



## Association of Ethiopian Micro Finance Institutions (AEMFI)

### Request for Technical proposal and Price quote for an exposure visit

<b>Country:</b>	Ethiopia
<b>Program:</b>	Rural Financial Intermediation Program III
<b>Assignment:</b>	International Study and Exposure Visit Program
<b>Sector:</b>	Consultancy Service_ re-advertized
<b>Grant/Loan No.</b>	2000003210/2000003211
<b>Reference No.</b>	IFAD/RUFIPIII/AEMFI/ICB/CS/05/2020/21

1. The Federal Democratic Republic of Ethiopia has received financing from the International Fund for Agricultural Development (IFAD) for the Rural Financial Intermediation Program III (RUFIP-III) and a portion of the funding will be utilized towards qualified payments on assignments for consultancy services assistance for undertaking different titles of training and training of trainers of MFIs professionals serving in different positions.
2. The broad objective of the International Study and Exposure Visit is to learn lessons from India and/or Vietnam in the operation and management of the provision of Financial Services to the rural and urban poor through MFIs and to have practical experiences with policy-mix measures by the MFIs with the Regulatory support mechanisms by Central/ Apex Banks and digital technologies in service dispensation.
3. The Association of Ethiopian Micro Finance Institutions now invites qualified Training and Academic Institutions (Resource Organizations) or Consulting Firms to submit their technical proposals and quote their prices to the aforementioned consultancy services. Interested Resource Organizations/Consulting Firms must provide information demonstrating that they are qualified to perform the assignment. The facilitator/Training/Research/Consulting Firm shall have the following functional competencies to provide:
  - Experience of offering similar Training/Study/ Exposure Visits and Programs in various countries in Asia;
  - Proven experience in designing and delivering MFIs/Financial Sector Trainings and/Consultancies;
  - Experience providing consulting and advisory services to microfinance or financial institutions and key sector experience including Agriculture, Digital Finance, Corporate Governance and Strategy, Risk Management Financial Inclusion, Leadership Skills etc ; and
  - Ability and having partner institutions in to offer and provide Programs in a multi country and multicultural setting

4. Prospective Resource Organization(s) or Consulting Firm(s) may associate to enhance their qualifications, but should mention whether their association is in the form of either "Joint-Venture" or "Sub-Consultancy". In the case of an association, all members of such 'association' should have real and well-defined inputs to the assignment and the same should be detailed in the technical proposal submitted.
5. Resource Organizations/ Consulting Firms will be selected in accordance with the procedures set out in IFAD Guidelines: [www.ifad.org](http://www.ifad.org) (Project Procurement Handbook). Based on their quality of technical proposals for facilitating the Exposure visit short listed consulting firms will be contacted. The final selection of the organization to perform the assignment shall be based on a Quality-and Cost-Based Selection (QCBS) method through Request for Proposals. Details of the consultancy service is explained on the ToR in which consulting firms will find it on the web site of AEMFI ([www.aemfi-ethiopia.org](http://www.aemfi-ethiopia.org)) or at its head office
6. All pages of the Technical and financial proposals/price quotes should be numbered, dated, signed, stamped and the stamp of the organization should be sealed near the authorized signatory on all pages. The application should be signed by authorized person. Additional sheets to be attached by the applicant should also be numbered and submitted as a package with signed letter. All costs associated with the preparation and submission of those documents shall be covered by the applicant. Bidder firms could attach more evidential documents.
7. Legal documents required from the applicant includes: Certified copy of valid registered VAT, Certified copy of valid Tax Identification Number (TIN); Renewed Trade license for fiscal year, etc.
8. Interested Resource Organizations or Consulting Firms may obtain further information, if required at the address below during working days (Monday to Friday) from 8:30 a.m - 12:30 p.m and 1:30 p.m to 5:30 p.m.
9. Submission of the documents must be in sealed envelopes, clearly marked “Technical proposal and price quote on International Study and Exposure Visit program **for MFIs professionals and partners with AEMFI under RUFIP III (IFAD financing)**” and delivered to the address given below by 5:30 p.m (local time), **10** ( ten ) consecutive days after this advertisement.
10. All documents shall be submitted in English, one original and one copy. Late submission shall be rejected.
11. All documents shall be submitted into the tender box prepared for this purpose or deliver on hand to the office or send via email on or before the delivery date stated above. The address of the association is:

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AEMFI reserves the right to reject all or parts of this advertisement.