

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

Project Name & SP nr	Non-Project
Assignment Name:	Inception Manager IAP Bangladesh (Contingent on donor approval)
Start Date:	1 July 2025 (estimated)
End Date:	25 August 2025 (estimated)
Number Days (estimated):	40 days
Location of Assignment:	Dhaka, Bangladesh
Reports To:	Multi Country Programme Manager
Additional Comments:	The consultant will also work directly with the SNV team in Bangladesh, including the Country Director.

Overall Project Background

SNV is a not-for-profit international development organization, established in the Netherlands in 1965 but rooted in the contexts and societies in the more than 25 countries where we work. And that mission is to strengthen capacities and catalyze partnerships that transform the agri-food, energy, and water systems to enable sustainable and more equitable lives for all. We position ourselves as a learning organization striving for excellence and invest in making knowledge flow to and from the frontline.

SNV was appointed by the donor as the Fund Manager to manage the **Innovations Against Poverty (IAP) Challenge Fund** from July 2024 until March 2027. IAP challenges the private sector in Cambodia, Ethiopia, Uganda, and Zambia to develop innovative products, services and business models that can contribute to poverty alleviation and environmental sustainability. These innovations should lead to commercial benefits for the private sector and developmental benefits for people living in poverty (PLIP), in terms of job creation, access to basic goods and services, and income increase or cost savings, while protecting the environment.

IAP offers co-funding support and business advisory services to carefully selected companies through a Challenge Fund to implement innovative and inclusive business models. IAP 3.0 will build on the success of previous rounds, shift to a thematic rather than sector focus, and increase its focus on business-friendly processes, advisory and investment support needs, learning and communications, and engagement with local, regional, and global entrepreneurial investment ecosystems.

Recently, Bangladesh has been added to the target geographies of the IAP Challenge Fund and will now form part of the IAP portfolio of IAP 3.0.

Consultancy Objective :

The consultancy will establish the complete operational and strategic foundation for the Innovations Against Poverty (IAP) program in Bangladesh during the critical 1,5-month inception phase. This integrated approach will combine ecosystem intelligence gathering with operational infrastructure development to ensure optimal positioning and readiness, as well as harmonization with the existing activities in Ethiopia, Uganda, and Zambia.

Specifically, the consultant will:

Build Strategic Market Intelligence by conducting comprehensive investment ecosystem studies in Bangladesh by using the implemented IAP activities in other countries to map key stakeholders (financial institutions, donors, incubators, accelerators, government bodies), analyzing roles and influence dynamics through targeted interviews, and developing strategic engagement recommendations for maximum program impact.

Establish Operational Infrastructure by developing job descriptions and supporting in-country team recruitment, establishing strategic partnerships, and adapting programme documents and plans to the Bangladesh context to ensure the seamless integration of country activities into the IAP design structure. Ensure gender equality and social inclusion (GESI) principles are embedded throughout all program activities.

Deliver Integrated Outcomes that provide the IAP team with both the external market knowledge needed for strategic stakeholder engagement and the internal operational systems required for effective program delivery and cross-country integration. This dual approach ensures seamless transition to implementation with all key program elements—strategic relationships, operational capabilities, and market positioning—fully aligned and ready for immediate deployment.

IAP Programme Inception	
Deliverables:	Due Date:
Establish the Bangladesh IAP team by developing job descriptions and recruitment plans for In-Country PM, Project Finance Officer, and Project Assistant positions, then coordinating with in-country teams to complete the full hiring process.	31 July
Support the PMU with administrative transition tasks from Cambodia to Bangladesh, including transferring consultant contracts and establishing the IAP filing structure on SharePoint.	14 July
Prepare for the Bangladesh challenge fund launch by updating marketing materials and website using existing templates, and establishing dissemination channels (through other stakeholders, platforms, etc).	15 August
Complete and refine a comprehensive key stakeholder database identifying financial institutions, donor programs, incubators, accelerators, and	15 August

government bodies that support inclusive businesses, as well as potential IAP grantee companies.	
Develop a strategic engagement plan indicating prioritized stakeholders for IAP engagement, along with country-specific relationship-building strategies and actionable recommendations for leveraging existing investment ecosystem resources for IAP grantee support.	25 August
Support event organization by developing presentation materials and promotional content, and facilitating stakeholder meetings both locally and internationally to share program insights and increase visibility, and maintaining event trackers.	25 August

Selection Criteria:

- SNV Due diligence process completed

Technical Qualifications
Minimum 10 years of experience managing challenge funds or complex development programs, with preferred experience in investment landscape analysis and entrepreneurial ecosystem engagement in developing countries.
Master's degree in international development, business administration, or related field
Demonstrable knowledge, skills and experience in inclusive business, impact investment, GESI mainstreaming
Available network in the investment and enterprise community, including venture capital firms, angel investors, private equity groups, institutional investors, impact investors, and financial institutions
Demonstrated understanding of the cultural, social, and economic context of the target country (Bangladesh) and experience working in this environment.
Fluency in written and oral English
Financial Proposal

Fee & Payment terms:

100% after deliverables of products

VAT and tax will be deducted as per the government's NBR policies

Additional Considerations:

- This TOR will be subject to the following blanket policies that guide all SNV's consultancies:
 - Ethical Standards
 - Security
 - ICT

- Country Social Distancing Plan
- Project Management Manual, specifically sections on Project Start-Up / Inception

How to apply:

- Interested individuals are requested to develop and submit their proposal with work schedule aligned with the deliverables of this assignment mentioning per day consultancy fee (inclusive VAT and Tax) and CV in line with selection criteria mentioned in this ToR.
- Click here and download and update the due diligence registration forms - [SNV Due Diligence Supplier Registration and Vetting Form](#)
- Electronic copy of above required documents should be submitted to bangladesh@snv.org with the subject line: **Inception Manager IAP Bangladesh** no later than **5 p.m. (local time) on 22 June 2025**.
- Only short-listed candidates whose applications respond to the above criteria will be contacted for interviews.
- For any query related to the ToR, please email to bangladesh@snv.org