



EXPRESSION OF INTEREST (EOI)

CALL FOR APPLICATIONS FOR BUSINESS DEVELOPMENT SERVICES SUPPORT

BACKGROUND:

The purpose of the Iraq Governance Performance and Accountability (IGPA/Takamul) project is to advance effective, accountable, and transparent governance in Iraq. This USAID effort, implemented by DAI, will work with the Government of Iraq (GOI) at all levels to better respond to citizen needs by supporting reform initiatives and Iraqi change agents on inclusive governance and public-sector transparency, accountability, and economy. “Reform initiatives” includes support to improve service delivery functions, public financial management, and open government initiatives. IGPA/Takamul will support the GOI and the citizens of Iraq in forming partnerships and collaborative efforts to solve problems jointly. IGPA/Takamul has four objectives:

1. Enhance GOI service delivery capacity
2. Improve public financial management
3. Strengthen monitoring and oversight of service delivery and public expenditure
4. Support Iraqi change agents (cross-cutting objective)

As part of this work, IGPA/Takamul facilitates private investment in small and medium enterprises (SME) in Ninewa Governorate through its Ninewa Investment Facilitation and Business Development initiative. This initiative focuses on the following tasks:

1. Establishing SME Business Development Centers (BDC)
2. Providing business development services (BDS)
3. Conducting the Ninewa Investment Forum (NIF)

In Iraq, and specifically in Ninewa Governorate, there are numerous companies that might represent good investment opportunities in agriculture, retail, construction, tourism, or other sectors. There are also others that are well-positioned in this market yet need to address specific capacity gaps before becoming investment-ready.

IGPA/Takamul is working to promote private sector development and investment in Ninewa to create jobs and support the sustained return of internally displaced persons (IDP). These activities aim to build the foundation for self-reliant communities by providing tailored BDS for selected SMEs and culminates with agreements at the NIF. After the NIF, IGPA/Takamul will continue to provide BDS and investor matchmaking services.

PURPOSE OF THIS EOI:

The purpose of this EOI is to invite SMEs registered in Ninewa Governorate to apply and benefit from IGPA/Takamul technical assistance. The services that IGPA/Takamul may provide include the following topical areas:

1. Business planning
2. Feasibility studies
3. Market research
4. Internal policies, procedures and processes

5. Corporate governance
6. Financial reporting
7. Access to different sources of finance including equity investment, loans, and grants.
8. Others based on the need and actual business case.

This document presents the requirements and documents that interested applicants need to provide in their applications to be considered for technical assistance.

Vendors must be licensed and legally registered businesses, organizations, or firms. Individuals will not be considered for this EOI. In addition, the following cases or examples will be considered for support:

1. Existing businesses registered and based in Ninewa Governorate (sectors include agriculture, industry, food processing, services, etc.).
2. Businesses which operated in Ninewa Governorate prior to 2014 but were damaged or otherwise lost business in recent years.
3. Startups and entrepreneurs with innovative ideas to serve Ninewa Governorate.
4. Business-women or businesses employing and building the capacity of women in Ninewa Governorate are particularly encouraged to apply.

RESPONSE SUBMISSION DEADLINE AND COMMUNICATION PROTOCOL

Responses to the EOI will be reviewed on a rolling basis, but the final deadline for responding to this EOI is October 31, 2019 at 4:00PM Baghdad time. Responses received after the deadline will not be reviewed and will be discarded by DAI, subject to the discretion of the project's management. Responses may be emailed to procurementIGPA@dai.com or delivered in a sealed envelope to project address:

**Procurement Department,
Iraq Governance and Performance Accountability (IGPA) Project,
Karrada Street, Al-Jadria, Babylon Rotana Hotel, Baghdad, Iraq**

-OR-

**Procurement Department,
Iraq Governance and Performance Accountability (IGPA) Project,
Italian Village 1, Villa 69, Erbil, Iraq**

Please address the subject of the email, or on the sealed envelope "Expression of Interest – IGPA/Takamul TECHNICAL ASSISTANCE"

IGPA/Takamul will only respond to written questions regarding this EOI through the email address: IGPAProcurementINBOX@dai.com and any questions must be submitted by October 13, 2019.

All information provided by the applicant in response to this EOI will be treated confidentially. DAI will not use the information in any other context or setting and we will not reveal details to other parties.

DOCUMENTATION TO INCLUDE

- Corporate Profile as per the attached in Annex 1

- Corporate / Business Registration Certificate
- Business Concept Note as per the attached template in Annex 2

OBLIGATIONS

DAI will not reimburse respondents for the costs incurred with preparing a response, nor does issuance of this EOI obligate DAI to support any business or provide any technical assistance. If the applicant is found to have made false or misleading claims or statements, obtains confidential information, or receives improper assistance, DAI reserves the right to reject an EOI submitted by or on behalf of the applicant.

CLARIFICATION OF SUBMISSIONS

DAI will require a respondent to submit additional information in order to better judge a response. DAI will work closely to judge and decide on the potential support it can extend to applicants. This requires sharing information about the company, market, shareholders and many other sides of the business.

FACTORS FOR CONSIDERATION

DAI follows a transparent and robust evaluation criterion to ensure professional and fair opportunities given to every applicant. Below is some of the criteria we look at:

- Strength of business fundamentals: cash flow, profit margins, revenue growth, etc.
- Availability and quality of financial records
- Availability of necessary approvals, licenses, and registrations
- Strength and size of the market
- Competitive advantage in the market
- Track record, experience, coachability
- Clear plan for investment uses and required returns
- Potential impact of investment on jobs and community in Ninewa

RESPONSE CHECKLIST

Vendors must include all items listed below in Arabic or English, following the specifications outlined.

Section Number	Description
1	Cover Letter
2	Corporate Profile (Annex 1)
3	Corporate Registration Certificate
4	Business Concept Note (Annex 2)

NOTIFICATION PROCESS

Upon receipt and review of application, DAI will notify successful applications, if any, who have been selected to advance in the selection and support process.