

**Public Tender – Strategic Implementation Partners – Responses to Clarification Requests**

Question ID	Question	Response SIFI
1.	At what time on July 3rd is the deadline	Expression of Interest Letters should be submitted to info@sdgimpactfinance.org by latest <b>July 3rd 2024 12:00 pm noon CEST</b>
2.	Infrastructure management - <b>We would like to confirm that there already is a SIFI online platform in place to collect applicant proposals - for the external service provider to manage?</b>	A platform to receive online applications via e-mail function is in place and managed by SIFI, however there is no separate software in place to manage applications and communications.
3.	Application management - <i>For the application monitoring, we were wondering if SIFI already has a software in place that we could use to manage the applications and communications? We would like to know what software is used and what are its functionalities?</i>	
4.	<i>What is the budget limit for this public tender? Could we have more information on the contract type?</i>	There is no budget limit declared, however we expect a clear proposal of expected days and total budget required. This should be reflected in the budget template. Henceforth, the expectation of SIFI is that the proposed budget is a very well evaluated budget and reflective of the well-estimated effort. The contract will be negotiated following the successful completion of the tender and foresees a contract duration of min. 3 to max 5. Years.
5.	<i>Would you say there is a fund management aspect to the services required?</i>  <i>I.e. would SNV do the grant distributions, or would they be done by SIFI?</i>	<ul style="list-style-type: none"> <li>- There is no fund management service required. However, if these could be offered, it would be adequate to list these as additional information.</li> <li>- The grant payments will be executed by SIFI</li> <li>- Repayments would be directly made to SIFI</li> </ul>

	<p><i>In the same vein, would repayments of conditionally repayable grants be made to SIFI, or to SNV?</i></p> <p><i>If to SNV, does SIFI have research on the tax implications (SNV is a Dutch foundation)?</i></p>	
6.	<p><i>Will we have fiduciary responsibility?</i></p>	<p>Yes. The strategic implementation partner will have full fiduciary responsibility towards SIFI in line with the services and advice delivered but not for the grants and junior equity investments.</p>
7.	<p><i>What is the amount of grant funding available for the companies? How does SIFI foresee the growth of the grant funding over the next 5 years?</i></p>	<p>Under window 1, a total disbursement of CHF 2-3 million per CfP for up to five winners is foreseen. Under Window 2 a total investment of up to CHF 5 million for up to three winners per CfP is foreseen. These figures are indicative and can be subject to change. Generally, the aim is to increase the amounts under window 2 over the coming years.</p>
8.	<p><i>Do you foresee more applicants to apply for each call, if so, do you foresee more CfP to be published in the upcoming years than 2 p.a.?</i></p>	<p>For the time being, SIFI plans with a total of four CfPs per year – two per window. As we extend our global reach, it is also our ambition to reach more potential applicants reflected in a higher number of applications.</p>
9.	<p><i>How many applicants would SIFI like to see each year for each CfP?</i></p>	<p>There is no fixed target, however we hope to see an uptake in eligible applications (under window 1 we have been observing up to 35% ineligible applications).</p>
10.	<p><i>Are we allowed to form a consortium responding to this CfP?</i></p>	<p>A consortium could be formed if it is clear how this structure is beneficial for SIFI and a clear description of the roles and responsibilities is provided. All compliance related checks will have to be submitted for all partners in the consortium.</p>
11.	<p><i>Is there a template the applicant needs to follow for the EOI?</i></p>	<p>The provided budget template needs to be followed as well as the guidelines provided in the annex of both Window 1 and Window 2 documents.</p>

12.	Public Tender - Page 3- <i>Demonstrated experience in managing projects and processes similar to a call for proposals</i> (requires proof of at least 5 call for proposals or similar) - <b><i>What kind of proof will be needed? In what format?</i></b>	This should include proof of projects completed, i.e. public references or summary briefs with potential references to follow up upon.
13.	Public Tender - Page 6 - <i>State your interest and capability, as well as concept of approach to above task in letter; What does this mean? Is there a separate letter that we need to develop to state our interest for this Tender?</i>	No, we would expect you to outline your interest, capability and approach as part of the EoI.
14.	Public Tender - Page 4 - <i>The EoI submitted by the Candidates will be evaluated based on the qualification criteria defined in the Request for Expression of Interest (RfE) through a preliminary assessment. These qualification criteria will comprise Selection Criteria and Minimum Criteria. What do you refer as qualification criteria; is it the requirements section in the excel sheet or the "eligibility criteria"? Can you please indicate where we can find the qualification criteria? Can you please specify what are the Selection criteria and Minimum criteria;</i>	Please refer to the eligibility criteria as well as the "Requirements" sheet in the budget template. Please note, that the budget template does not need to be submitted as part of the EoI.
15.	<b><i>Could you please share the evaluation criteria scoring?</i></b>	The criteria for evaluation can be found in the attached budget templates on the sheet named "Requirements". The scoring criteria will be disclosed to applicants invited to submit a full proposal. Please note, that the budget template does not need to be submitted as part of the EoI.

16	Regarding the two SIFI Windows -- Innovation (Window 1) and Products (Window 2) -- can you please share more information about the expected size of the Fund/each window? We did not see this provided in the solicitations (attached).	As outlined in the tender documents, please refer to the second tab “Requirements” of the respective budget template for “Further Information for Scope Estimation” as well as detailed overview of the requirements.
17.	Is there a range of resources that will be awarded under this window or maximum budget?	There will be a maximum budget awarded.
18.	Are there any priority geographies?	SIFI focuses only on solutions that target any country eligible to receive official development assistance (ODA) according to the most recent OECD-DAC List of ODA Recipients. Solutions that target low-income and least developed (LDC) countries are highly encouraged.
19.	<p><i>“demonstrated experience in managing projects and processes similar to a call for proposals (requires proof of at least 5 call for proposals or similar)”</i>, we have the following questions:</p> <ol style="list-style-type: none"> <li>1. Will experience that certain individuals have from their previous organisations be sufficient and eligible for this call or the firm needs to have this experience?</li> <li>2. Can we submit a proposal as a consortium with 2-3 partners?</li> </ol>	<ol style="list-style-type: none"> <li>1. Both individuals and the firm should have experience and a well-established network in the field of impact investing, targeting specifically developing markets.</li> <li>2. Please refer to question ID 10.</li> </ol>

20.	<p><b>“Learning and Improvement: Collect and analyse data on the impact of the initiative, share learnings, and incorporate feedback into future calls for proposals.”</b></p> <p>Are you looking for learning and improvement of CfP management processes, learning and improvement related to grantees / investees, or both?</p>	<p>This part reflects to the ex-ante stage of each CfP, where we expect an analysis from our partner on the effectiveness of the CfP and any lessons learned / proposed improvements for the next CfP.</p>
21.	<p>Given there were already a few calls for proposals, are all templates and processes already developed/refined, or will the service provider be expected to take stock and allowed to suggest improvements, based on the learnings so far? Somehow, there seems to be little emphasis on this for Window 1 (in comparison to Window 2)</p>	<p>The frameworks have been defined but are subject to continuous review based on lessons learned from the call for proposals. Improvements are therefore always welcomes and will be assessed internally.</p>
22.	<p>If yes, on which parts of the process do you expect the biggest opportunities to iterate on what is already in place, and why? a) outreach strategy and documentation, b) application forms and process, c) application reviews, d) ratings and voting system, e) due diligence, f) disbursement/administration, g) post-award TA support, h) learning and knowledge</p>	<p>Please note, that while continuous reflection and improvement is important and also carried out diligently, it is not the sole focus of the tender. We are looking for implementation partners that will implement, review and improve if necessary all stages listed in the provided requirements.</p>
23.	<p>Do we understand correctly that there is already an application management platform, and that the service provider will be expected to become fluent in its usage, rather than proposing a new/separate solution for application management?</p>	<p>Please refer to the response provided to question 2 &amp; 3.</p>

24.	<p>Was there already a service provider in charge of past calls, or was it done in-house by SIFI, explaining the wish to outsource at this stage, as the momentum and volume of applications grow?</p>	<p>Yes, we have successfully worked with two external partners for the windows respectively. In line with SIFI-internal procedures, this public tender intends to test the market and allow for longer-term partnerships. The tender is also open for application from the two external partners we have worked with so far.</p>
25.	<p>The service provider is expected to conduct due diligences on shortlisted applicants. Can you please describe how you envisage the nature of those? Would it mostly consist in a legal/regulatory/document review, or in-depth interviews to do a 360-degree assessment of both the organization and proposed financial solution, or in-person visits to do the same? Could you provide a sense of how many days per venture the service provider should allocate to this activity?</p>	<p>The due diligence is expected to be carried out in different stages, including an initial document review, conduct interviews, further deep-dive review of questionnaires and documents and in some cases, under Window 2, on-site visits. We would like to see a proposal for the amount of days required from the applicant based on the provided scope, as part of their budget. This only applies if the applicant is invited to submit a full proposal.</p>
26.	<p>Could you share the SIFI Risk Framework?</p>	<p>The risk management framework will be shared in the proposal stage.</p>

27	<p>In terms of materials for the Investment Committee, do you expect the service provider to provide extensive due diligence reports, or mostly succinct recommendations along with original application file?</p>	<p>We expect the service provider to provide comprehensive due diligence reports to the Investment Committee (cf. Risk Management Framework). The last phase of the due diligence is to be conducted post IC and prior to investment under window 2.</p>
28.	<p>How much input and participation do you expect from the service provider for/at the Investment Committee? There seems to be very different expectations between the 2 windows in this area.</p>	<p>For both windows we expect a thorough preparation including fact checks, summaries and documentation required to make an investment decision.</p>
29.	<p>Regarding “Non-financial support: Support grantees through visibility, networking, learning, and capacity-building opportunities (approximately 40 hours per grantee)”, would the role of the service provider be to coordinate/orchestrate the provision of existing support (available through pre-identified 3<sup>rd</sup> parties), or would the role be to support the ventures directly with knowledge and capabilities that the service provider would have in-house (relevant to the scope of this award and in line with winners’ needs)? Or is the idea rather to develop/evolve and orchestrate an offering centered around facilitating connections and exposure between the winners, as well as the various stakeholders involved in SIFI?</p>	<p>It would be expected for the applicant to mainly directly support the grantees, however we are open to review alternative proposals.</p>

30.	Regarding “Grant Monitoring services (monitor the performance of grant recipients according to SIFIs Impact Monitoring & Measurement Framework, and ensure the alignment of funded projects with SIFIs objectives)”, are the metrics already set, and is the service provider merely required to collect data through existing templates and systems, or is the service provider required to design, set-up, and implement an impact measurement system? Or is the service provider expected to come in a support role to the SIFI Operational Team in performing Grant Monitoring activities? If the latter, could you clarify the nature of the support needed? Also, if the SIFI Results Framework/metrics are already set, could you kindly share those?	The framework is existent including metrics and historical data. The implementation partner would have to support in gathering the data according to the methodology and support in the reporting as well as checking of milestone documentation.  The results framework will be shared in the proposal stage.
31.	With regards to grant administration/paperwork post-award, is anything expected from the service provider under Window 1 (it seems to be the case for Window 2, but not mentioned for Window 1), either at the time of the award or in terms of “audit”/monitoring of appropriate spent/possibly conditional reimbursement?	We do expect some support with regard to grant administration/paperwork post award from the service provider under Window 1 as well. Monitoring should please be presented as an additional module in the proposal.
32.	Could you provide an indication of the budget at disposal for the assignment for Window 1?	Please see response to question 4.



33.	Is a consortium of players/consultants possible, managed by a single contractual lead? Or does it need to be a sole organization bidding?	Please see response to question 10. There should be one contract lead.
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