on improving its current M&E framework, including reviewing and revising the Theory of Change (ToC);

ii. Advice and technical assistance to DBN on setting up, operationalizing, and maintaining an M&E reporting platform and database that assembled information on the outputs of the DBN's activities, including key monitoring indicators. The M&E framework should clarify the evaluation methodology to be applied at various levels of the results chain methodologies that will form the basis for data collection and reporting (definition of data variables, underlying model, etc.).

iii. Advice and technical assistance to DBN on producing a standardized report on the performance, risks and impact of its activities outlining highlights, trends and the key risks and achievements of DBN in expanding the MSME finance market.

The details of above outlined Services are described in the Terms Of Reference which can be found on DBN's website at the following link http://bit.ly/DBNMETOR

The DBN invites eligible consulting firms ("Consultants") to indicate their interest in providing these Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform these Services.

The minimum qualification criteria for this consultancy are provided below.

Minimum firm qualification criteria:

- Evidence of at least 10 years of demonstrated international experience with similar advisory projects related to developing theories of change and M&E frameworks in conjunction with financial intermediary lending and guarantee operations, along with relevant project experience in at least 2 emerging market jurisdictions.
- Evidence of ability to collect, compile and analyze financial data from financial service providers, as well as from MSMEs, and international experience of developing and maintaining relevant databases and preparing standardized analytical reports with required experience to include a minimum of 2 similar assignments with financial institutions.
- Evidence of experience of working with MSME finance providers, with specific focus on elements such as credit and financial analysis, risk management, and MSME lending, non-performing loan management, identification of key lending risks, and defining measures to mitigate and control identified risks;

Expressions of Interests submitted should not exceed 25 pages and interested Consultants should provide the following information as part of their Expression of Interest:

- Firm qualifications and details of relevant experience specifically responding to each of the qualification criteria above, including a brief description of the scope of the projects, outputs, the dates of implementation, budget and the funding organization;
- To illustrate achievement and sustainability, the expression of interest should indicate measurable results following each criterion highlighted above.

Interested Consultants are referred to Appendix 1 below. Detailed information on assignments executed should be presented in the format provided in Appendix 1.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants under IBRD and IDA Credits & Grants by World Bank Borrowers, January 2011, revised in July 2014 ("Consultant Guidelines") setting forth the World Bank's policy on conflict of interest.

In line with the World Bank's Consultant Guidelines, interested consultants may associate with other firms in the form of Joint Ventures or Sub-consultancy to enhance their qualifications. For a Joint Venture, each member of the Joint Venture firm shall be reasonably qualified to undertake the assignment in case of withdrawal by any of the members. Expressions of Interest from Joint Venture firms should include the following:

- A cover letter stating the type of association or partnership for the joint submission e.g. a Joint Venture/ Consortium or a Sub consultancy.
- A draft agreement to form a Joint Venture/Consortium or letters of intent to form a JV/Consortium submitted by each member of the JV
- Required information on similar assignments executed by each member of the JV, to allow for an assessment of each member against the minimum firm qualification criteria.

A Consultant will be selected in accordance with the Consultant Qualification Selection method set out in the Consultant Guidelines.

Further information can be obtained at the contact information below during office hours [0900 to 1700 hours Monday- Friday, local time].

Expressions of interest - citing the above assignment title and reference number in the subject - must be delivered in a written form either to the address below (in person or by mail) or preferably e-mail by 6th December, 2019

The Project Coordinator,
Project Implementation Unit
Development Bank of Nigeria (DBN)
The Clan Place,
1386A, Tigris Crescent, Maitama, Abuja, Nigeria.
E-mail: ndinwoke@devbankng.com
cc: audit@devbankng.com
procurement@devbankng.com

Appendix 1: Assignment of a Similar Nature to the Assignment Successfully Executed by the Firm

- Interested consultants are expected to list relevant projects against each of the 3 minimum criteria stated below (kindly copy and paste the criteria into your table). Information on project title, budget, responsibilities, dates, output, location, funding organization and references should be provided for each named project.
- In the case of Joint Ventures/ Consortiums, each partner firm must provide its own table of Assignments of a Similar Nature to the Assignment, to allow for an individual assessment of partner firms.

The table shall take the following format:

Minimum firm qualification criteria: copy and paste the 3 minimum criteria provided below	In the case of Joint Ventures/ Consortium, state relevant firm within the consortium Only applicable to JVs/Consortiums	Titles of Projects: list all relevant projects applicable to each criterion	Project Scope: Provide a description of the scope/scale of relevant projects including geographical scope (coverage)	Budget and financial scope of each of the named projects	Main project responsibilitie s/ activities	Start and end dates of each named relevant project.	Measurable Result/ Impact/Output: Provide information of the success or outcome of the project	Locations: Provide geographical locations of the named projects	Funding Organization	References: (i.e. Name, Email Address, Address, Phone Number)

1. Evidence of at least 10 years of demonstrated international experience with similar advisory projects related to developing theories of change and M&E frameworks in conjunction with financial intermediary lending and guarantee operations, along with relevant project experience in at least 2 emerging market jurisdictions.

2. Evidence of ability to collect, compile and analyse financial data from financial service providers, as well as from MSMEs, and international experience of developing and maintaining relevant databases and preparing standardized analytical reports with required experience to include a minimum of 2 similar assignments with financial institutions.

3. Evidence of experience of working with MSME finance providers, with specific focus on elements such as credit and financial analysis, risk management, and MSME lending, non-performing loan management, identification of key lending risks, and defining measures to mitigate and control identified risks