Logo, company name

Description automatically generated

**REQUEST FOR EXPRESSIONS OF INTEREST**

**CONSULTANCY SERVICES**

Boosting Innovation, Growth and Entrepreneurship Ecosystems (BIGEE) Programme

**ASSIGNMENT****:** Consultancy for a Legal Counsel to the DBJ in finalizing the selection of a Fund Manager and to provide Support during the establishment of the Venture Capital (VC) and Sidecar Funds

**PROJECT #:** JA-O0010 /JA-L1085

**Associated WBS #:** 4.1.7

**Procurement ID #:** JA-L1085-P16519

**PROCUREMENT METHOD:** Selection Based on the Consultants' Qualifications (CQS)

The Development Bank of Jamaica (DBJ) through the Government of Jamaica (GoJ) has received financing from the Inter-American Development Bank (IDB) towards the cost of Boosting Innovation, Growth and Entrepreneurship Ecosystems (BIGEE) Programme, specifically to Subcomponent II.2 Facilitating Access to Capital for Scalable Startups with sub activity Consultancy for a Legal Counsel to the DBJ in finalizing the selection of a Fund Manager and to provide Support during the establishment of the VC and Sidecar Funds.

The consulting services (“the Services”) will require a Legal Counsel (LC) to provide advisory services to the DBJ on its role as an anchor investor in the VC and Sidecar Funds; in finalizing the selection of a Fund Manager and to provide support during the establishment of the VC and Sidecar Funds in Jamaica. This assignment is to be conducted over a twelve (12) month period.

**Extended to Friday, April 8, 2022**

The objective of this assignment is to focus on supporting the DBJ in selecting a well-qualified Fund Manager, establishing the VC & Sidecar Funds, and providing legal advice to the DBJ as an investor in the VC Fund.  The selection process for hiring the Fund Manager will have already been initiated and the Legal Counsel (LC), after on-boarding shall provide support to the team on the remaining steps of the selection and the establishment of the VC Fund. The LC will advise the DBJ on the terms for setting up the VC & Sidecar Funds, competitively selecting an experienced Fund Manager for the VC Fund, the development of the term sheet for the Sidecar Fund and on its participation as an Anchor Investor in the Fund.

The DBJ now invites eligible Consultants (“Firms “) to indicate their interest in providing consultancy services for the specialized area. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

**Educational Qualification:** The LC must possess a Post-Graduate/Master’s degree in Law with specialization in Investment Banking, Development Economics, Management or a closely related field.

**Working Experience, Qualifications and Skills:**

* 10-15 years of fund formation or related private equity/venture capital funds experience in private practice (or related legal experience), preferably within developing /emerging markets, with a focus on PE/VC.
* Significant work exposure to the legal aspects of venture capital funds in the Caribbean and should have a strong knowledge of Caribbean region and Jamaica’s guidelines and tax laws/guidelines related to the setup of venture capital funds.
* Experience working in complex, multi stakeholder, fast moving environment and ability to work under pressure, respect strict deadlines and multi-tasking
* Experience working in projects funded by national/international Development Finance Institutions or Multilateral Development Banks is an advantage
* Strong writing and communication skills in English.

The Terms of Reference may be downloaded from the DBJ’s website: [**http://www.dbankjm.com**](http://www.dbankjm.com) **as of Monday, February 28, 2022.**

The attention of interested Consultants is drawn to 1.9 of the IDB’s *Guidelines: Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank (GN-2350-9), March 2011* setting forth the IDB’s policy on conflict of interest. The Consultant will be selected in accordance with the **Selection Based on the Consultants’ Qualifications (CQS)** methodset out in the *GN-2350-9, March 2011* on page 20, Item 3.7- 8.

**Deadline for Clarifications:** All Requests for Clarification should be submitted on or before **Monday, March 14 2022, at 4:30 p.m.,** by sending an email to:  [***thinkbigee@dbankjm.com***](mailto:%20thinkbigee@dbankjm.com)

Expressions of Interest may be delivered in writing to the address below (in person, or by mail, or e-mail) **no later than Monday, March 21, 2022, at 3:00 p.m.**

Development Bank of Jamaica

Attn: Procurement Specialist/Project Manager

Consultancy for a Legal Counsel to the DBJ in finalizing the selection of a

Fund Manager and to provide Support during the establishment of

the VC and Sidecar Funds (BIGEE) Programme

11a-15 Oxford Road, Kingston 5

Jamaica, West Indies

**E-mail:**  [***thinkbigee@dbankjm.com***](mailto:%20thinkbigee@dbankjm.com)