

Request for Expressions of Interest (REI):

Grant award to strengthen innovative early-stage enterprises through scaling up existing Business Incubators in Belarus

infoDev, a donor-funded agency hosted by the World Bank, invites suitable organizations to strengthen innovative early-stage enterprises through scaling up an existing Business Incubators in Belarus. Following an initial request for expressions of interest, a request for proposals (RFP) will be issued to shortlisted organizations.

*Questions and comments can be posted at:
<http://scalingupbusinessincubatorsinbelarus.wikispaces.com/>*

Introduction: Creating Sustainable Businesses in the Knowledge Economy

[infoDev](#) is a Global Partnership Program, coordinated and served by an expert Secretariat housed in the Finance and Private Sector Vice Presidency (FPDVPU) of the World Bank Group. Its strategic goal is to promote the growth of technology enterprises to enhance sustainable inclusive growth, competitiveness, and jobs. Today, *infoDev* serves a [global network](#) of 300 business incubators in 87 countries, and it has extensive experience in business incubation, as well as in the policy and financing challenges related to innovative enterprise growth. *infoDev* has established a partnership with the Ministry for Foreign Affairs of the Government of Finland and Nokia to undertake a joint program on [Creating Sustainable Businesses in the Knowledge Economy](#) that will run from 2010 – 2012.

1. Grant objectives

infoDev is looking to identify a business incubator or organization that supports early-stage enterprises, to create a targeted activity or set of activities that:

1. Accelerates the development of growth-oriented growth oriented innovative early-stage small and medium-sized enterprises (SMEs) through a **holistic, market-driven service offering**;
2. Enables the business incubator **to reach significant scale and financial sustainability**;
3. Provides an **effective model for accelerating the development of growth-oriented SMEs** that potentially can be disseminated and replicated by other business incubators or organizations in Belarus.

2. Grant size and eligible expenditures

infoDev intends to award a grant ranging from USD 100 – 150,000.

3. Evaluation criteria

Letters of interest will be evaluated against the following criteria:

- The successful applicant must be able to demonstrate a **track record of providing early-stage small and medium-sized enterprise support with demonstrated success and continued demand.**
- The successful applicant should be able to demonstrate the **technical and managerial capacities of the firm** as well as the **qualifications of key staff that are foreseen to work on this assignment specifically.**
- The successful applicant should demonstrate **good reputation in the local market, strong level of business networking and strong stakeholder support** from local organizations, investors, public and private institutions and from the business community.
- The proposed activity should clearly lead to **up scaling existing service offerings to innovative early-stage entrepreneurs.**

4. Letter of Interest guidelines

The Letter of Interest should contain the following:

1. A short summary description of the amount of grant funding sought, and the proposed activity to be implemented with *infoDev*'s assistance, including the target outcomes and impact (max 2 pages).
2. A short description of the organization, demonstrating its track record in enabling the growth of innovative early-stage enterprises (max 1 page).
3. A short description of the linkages of the organization to relevant financiers, government agencies, academic institutions and industry (max 1 page).
4. A copy of the proof of registration/incorporation.
5. CVs of the staff foreseen to implement the work.

5. Who is eligible to respond?

The organization should be legally established, autonomous, not fully dependent on government funding and located in Belarus.

The organization should be legally permitted to provide SME support services.

6. Intellectual Property

Consistent with *infoDev*'s objectives to enhance and disseminate knowledge and encourage easy replication of successful projects, *infoDev* retains ownership of all project deliverables (including any intellectual property in such deliverables) funded by it, and may place such deliverables in the public domain. The organisation must recognize and agree with this objective of knowledge sharing and dissemination through *infoDev*.

To the extent that there is any intellectual property previously developed by the host organization or by third parties, such previously-developed intellectual property should be clearly identified when responding to the EOI and RFP.

To respond to this EOI, please send a Letter of Interest by email to Julia Brethenoux at jbrethenoux@worldbank.org, with a copy to info@infodev.org, no later than 11.59 pm EST on April 11, 2011.

Please include "EOI ECA3a - Belarus" in the subject line.

Only shortlisted candidates will be contacted.