

## CALL FOR EXPRESSION OF INTEREST

Ref.: EaSI-BE/2015/01

### Identification and selection of EaSI Technical Assistance Beneficiaries 2015

#### 1 GENERAL

The European Investment Bank (EIB) is launching its first Call for Expression of Interest (Call for EoI) to identify and select up to thirty (30) European microcredit providers (Beneficiaries) that will benefit from EaSI Technical Assistance services. These services, previously covered under the JASMINE initiative, are integrated under *fi-compass* which is a platform for advisory services on financial instruments under the European Structural and Investment Funds (ESIF) and microfinance under the EU programme for Employment and Social Innovation (EaSI). *fi-compass* is implemented by the EIB and funded by the EC.

All applications for such technical assistance submitted to the EIB shall conform to this Call for EoI.

Interested microcredit providers should express their interest by completing and submitting an Expression of Interest as per the template (Annex 1) included in the Call for EoI. You will need to fill in, sign and return to the EIB all the documents listed in Annex 1. More detail is provided in Sections 7 and 8 of this Call for EoI.

**Closure date for receiving Applications for this Call for EoI: 31 May 2015**

**Applicants are selected on a “first come, first served” basis. This means all applications received at any time on or before the deadline of submission will be as soon as possible evaluated against the pre-qualification criteria set out below. Applications are therefore only valid if compliant with the formal requirements, fulfilling all exclusion and eligibility criteria and, last but not least, scoring a grade equal or above 50% of the maximum points as defined in the selection criteria. The first 30 valid applications (i.e. meeting these requirements) will be selected<sup>1</sup> to benefit from the EIB’s technical assistance services.<sup>2</sup>**

<sup>1</sup> After approval from the European Commission, thereby authorising the EIB to proceed with the selected microcredit providers.

<sup>2</sup> Applications received within the deadline for submission and meeting the requirements for pre-qualification but do not fall within the batch of thirty (30) beneficiaries will be retained on a reserve list. Should this Call for Expression of Interest be reopened within six (6) months after the deadline for submission under the same terms and conditions, these applications will then be considered in their order of receipt provided they still meet the requirements. The decision to reopen the Call for Expression of Interest is at the sole discretion of the EIB and subject to the availability of funds.

The timetable for this Call for EoI, which may be subject to change, is:

Activity	Timing
Issue of Call for Expression of Interest	6 March 2015
Deadline for request for any clarifications or additional information	11 May 2015
Deadline for submission of the Expression of Interest	31 May 2015

All applicants will be as soon as possible after evaluation of their application informed about their selection/non-selection.

NB: This Call for Expression of interest does not represent a public procurement procedure in the sense of Directive 2004/18/EC.

## 2 DEFINITIONS AND INTERPRETATION

In this Call for Expression of Interest, capitalised terms and expressions shall have the meaning attributed to them below or as elsewhere defined in this document and its Annexes, unless the context requires otherwise.

Applicant	means a Microcredit Provider applying to the Call for Expression of Interest EaSI-BE/2015/01.
Call for EoI	means Call for Expression of Interest.
Deadline	means 31 May 2015.
EaSI	means EU Programme for Employment and Social Innovation
Beneficiary(ies) of EaSI Technical Assistance	means Applicant(s) selected by EIB to receive Technical Assistance in the framework of EaSI microfinance.
Eligibility Criteria	means the minimum criteria with which the Expression of Interest and the Applicants must comply and which are listed in Annex 2 hereof.
Exclusion Criteria	means the exclusion list as detailed in Annex 1, appendix 3 hereof.
Expression of Interest	means an application to this Call for Expression of Interest submitted to EIB within the deadline, conforming to the provisions of Annex 1 to this Call for Expression of Interest.
Greenfield MFIs	means any MFI with less than two years of existence.
JASMINE	means "Joint Action to Support Microfinance Institutions in Europe".
Licensed Banks	means financial intermediaries having a bank license and disbursing microcredit.
Microcredit	means any loan below EUR 25,000 disbursed to support primarily income generating activities to a population having no or limited access to mainstream financial services, in particular to loan services.
Microcredit Provider	means an institutional provider of microcredit. In the framework of the Call for Expression of Interest, microcredit providers are: - greenfield MFIs; - mature MFIs; - licensed Banks.
MFI(s), Microfinance Institutions	means any non-bank financial institution disbursing microcredit.
Pre-qualification Criteria	means the Exclusion, the Eligibility, and the Selection Criteria altogether.

Selection Criteria	means the criteria used by EIB to select Beneficiaries and which are listed in Annex 2 hereof.
Service Provider	means the services providers appointed by the EIB who will carry out the technical assistance services outlined under Section 6 of the present Call for Expression of Interest.
Technical Assistance	means Technical Assistance provided in the framework of the EaSI Technical Assistance under <i>fi-compass</i> . Technical Assistance support takes the form described in Section 6 below.

### 3 INTRODUCTION

On 13 November 2007, the European Commission adopted a communication (COM (2007) 708) entitled “A European Initiative for the development of micro-credit in support of growth and employment”<sup>3</sup> aimed at developing the market for microcredit in the EU. The communication identified four priority areas for action:

- (1) Improving the legal and institutional environment in the Member States;
- (2) Further changing the climate in favour of entrepreneurship;
- (3) Promoting the spread of best practices, including training;
- (4) Providing additional financial capital for microcredit institutions.

The communication emphasises the central role played by microcredit providers for the promotion of financial inclusion and employment. The communication also stresses that adequate technical support is necessary to help these operators release their potential. In this context, the European Commission (EC), the European Investment Bank (EIB), and the European Investment Fund (EIF) addressed the priority areas by launching a Joint Action to Support Microfinance Institutions in Europe (JASMINE) in September 2008, aimed at helping selected microcredit providers to improve the quality of their operations through the provision of non-financial services, in the form of technical assistance (TA). Over the period 2008-2013, the JASMINE initiative managed by EIF, channelled various forms of technical assistance to EU microcredit providers.

Given the positive impact of JASMINE on the European microcredit sector, JASMINE-type activities have been prolonged in the framework of the 2014-2020 programming period. To ensure coherent continuation of these activities to microcredit providers, the initiative is integrated under *fi-compass*, which is a platform for advisory services on financial instruments under the European Structural and Investment Funds (ESIF) and microfinance under the EU programme for Employment and Social Innovation (EaSI). *fi-compass* is implemented by the EIB and funded by the EC. Under *fi-compass*, the JASMINE activities of 2008-2013 will be continued to support European microcredit providers under a dedicated work stream named “EaSI Technical Assistance” that also reflects the work stream’s complementarity with the implementation of the microfinance instrument under the EU Programme.

The technical assistance to be provided under EaSI Technical Assistance is also established to facilitate future access to funding from existing and forthcoming EU programmes even though being selected to receive technical assistance under EaSI does not give any right to access to funding. Applicants to the following Call for EoI, irrespective of their selection, may also present funding demands to EIF.

The purpose of the the Call for EoI is to select up to 30 eligible European microcredit providers (“Beneficiaries”) which will benefit from technical assistance starting in 2015, in the form presented in Section 6 of the present Call for EoI.

---

<sup>3</sup> Communication from the Commission to the Council, the European Parliament, the European Economic and Social Committee and the Committee of the Regions: A European Initiative for the development of micro-credit in support of growth and employment - COM (2007) 708 final.

#### **4 TO WHAT TYPE OF MICROCREDIT PROVIDERS IS THE INITIATIVE TAILORED?**

EaSI Technical Assistance primarily targets the following type of microcredit providers:

- (i) Greenfield MFIs with less than two years of existence willing to improve their internal processes through an assessment of their institution and tailored trainings to the staff and management;
- (ii) Non-bank microcredit providers with at least two years of existence willing to increase the quality of their operations through an institutional assessment or a microfinance institutional rating and tailored consulting services to the staff and the management team; and
- (iii) Licensed banks offering microcredit products that were never rated by specialised microfinance rating agencies and willing to receive an independent opinion on their microcredit operations as well as tailored coaching to increase the staff knowledge in microfinance.

#### **5 WHY AN INITIATIVE IN THAT FIELD**

The provision of technical assistance in the framework of the EaSI Technical Assistance is an important component of the development of the microfinance sector in the European Union. EaSI Technical Assistance aims at developing the European microfinance market through the provision of non-financial support to European microcredit providers.

#### **6 DESCRIPTION OF THE TECHNICAL ASSISTANCE SERVICES**

The selected Microcredit Providers are entitled to receive a set of Technical Assistance services free of charge. The Technical Assistance is designed to help European Microcredit Providers aligning to common standards and possibly facilitate access to funding at a later stage.

The technical assistance provided to the selected Microcredit Providers, subject to contract, in the framework of EaSI Technical Assistance consists of the following:

##### **6.1 An Institutional Assessment (“Assessment”) or Microfinance Institutional Rating (“Rating”) by an independent specialised service provider and provision of an assessment or rating report**

Applicants have to be aware that the success of the assessment phase depends on the capacity and the willingness of the Microcredit Providers to disclose (in a timely fashion) all necessary data to the specialised service provider. The assessment or rating exercise is supplied to the Beneficiaries following a multiple steps’ process, to be scheduled across the year 2015 between the Beneficiary and the Service Provider:

- a. Submission of all relevant data of the organisation’s social and financial performance, at the request of the Service Provider;
- b. It is foreseen to have three days to one week due diligence visit by the Service Provider’s analysts;
- c. Preparation, discussion and provision of an assessment or rating report to the Beneficiary and presentation of the main findings to the Microcredit Provider.

Beneficiaries shall agree with the Service Provider whether the services provided to such Beneficiary will be an Assessment or Rating. These two services answer different needs of the Microcredit Provider, also depending on its development stage. The recommendations of both the assessment and the rating exercise are synthesised into a report drafted by the Service Provider’s analysts, transmitted to the Beneficiary for comments and then made available to the staff and management of the Beneficiary. The weaknesses and areas of improvement identified at Beneficiary level during the preparation of an assessment or rating exercise will serve as inputs for the needs analysis and design of training (see Section 6.2). The main features of the two services provided by the Service Provider are summarized below.

- Institutional Assessment

Assessments particularly targets younger and emerging institutions that wish to clearly identify their strengths and weaknesses, single out areas for improvement, in order to improve their institutional strength and to strengthen their social impact, and to prioritize and channel relevant technical assistance in the form of tailored trainings. An Assessment is a detailed analysis of the institution's internal policies and procedures and comparison with internationally recognised best practices in microfinance. The focus is on the organisational and qualitative aspects of a Microcredit Provider. The specific aim is to assess the level of development of the Microcredit Provider and to identify the main internal weaknesses and external threats jointly with the existing opportunities for the institution. The output of this analysis serves as an operational tool which aims at helping the executive management and the governance organs of the institution to strengthen its operational capacity and to improve its internal policies and procedures. The conclusions of each assessment exercise will be summarised in an Assessment Report that will be delivered by the Service Provider to the Beneficiary.

- Microfinance Institutional Rating

Ratings are tailored for mature Microcredit Providers that wish to obtain new financing, to have a comprehensive assessment of their risk profile and social impact and to enhance their international visibility. A rating exercise is a detailed and complete assessment of the financial and operational performance and of the most relevant risk areas of the Beneficiary, according to recognised international standards. A final rating grade and an appraisal of the institution's ability to absorb new funds will be evidenced through a rating report. Microfinance rating is an effective tool for any Microcredit Provider to access new sources of funds and to improve its operational and risk management performances. The conclusions of each rating exercise will be summarised in a Rating Report that will be delivered by the Service Provider to the Beneficiary, and is communicated as a referential product to investors.

## **6.2 Tailored trainings to the Beneficiaries' staff and management to be provided by technical assistance experts in line with the main findings of the Assessment or Rating Report**

The trainings will be provided by the technical assistance experts of the Service Provider. The training / consulting features in the framework of EaSI Technical Assistance are the following:

- a. The Service Provider will provide up to 14 days of on-site training / consulting to the staff and the management of the selected Microcredit Provider;
- b. A training proposal is signed between the Service Provider and the Beneficiary and defines the content of the training / consulting;
- c. Training / consulting targets weaknesses identified during the assessment or rating exercise and focuses on the following topics<sup>4</sup>: Good Governance, Management Information Systems, Strategic Planning, Risk Management, implementation of the European Code of Good Conduct for Microcredit Provision; and Legal training.

**IMPORTANT**: Due to the sequential nature of the technical assistance services to be provided under EaSI Technical Assistance, trainings are to be provided after the assessment or rating exercise.

---

<sup>4</sup> Training topics to be confirmed.

## 7 HOW TO APPLY

### 7.1 Content of the Application

Microcredit Providers interested in applying to this Call for EoI shall submit an Expression of Interest to EIB on or before the deadline to be considered as a possible Beneficiary of EaSI Technical Assistance.

The template of the Expression of Interest to be submitted duly filled in and signed is attached hereto as Annex 1 and is composed of four appendixes. In order to be valid and assessed by the EIB, the Expression of Interest has to include:

1. Information about the Applicant (template available under appendix 1 to the Expression of Interest);
2. Declaration of absence of conflict of interest (template available under Appendix 2 to the Expression of Interest);
3. Statement regarding situations of exclusion (template available under Appendix 3 to the Expression of Interest); and,
4. Requested supporting documents (listed under Appendix 4 to the Expression of Interest).

### 7.2 Language of the Application

The Expression of Interest, including related documents, shall be prepared in English. Applications in other languages will not be accepted.

### 7.3 Submitting the Application

All mandatory documents as set out in Section 7.1 have to be sent to EIB as scanned copy by email on or before **the deadline stated in Section 1, followed by the original in hardcopy by mail or courier**, as further detailed below.

After the submission of the application, EIB sends out an acknowledgement of receipt to the relevant Applicants via e-mail. The acknowledgement of receipt is not to be considered confirmation of completeness of the Expression of Interest and the documents submitted therewith, nor any kind of assessment to this effect.

**The Application shall be submitted on or before the Deadline:**

- (i) **as a scanned copy by e-mail, followed**
- (ii) **by the original in hardcopy by registered mail or professional courier service.**

The Deadline applies (i) in case of e-mails to the date of receipt by EIB and (ii) in case of registered mail or professional courier service to the date of dispatch indicated on the post office stamp or a dispatch receipt.

If you wish to participate in this Call for EoI, please forward your Expression of Interest, prepared in accordance with the instructions in this document to the following addresses:

- **E-mail Address**

Subject: EaSI-BE/2015/01 - Identification and selection of EaSI Technical Assistance Beneficiaries 2015  
Attention: fi-compass team  
[EaSI\\_fi-compass@eib.org](mailto:EaSI_fi-compass@eib.org)

- **Postal Address**

European Investment Bank (EIB)  
Attention: fi-compass team  
100, Boulevard Konrad Adenauer  
L-2950 Luxembourg  
LUXEMBOURG

The Expression of Interest shall be enclosed in two sealed envelopes, the outer envelope bearing instructions not to open the inner envelope, which should be marked:

**DO NOT OPEN**

**Ref.: EaSI-BE/2015/01**

**Subject: Identification and selection of EaSI Technical Assistance Beneficiaries 2015**

**Deadline for receipt of expression of interest: 31 May 2015**

#### **7.4 Requests for Additional Information**

Applicants may request clarifications on the Call for EoI or the nature of the Technical Assistance not later than 20 calendar days before the deadline but are recommended to do so well in advance. Such requests must indicate the Call for EoI reference number and the name of the Applicant and shall be submitted in English via e-mail to:

European Investment Bank  
[EaSI\\_fi-compass@eib.org](mailto:EaSI_fi-compass@eib.org)

Answers to all questions will be provided to the Applicant not later than 10 calendar days after their submission, on the Applicant's e-mail address used to submit the questions. Please note that the EIB responses to any queries or clarification requests may be circulated to all applicants at the EIB's discretion.

EIB will not contact any Applicant prior to the selection decision, unless it considers it necessary to clarify issues of a mere technical nature. However, should EIB come across any errors, inaccuracies, omissions or any type of clerical defect in the text of the Call for EoI before the Deadline, EIB will correct the text and inform the Applicant accordingly.

#### **8 SELECTION PROCEDURE**

Further to Section 1, the EIB will reject incomplete or unsigned Applications, as well as those Applications not complying with the Eligibility Criteria. Applicants whose Application is rejected because of non-compliance with any of the elements reflected in the statement regarding situations of exclusion (Annex 1, Appendix 3) may not present themselves for consideration in subsequent Calls for Expression of Interest unless it is specifically evidenced that the reason for exclusion no longer exists.

Applicants which are not excluded in accordance with the Exclusion Criteria will be assessed on the basis of the Eligibility and Selection Criteria. Detailed Eligibility and Selection Criteria are presented in Annex 2 thereof. Applicants that meet the Eligibility Criteria will be further assessed on the basis of the Selection Criteria as further detailed in Annex 2. Applicants will be selected on a "first come, first served" basis provided that selections conditions are met. In addition, the Commission shall approve the selected applicants within a period of ten (10) calendar days, thereby authorising the EIB to proceed with the selected microcredit providers. In the absence of any written reply from the Commission before the end of this period, the approval shall be deemed to be granted.

The EIB reserves the right to verify the correctness of the information received. The EIB may, on its own initiative, inform applicants of any error, inaccuracy, omission or any other error in their

application. If clarification is required or if obvious clerical errors in the application need to be corrected, the EIB may request the applicant to provide clarifications and/or additional information provided the terms of the Expression of Interest are not modified as a result. In addition, EIB may request missing documents of administrative nature requested in this Call for EoI.

Selection of Microcredit Providers for the Technical Assistance will be made at the sole discretion of the EIB following appropriate assessment. Applicants should by no means consider that simple submission of a complete application will give rise to any claims, or other rights, or legitimate expectations to be ultimately selected for Technical Assistance under this Call for EoI. EIB can cancel the Call for EoI without notice at any stage of the procedure. Applicants should only participate in the selection procedure on the understanding that they would not be entitled to any form compensation, should the EIB decide to interrupt or cancel the Call for EoI.

Participation in the Call for EoI shall be taken as acceptance of all the terms and conditions mentioned in the Call for EoI and the conditions of the specifications.

The selection shall be deemed complete upon written confirmation by the EIB to the Applicant.

Applicants in the framework of the present Call for EoI no. EaSI-BE/2015/01 will be informed accordingly of the outcome of their applications. Upon request, Applicants not selected may ask for further information to EIB on the reasons for their non-selection.

## **ANNEXES**

- Annex 1.       Template for Expression of Interest**
- Annex 2.       Eligibility and Selection Criteria**



# ANNEX 1

## TEMPLATE FOR EXPRESSION OF INTEREST

### EXPRESSION OF INTEREST

**Call for Expression of Interest no.:** EaSI-BE/2015/01

**Deadline for the submission of the Expression of interest:** 31 May 2015

**Expression of Interest for:** EaSI Technical Assistance

**Applicant submitting the Expression of Interest:** \_\_\_\_\_,  
(company name,  
registration number)

Dear Sir or Madam,

The undersigned:

.....  
 acting in his/her own name (if the economic operator is a natural person or in case of own declaration of a director or person with powers of representation, decision-making or control over the economic operator)

or

acting as a representative (if the economic operator is a legal person)

official name in full (only for legal persons):

.....  
official legal form (only for legal persons):

.....  
official address in full:

.....  
VAT registration number:

.....  
declares that he/she or the company or organisation that he/she represents:

- a) is submitting this Application in response to the Call for Expression of Interest no. EaSI-BE/2015/01 in the framework of EaSI Technical Assistance implemented by the EIB under the *fi-compass* advisory platform and financed by the European Commission;
- b) all information contained in this Application and its Appendices is complete and correct in all its elements;
- c) is not in one of the situations which would exclude it from taking part in this Call for Expression of Interest listed out in Appendix 3 to this Expression of Interest. The undersigned shall, upon request, provide all evidence to that extent.
- d) if selected to receive Technical Assistance, to commit to comply with all requirements set by the EIB or its appointed Service Providers necessary for the successful completion of the Technical Assistance.

Yours sincerely,

**Signature(s):**

**Stamp of the Applicant (if applicable):**

Name and position in capital letters:

Applicant's name:

Place:

Date (day/month/year):

## **Appendices**

**Appendix 1 Information about the Applicant**

**Appendix 2 Declaration of Absence of Conflicts of Interest**

**Appendix 3 Statement regarding Situations of Exclusion**

**Appendix 4 List of documents to be attached for evaluation**

**INFORMATION ABOUT THE APPLICANT**

**1.1 Applicant identification**

Information required	
<b>Name of the Applicant</b>	
<b>Contact Details</b>	Address (registered office):  Telephone: Fax: E-mail:
<b>Legal Form</b>	
<b>Commercial register, etc. - Registration details</b>	Denomination of register: Date of registration: Country of registration: Registration number:
<b>VAT</b>	Registration number:

**1.2 Person authorised to submit the Expression of Interest**

Information required	
<b>Title</b>	Mr/Ms/Dr/other (delete or complete as appropriate)
<b>Name</b>	Surname: First name:
<b>Position</b>	
<b>Contact Details</b>	Address:  Telephone: Fax: E-mail:

**1.3 Person for communications (if different from paragraph 1.2)**

Information required	
<b>Title</b>	Mr/Ms/Dr/other (delete or complete as appropriate)
<b>Name</b>	Surname: First name:
<b>Position</b>	
<b>Contact Details</b>	Address:  Telephone: Fax: E-mail:

**DECLARATION OF ABSENCE OF CONFLICTS OF INTEREST**

The undersigned declares that neither (i) the Applicant nor (ii) he/she/they personally as authorised representative(s) of the Applicant have a direct or indirect interest of such a nature and scale that may affect the technical assistance received by the Applicant. The undersigned commits to immediately declare any potential conflict of interest that may arise during the provision of the technical assistance as referred to in the Call for Expression of Interest no EaSI-BE/2015/01.

The undersigned is/are aware that a conflict of interest could arise in particular as a result of economic interests, political or national affinities, family or emotional ties, or any other relevant connection or shared interest.

The Applicant will inform EIB, without delay, of any situation constituting a conflict of interest or which could give rise to a conflict of interest.

Furthermore, the Applicant and the undersigned in his/her/their capacity as duly authorised representative(s) of the Applicant confirm to have read the EIB Anti-Fraud Policy, available on the website of EIB ([www.eib.org](http://www.eib.org)), and declare not to have made nor to make any offer of any type whatsoever from which an advantage can be derived under the Technical Assistance and not to have granted nor to grant, not to have sought nor to seek, not to have attempted nor to attempt to obtain, and not to have accepted nor to accept, any advantage, financial or in kind, to or from any party whatsoever, constituting an illegal practice or involving corruption, either directly or indirectly, as an incentive or reward relating to Technical Assistance.

Yours sincerely,

**Signature:**

**Stamp of the Applicant (if applicable):**

Name and position in capital letters:

Applicant's name:

Place:

Date (day/month/year):

**STATEMENT REGARDING SITUATIONS OF EXCLUSION**

The undersigned:

.....  
 acting in his/her own name (if the economic operator is a natural person or in case of own declaration of a director or person with powers of representation, decision-making or control over the economic operator)

or

acting as a representative (if the economic operator is a legal person)  
official name in full (only for legal persons):

.....  
official legal form (only for legal persons):

.....  
official address in full:

.....  
VAT registration number:

.....  
declares that he/she or the company or organisation that he/she represents:

- i) has never been the subject of a conviction by final judgment for one or more reasons listed below:
  - participation in a criminal organisation, as defined in Article 2 (1) of the Council Joint Action of 21 December 1998 adopted by the Council on the basis of Article K.3 of the Treaty on European Union, on making it a criminal offence to participate in a criminal organisation in the Member States of the European Union (98/733/JHA);
  - corruption, as defined in Article 3 of the Council Act of 26 May 1997 and in Article 3 (1) of the Council Joint Action 98/742/JHA;
  - fraud within the meaning of Article 1 of the Convention drawn up on the basis of Article K.3 of the Treaty on European Union, on the protection of the European Communities' financial interests;
  - money laundering as defined in the Directives 2005/60/EC<sup>5</sup> of 26 October 2005 and 2006/70/EC<sup>6</sup> of 1 August 2006, and Directive 2001/97/EC of 4 December 2001<sup>7</sup>;
- ii) has not performed any act which may be qualified as prohibited practices in the meaning of the terms of the EIB Anti-Fraud Policy;
- iii) is not bankrupt or being wound up, has not its affairs being administered by the court, has not entered into an arrangement with creditors, has not suspended business activities or is not in any analogous situation arising from a similar procedure under national laws and regulations;
- iv) is not the subject of proceedings for a declaration for bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;
- v) has not been convicted by as a consequence of a judgment which has the force of res iudicata, in accordance with the legal provisions of the country of any offence concerning its professional conduct;
- vi) has not been guilty of grave professional misconduct;

---

<sup>5</sup> Directive 2005/60/EC of the European Parliament and of the Council of 26 October 2005 on the prevention of the use of the financial system for the purpose of money laundering and terrorist financing

<sup>6</sup> Commission Directive 2006/70/EC of 1 August 2006 laying down implementing measures for Directive 2005/60/EC of the European Parliament and of the Council as regards the definition of 'politically exposed person' and the technical criteria for simplified customer due diligence procedures and for exemption on grounds of a financial activity conducted on an occasional or very limited basis

<sup>7</sup> Directive 2001/97/EC of the European Parliament and of the Council of 4 December 2001 amending Council Directive 91/308/EEC on prevention of the use of the financial system for the purpose of money laundering

- vii) has fulfilled obligations relating to the payment of social security contributions and the payment of taxes in accordance with the legal provisions of the country in which it is established and in the countries where it operates, as applicable;
- viii) will respect the principles of gender equality and non-discrimination;
- ix) will respect the framework of sustainable development and the Community promotion of the goal of protecting and improving the environment as set out in Article 6 of the Treaty;
- x) has not been found guilty to have provided serious misrepresentation in supplying the information required by the EIB as a condition of participation in Call for Expression of Interest.

The Applicant and the undersigned in his/her/their capacity as duly authorised representative of the Applicant commit to provide all documentary evidence to the above, upon request by the EIB.

**Signature:**

**Stamp of the Applicant (if applicable):**

Name and position in capital letters:

Applicant's name:

Place:

Date (day/month/year):

**CHECK-LIST OF DOCUMENTS TO BE ATTACHED FOR EVALUATION**

<b>Base documents to be attached to the Expression of Interest</b>	
a. Information about the Applicant (as per template provided in Appendix 1) and a description of the Applicant (date of incorporation, geographical scope, ownership etc.).	
b. Official registration of the Applicant evidencing the statute under which it operates (e.g. non-governmental organisation, foundation, non-bank financial institution, licensed bank)	
c. As the case may be, evidence of a previous participation to an EU-funded microfinance programme (e.g. but not limited to Progress Microfinance, European Parliament Preparatory Action, JEREMIE, European Social Fund), or other national/ regional/ local funding initiatives.	
d. Depending on the type of microcredit provider, evidence of the Applicant subscription to or endorsement of the European Code of Good Conduct for Microcredit Provision promoted by the European Commission. See Annex 2, Eligibility Criterion 1.3,	
e. Expression of Interest duly signed.	
f. Declaration of absence of conflicts of interest as per template provided in Appendix 2, duly signed.	
g. Statement regarding situations of exclusion as per template provided in Appendix 3, duly signed.	
<b>Documents to be attached in case the Applicant is a Non-Bank Financial Institution</b>	<b>Documents to be attached in case the Applicant is a Licensed Bank</b>
<b>h1.</b> A description of all microfinance products offered to final clients (i.e. amount, interest rate, economic sector addressed).	<b>h2.</b> A description of the microcredit products showing that they exclusively target income generating activities (i.e. working capital and/or investments); and cover at least two different economic sectors (e.g. agriculture and trade)
<b>i1.</b> Details of the overall microcredit portfolio over the last three calendar years, including all data requested for evaluation of the eligibility and selection criteria.	<b>i2.</b> A description of the Applicant's microfinance program, including (i) the type of target borrowers, (ii) expected volumes and evolutions for the next 3-5 years.
<b>j1.</b> In case the Applicant is a Greenfield MFI, a business plan for the next three years showing the Applicant's strategy to grow, to optimize its social impact on the market it serves and to face potential competition.	<b>j2.</b> Details on the microcredit portfolio over the last three calendar years, including all data requested for evaluation of the eligibility and selection criteria.
	<b>k2.</b> A sworn statement that the Applicant was never rated by specialised microfinance rating agencies.
	<b>l2.</b> Credit scoring methodology (if applicable)



**ELIGIBILITY AND SELECTION CRITERIA**

**IMPORTANT:** EIB reserves its right to verify the accuracy of the information provided by the Applicant under this Call for Expression of Interest by means of due diligence, if required by the evaluation panel within EIB.

**ELIGIBILITY CRITERIA**

The Expressions of Interest received shall be assessed for eligibility on the basis set out below.

1.	ELIGIBILITY CRITERIA	System of appraisal (for EIB use only)
		Yes/No
1.1	The Applicant is a Microcredit Provider.	
1.2	<p>The Applicant is based in the European Union (EU) and active in an EU member state.</p> <p>In addition to the EU Member States, microcredit providers based in the following countries could be eligible to receive technical assistance under EaSI Technical Assistance:</p> <p>(a) The EFTA and EEA member countries, in accordance, if applicable, with EEA Agreement.</p> <p>(b) EU candidate and potential candidate countries, in accordance with the general principles and the general terms and conditions laid down in the framework agreements, if applicable, concluded with them on their participation in Union programmes.</p>	
1.3	<p>The Applicant has signed up to or endorsed the European Code of Good Conduct for Microcredit Provision:</p> <p>(a) If the Applicant is a non-bank microcredit provider, it has signed-up to the Code.</p> <p>(b) If the Applicant is a licensed bank, it has endorsed the Code.</p>	
1.4	The Applicant and its senior management are not in any situation of exclusion (as per template provided in Appendix 3 to the Expression of Interest).	
1.5	The Applicant has declared any potential situation of conflicts of interest (as per template provided in Appendix 2 to the Expression of Interest).	
1.6	The Expression of Interest is prepared in accordance with Annex 1 to the Call for Expression of Interest. All necessary supporting documents are provided.	
1.7	The Expression of Interest and the relevant appendices (Appendix 2 and 3) are duly signed.	
1.8	The Expression of Interest is complete and submitted in English.	
1.9	The Expression of Interest is submitted both by registered mail and e-mail.	
1.10	The Expression of Interest is submitted within the Deadline.	

The information provided by the candidates must be precise, complete and sorted so that EIB is able to clearly and appropriately verify the ELIGIBILITY CRITERIA from 1.1 to 1.10 above

Unclear Information could lead to rejection of the candidate.

### SELECTION CRITERIA

The Expressions for Interest, provided *all* eligibility criteria are met, will be further assessed for selection on the basis set out below. A maximum of 90 points can be earned per type of microcredit provider.

2.	SELECTION CRITERIA	Evaluation (max score) For EIB use only
2.1	<p>The Applicant has had on average of more than 200 active microcredit clients in total over the last three calendar years (this criterion does not apply to Greenfield MFIs (see criterion 2.7 a)).</p> <p>Scores will be allocated as set out below:</p>	10
	<p><i>Less than 200 active microcredit clients – 0 points</i></p> <p><i>200 to 300 active microcredit clients – 5 points</i></p> <p><i>More than 300 active microcredit clients – 10 points</i></p>	
2.2	<p>The Applicant can evidence previous participation to an EU-funded microfinance programme (e.g. but not limited to Progress Microfinance, European Parliament Preparatory Action, European Social Fund); or other national/ regional/ local funding initiatives.</p>	20
2.3	<p>Social outreach: the Applicant has an average loan amount per active client / GNI (Gross National Income) per capita ratio below 150%.</p> <p>Scores will be allocated as set out below:</p>	10
	<p><i>Above 175% - 0 points</i></p> <p><i>Between 150% and 175% - 5 points</i></p> <p><i>Below 150% - 10 points</i></p>	
2.4	<p>Does the Applicant provide Business Development Services (BDS) to its clients at all? If yes, describe how are BDS provided: for free or against fees? Internal BDS providers or consultants? Pre or post microloan BDS?</p>	15
2.5	<p>Self-assessment of the Applicant's internal lending policy, risk management procedures and portfolio monitoring infrastructure, as well as governance structures (2 pages maximum).</p>	15
<p><b>Selection Criteria applicable in case the Applicant is a Non-Bank Financial Institution</b></p>		<p><b>Selection Criteria applicable in case the Applicant is a Licensed Bank</b></p>
<p><b>2.6 (a)</b> The Applicant dedicates more than 50% of its loan portfolio to microcredit (i.e. less than EUR 25,000).</p>		<p><b>2.6 (b)</b> The microcredit portfolio shows at least two years of operation in the field of microfinance.</p>

<b>20</b>	<b>10</b>
Scores will be allocated as set out below:	Scores will be allocated as set out below:
<i>Below 25% - 0 points</i> <i>Between 25% and 50% - 10 points</i> <i>Above 50% - 20 points</i>	<i>Less than 1 years – 0 points</i> <i>Between 1 and 2 years – 5 points</i> <i>More than 2 years – 10 points</i>
<b>2.7 (a)</b> In case the Applicant is a Greenfield MFI, the business plan shows a strategy to grow, to optimize social impact and to face competition on the local market over the next three years.  <p style="text-align: center;"><b>10</b></p>	<b>2.7 (b)</b> The microcredit products made available to clients are exclusively targeting income generating activities (i.e. working capital and/or investments) and cover at least two different economic sectors (e.g. agriculture and trade).  <p style="text-align: center;"><b>10</b></p>

**The information provided by the candidates must be precise, complete and sorted so that EIB is able to clearly and appropriately verify the SELECTION CRITERIA from 2.1 to 2.7 above**

**Unclear Information could lead to the rejection of the Application.**