
REQUEST FOR PROPOSAL

SUBJECT:

**TENDER FOR UNDERTAKING TRAINING FOR AFRICAN GUARANTEE
FUND STAFF ON GROWING LENDING AMONG MSMEs IN OCEAN-
BASED INDUSTRIES**

REF: AGF/RFP/CD/2024/004

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Closing Date: 6 September 2024

0000Hrs GMT

UNDERTAKING TRAINING FOR AFRICAN GUARANTEE FUND STAFF ON GROWING LENDING AMONG MSMEs IN OCEAN-BASED INDUSTRIES

Introduction

The African Guarantee Fund (AGF) is dedicated to promoting sustainable economic growth in Africa by supporting the financial needs of Micro, Small, and Medium Enterprises (MSMEs). Ocean-based industries represent a significant segment of the blue economy, offering vast opportunities for growth, innovation, and sustainability. To enhance the capacity of AGF staff in supporting these industries, AGF, in collaboration with the Norwegian Agency for Development Cooperation (Norad), seeks a qualified training provider to conduct a one-day training session focused on growing lending among MSMEs in ocean-based industries.

About the African Guarantee Fund

African Guarantee Fund (AGF) is a specialized guarantee provider whose mission is to facilitate economic development and poverty reduction in Africa. To achieve this, AGF increases access to finance for Small and Medium-sized Enterprises (SMEs) across key economic sectors through its guarantee products and capacity development assistance.

Since inception, AGF has issued guarantee portfolio of over USD 2 billion, unlocking about USD 4 billion in SME financing, through partnerships with more than 200 partner financial institutions in 40 African countries. As a 2X Challenge qualified institution, AGF is committed to supporting women-owned/led businesses through the Affirmative Finance Action for Women in Africa (AFAWA) Guarantee for Growth program, which aims to unlock up to USD 3 billion in financing for women SMEs in Africa. AGF also fosters sustainable growth by offering a green guarantee facility to lending institutions to enable them increase access to finance for SMEs investing in climate and green growth-oriented economy.

AGF is backed by the following shareholders and sponsors: The Government of Denmark through the Danish International Development Agency (DANIDA), the Government of Spain through the Spanish Agency for International Cooperation (AECID), the African Development Bank (AfDB), French Development Agency (AFD), Nordic Development Fund (NDF), Investment Fund for Developing Countries (IFU), German Development Bank (KfW), French Agency for Private Sector (PROPARCO), West African Development Bank (BOAD), Global Affairs Canada (GAC), USAID's West Africa Trade & Investment Hub (WATIH), TechnoServe and NORAD.

African Guarantee Fund is rated AA- by globally renowned Fitch Ratings.

Objectives

The objective of the training is to:

1. Equip AGF staff with the necessary knowledge to assess and support lending initiatives in ocean-based industries.
2. Enhance the understanding of specific risks, value chains, and financing opportunities within the blue economy.
3. Develop strategies to increase AGF's engagement with Partner Financial Institutions (PFIs) to promote lending to MSMEs in ocean-based industries.
4. Introduce sustainable practices and environmental considerations in the lending process.

Scope of Work

The training program will focus on the following sectors within ocean-based industries:

- Food Security
- Blue Economy
- Marine Litter
- Renewable Energy
- Clean Cooking Solutions
- Aquaculture

Key Tasks Include:

- i. **Training Needs Assessment:** Evaluate the current capabilities of AGF staff to identify specific training needs.
- ii. **Curriculum Development:** Design training modules covering global and Africa-specific trends, financing opportunities, risk mitigation, and the role of AGF products.
- iii. **Training Delivery:** Conduct a high-level training session with interactive components, including case studies, group discussions, and practical exercises.
- iv. **Post-Training Evaluation:** Measure the effectiveness of the training through assessments and feedback.

Deliverables:

- **Training Needs Assessment Report:** A detailed report identifying the training needs of AGF staff.
- **Training Curriculum and Materials:** Comprehensive training modules, case studies, and other relevant materials.
- **Training Session Report:** A report summarizing the training session, including participant feedback and recommendations.
- **Post-Training Evaluation Report:** An analysis of the training's impact, based on participant feedback and knowledge assessments.

Methodology:

Given the 1-day duration, the training will be intensive, focused and will adopt a blended approach that includes:

- **Interactive Workshops:** Engaging sessions with a mix of lectures, discussions, and practical exercises.
- **Case Study Analysis:** Examination of real-world examples to draw actionable insights.
- **Field Visits:** (Optional) Practical exposure through visits to relevant MSMEs or projects.
- **Evaluation:** Continuous assessment through participant feedback and knowledge checks.

Roles and Responsibilities:

AGF:

- Provide the venue and necessary logistical support for the training.
- Ensure the participation of relevant staff members.

Training Provider/Consultant:

- Develop and deliver the training content in alignment with AGF's objectives.
- Conduct a post-training evaluation and submit all deliverables on time..

Proposal Submission and Review Process

Proposals should be divided into two parts: Technical and Financial.

Technical Proposal:

- A brief profile of the consulting firm, including relevant experience.
- A detailed methodology and work plan for the 1-day training.
- CVs of key personnel, highlighting their qualifications and relevant experience.
- References from similar projects.
- Statutory compliance documents should be submitted as annexes.

Financial Proposal:

Provide a detailed budget breakdown, including all costs and taxes covering:

- Development of training materials and resources.
- Trainer fees and any associated costs (Training venue will be provided).

Both proposals should be submitted as a single PDF document.

Submission Details

All correspondences should be addressed to ‘**The Procurement Officer**’. Application proposals should be submitted via email by **0000Hrs GMT on Friday 6 September 2024** to:

- procurement@africanguaranteefund.com

Awardees will be contacted directly via email. Short-listing and selection shall be done in accordance with AGF’s policies, rules, and procedures.

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Experience and Expertise:** Relevant experience in delivering training on MSME financing and ocean-based industries.
- **Understanding:** Demonstrated understanding of the training objectives and context.
- **Methodology:** Clarity and feasibility of the proposed training approach.
- **Qualifications:** Expertise and experience of the proposed trainers.

Qualifications and Experience:

The ideal consultant/firm should have :

- A minimum of a bachelor’s degree in business, Finance, Economics, or a related field.
- At least 5 years of experience in MSME financing, with a focus on ocean-based industries.
- Proven experience in delivering short, impactful training sessions.
- Strong communication and facilitation skills.
- Familiarity with the challenges and opportunities in the blue economy.

Required Documentation:

- Names and qualifications of key personnel involved in the project.
- CVs of all key personnel. Written confirmation from each personnel on availability for the entire contract duration.

Note:

AGF reserves the right to select or reject any or all proposals, either in totality or partially. Decisions made will be final, and no correspondence will be entertained other than to inform the bidders of the outcome.