



UNITED NATIONS CAPITAL DEVELOPMENT FUND (UNCDF)

Shaping Inclusive Finance Transformations in the South Asian Association for Regional Cooperation (SHIFT SAARC) in Bangladesh

REQUEST FOR APPLICATIONS

Deadline for submission: 20th July 2017 at 23:59 Bangladesh Standard Time

1. INTRODUCTION TO THIS REQUEST FOR APPLICATIONS

The purpose of this request for applications (RFA) is to support the United Nations Capital Development Fund (UNCDF) in its engagement on policy and advocacy activities related to Digital Financial Services (DFS) in Bangladesh.

This RFA is launched under the framework of the Shaping Inclusive Finance Transformations in the South Asian Association for Regional Cooperation (SHIFT SAARC) programme focusing its efforts on specifically removing market constraints limiting women's equal access to economic opportunities and participation in the markets. By changing the behaviour of market actors (private and public), UNCDF will stimulate investment, business innovations and regulatory reform to expand economic participation and opportunities for low-income people, especially women, and small and growing businesses to be active agents in the formal economy. This is expected to contribute to increased growth in income and employment, reduced vulnerability to shocks and lower poverty levels. Bangladesh is the first SAARC country where SHIFT SAARC is presently been implemented. In this context, SHIFT SAARC in Bangladesh will look at DFS as the sector with the greatest opportunity for accelerating financial inclusion.

SHIFT SAARC in Bangladesh is looking for a qualified partner to support in implementing policy and advocacy activities to address demand and supply side challenges. Accelerating DFS requires a regulatory framework that reflects supportive policies for inclusive finance and greater efforts to increase uptake of digital accounts. In Bangladesh, the Government has repeatedly emphasized the potential of DFS for financial inclusion, and accordingly the regulatory framework to accelerate DFS needs to accommodate appropriate provisions. A regulatory framework encouraging greater investment and innovation is essential to achieve broader and deeper financial inclusion. SHIFT SAARC in Bangladesh has undertaken a regulatory self-assessment of the current DFS ecosystem in Bangladesh (looking at regulations, macro-platforms, supply side capability, willingness and challenges, demand side readiness, knowledge and expectation etc.). Based on the recommendations that emerged from the regulatory self-assessment, SHIFT SAARC in Bangladesh plans to organize a series of consultation workshops involving both private sector and public sector actors with the aim of raising awareness on the importance of digital pathways in increasing financial inclusion, especially for women.



The final outputs and deliverables of the assignment contribute directly to SHIFT SAARC in Bangladesh development results of increasing the deepening and acceleration of DFS in the country and are considered a public good. Thus, all the outputs and deliverables will be placed in the public domain after appropriate consultation with the intent that they can and should be freely and widely used by other parties.

2. BACKGROUND

2.1. UN CAPITAL DEVELOPMENT FUND (UNCDF) AND INCLUSIVE FINANCE

UNCDF is the UN's capital investment agency for the world's 48 least developed countries (LDCs). With its capital mandate and instruments, UNCDF offers "last mile" finance models that unlock public and private resources, especially at the domestic level, to reduce poverty and support local economic development. This last mile is where available resources for development are scarcest; where market failures are most pronounced; and where the benefits from national growth tend to leave people excluded.

UNCDF's financing models work through two channels. The first is savings-led financial inclusion that expands the opportunities for individuals, households, and small businesses to participate in the local economy, providing them with the tools they need to climb out of poverty and manage their financial lives. The second demonstrates how localized investments — through fiscal decentralization, innovative municipal finance, and structured project finance — can drive public and private funding that underpins local economic expansion and sustainable development. UNCDF financing models are applied in thematic areas where addressing barriers to finance at the local level can have a transformational effect for poor and excluded people and communities.

UNCDF's primary contributions are to SDG 1, with a focus on reaching the last mile and addressing exclusion and inequalities of access, and SDG 17, with a focus on unlocking public and private finance for the poor at the local level.

The Financial Inclusion Practice Area (FIPA) of UNCDF currently works in 33 countries, engaging with policymakers and regulators on priority issues, and supporting over 100 financial services providers, resulting in outreach to 6.5 million clients. UNCDF currently supports product innovations in savings, insurance, payments, remittances, and has developed specific credit products targeting youth, women, relating to clean energy and agriculture. It is investing in delivering innovations including a variety of digital channels, agent networks, and community-based savings groups.

As mentioned briefly above, UNCDF SHIFT SAARC in Bangladesh proposes to work on accelerating uptake and usage of DFS to respond to the needs for expanding financial inclusion through digital pathways as described in the Government of Bangladesh's (GoB) Seventh Five Year Plan 2016-2020.

SHIFT SAARC in Bangladesh focuses on:

- **Facilitating dialogue and partnerships** around addressing policy and regulatory gaps for greater financial access for low-income people, women and small businesses via digital solutions. This will

lead to an increase in numbers of DFS providers who are willing to invest in the expansion of digital finance infrastructure and diversify financial products and services of greater value, particularly to women.

- **Increasing the number of investments from the private sector** leading to enhanced product offerings in Bangladesh resulting in expansion of the number of providers willing to invest in building digital finance infrastructure. This is done by focusing on the development of sustainable and extensive digital eco-systems within real economy markets. This will provide incentives leading to greater innovation among DFS providers, resulting in improved access for business owners and consumers.
- **Reducing poverty** through increased consumption and employment, and reducing gender disparities in economic participation and financial access in Bangladesh through pro-poor private sector development of off-farm distributive trade markets in rural economies. This is accomplished through enabling greater growth and competitiveness of retail merchants in rural Bangladesh by integrating with Fast Moving Consumer Good (FMCG) value chains and financial services, especially through digital payment and m-commerce platforms.
- **Narrowing the gender gap in financial access and use** by coordinating and partnering with women's organizations and other support service providers to maximize opportunities to transform economic participation into economic empowerment, especially for women and small and growing businesses. This will support micro, small, and medium-sized enterprises (MSMEs) across a range of sectors, including distributive trade and access to public services, by applying individually tailored products that make it easier and more affordable for poor people to access services.

In implementing SHIFT SAARC in Bangladesh, UNCDF will utilize its proven programmatic blueprint based on four streams of work adapted for the Bangladesh context to bring about effective change:

- **Data and Evidence:** Data available to improve evidence based decision making by policy makers, regulators and market players.
- **Capacity Enhancement:** Technical assistance to strengthen regulatory and supervisory capacity of regulators in targeted areas most critical for DFS acceleration.
- **Policy and Advocacy:** Collaboration to develop a holistic and inclusive regulatory framework to accelerate access and usage of DFS.
- **Innovation and Communication:** Communications campaigns to inform consumers about benefits of DFS and support to develop, pilot and validate innovative products and sustainable business models in DFS.

3. OBJECTIVES OF THE ASSIGNMENT

Overall Objectives:

UNCDF is seeking applications from qualified organizations/firms (e.g. educational/research institutions, non-profit organizations, commercial for profit firms) to work with the UNCDF SHIFT SAARC team in Bangladesh in the implementation of policy and advocacy activities for the programme stakeholders to

strengthen synergies and collaboration while reducing the fragmentation of efforts between the various actors active in this area.

Specific objectives of this assignment are:

1. **Review** all the relevant documentation provided by UNCDF related to the SHIFT SAARC in Bangladesh programme, including conducted research reports, regulatory self-assessment and stakeholders mapping;
2. **Draft background papers/ think pieces** on selected topics for arranging high-level regulatory and policy consultation workshops¹;
3. **Organize and convene** regular and focused high-level regulatory and policy consultations workshops on key issues around DFS (issues will be selected jointly by UNCDF and the firm through consultation, applicants are encouraged to propose a list of relevant themes/ issues/ topics in the technical proposal);
4. **Produce and present** policy briefs, studies, white papers, technical notes etc. based on the DFS-related consultation workshops events and meetings.

4. SCOPE OF EXPECTED OUTPUTS AND DELIVERABLES

Some of the major deliverables are mentioned below:

- **Organize 8 high level consultation workshops** on key policy and regulatory issues related to DFS with decision makers and relevant stakeholders from various institutions. This will help the project achieving its development results of accelerating and deepening DFS in country. More in details, one meeting every two months with the following format:
 - Produce a background paper/ think piece on the proposed topic
 - Prepare a presentation of a think piece to begin the discussion
 - Host a consultation workshop dialogue ensuring participation of relevant stakeholders for each topic/issue/theme (including all necessary arrangements of venue, logistics, communication, media coverage)
 - Draft a synthesis report on the consultation workshop and main issues emerged
- **Produce and present 8 policy briefs/white papers** including the discussions of the consultation workshops as well as existing or new data and analytics to support the findings and identifying next development actions that SHIFT SAARC in Bangladesh can undertake to bring forward regulatory changes around DFS in the country.

¹ Consultation workshop: a meeting with a minimum of 50 and a maximum of 100 senior representatives from Government, policy makers, think tanks, private sector among others.

5. KEY DELIVERABLES AND PAYMENT SCHEDULE

5.1. KEY DELIVERABLES

The final outputs and deliverables of the assignment are considered a public good. Thus, all the outputs and deliverables will be placed in the public domain after appropriate consultation, with the intent that they can and should be freely and widely used by other parties.

Deliverables should include the following:

- 8 high level consultation workshops successfully organized
- 8 policy briefs/white papers produced and disseminated

5.2 PAYMENT SCHEDULE

UNCDF shall make payments, by bank transfer to the firm/company's bank account, upon acceptance by UNCDF Country Project Coordinator of the deliverables specified above.

Deliverables	*Indicative Timeline	Payment**
• Organization of 2 consultation workshops and production of 2 policy briefs/white papers	31 October 2017	30%
• Organization of 3 consultation workshops and production of 3 policy briefs/white papers	31 May 2018	35%
• Organization of 3 consultation workshops and production of 3 policy briefs/white papers	30 November 2018	35%

*This timeline and payment milestones are only indicative and may change in agreement with the selected organization/firm. Payment will be processed on the basis of actual costs.

5.3 APPLICATION REQUIREMENTS AND ELIGIBILITY CRITERIA

This is a high-profile policy and advocacy assignment requiring senior and professional advice based on substantive experience and qualifications of the contracting firm, based on a team approach comprising of experts. The firm will be invited to submit a detailed proposal alongside CVs for the team leader and any senior consultants (see below).

Minimum qualification criteria of the contracting firm:

- Any type of organization that is operating in Bangladesh (commercial for profit firm, educational institution, and non-profit organization) is eligible to compete;
- Experience in the delivery of similar types of services to government/semi-government/autonomous bodies (in Bangladesh) during the last ten years, with at least two such assignments;
- Reputation of an international standing in the delivery of credible analytical research and/or policy inputs, with minimum 10 years of experience;
- Established, or the ability to establish, a sound working relationship with the Government of Bangladesh based on principles of client-focus, responsiveness and flexibility; and political neutrality, with at least two previous research and/or policy assignments with Government clients;
- Previous experience in financial inclusion and DFS, highly desirable;

- Ability to field a team of experts in various disciplines relevant to financial inclusion and DFS and the delivery of the designated outputs, with minimum 10 years of experience in fielding experts;
- Submit a complete application.

Note: firms that do not meet the above eligibility criteria shall not be considered for further evaluation. Necessary documentation must be submitted to substantiate the above eligibility criteria.

Technical experience of expert team:

(1) Team leader:

- Substantive experience of working on a similar type of programme delivered to government/semi-government/autonomous bodies during last ten years, preferably also provided through a multi-disciplinary team;
- Solid experience (minimum 10 years) in areas of economic development, women economic empowerment and strategic planning focused on financial inclusion and digital financial services through providing evidence-based policy advice;
- Exceptional analytical skills and programme leadership abilities, with the proven ability to deliver a major analytical and policy input;
- Familiarity with UN/UNCDF rules and procedures is an advantage;
- Ability to advocate for key policy outcomes in English and Bengali to diverse audiences, in both spoken and written forms.

(2) Team members:

- Extensive knowledge of the issues, challenges and dynamics of financial inclusion and digital financial services in Bangladesh;
- Experience in formulating development strategies and policies within a similar team approach in the field of development and financial inclusion;
- Balanced set of relevant skills – in data analysis of developmental economics and women economic empowerment; collaboration and partnership formation with decision-makers, relevant stakeholders; and delivering effective advocacy campaigns tied to the theme of financial inclusion;
- Analytical and academic credibility and ability to draw on international experience in financial inclusion and digital financial services;
- A demonstrable track record of working effectively within tight deadlines;
- Ability and authority to communicate with government at high levels;
- Excellent writing and editing skills, as well as strong analytical aptitude, communication and presentation skills (in English and Bengali).

Education:

- Team leader: A Master's degree in economics/social sciences, development management, development studies or a related field; PhD preferred.



- Team members: minimum requirement of a Master’s degree in economics/social sciences, development management, development studies or a related field.
- Firm’s support service staff: appropriately qualified in social sciences/development studies/financial management, HR, accounting, events management, law or a related field

5.4 SUBMISSION OF THE APPLICATION

- **Applications submissions** and any consultation about this RFA should be submitted in PDF form via email at shift.asia@uncdf.org. All queries and submitted applications will be acknowledged. FAQs will be updated periodically and posted (shared with all parties) via the UNCDF website where the RFA was initially advertised. FAQs should be sent no later than 19th June at 23:59 Bangladesh Standard Time.
- The **subject line of the email** should be “**SHIFT SAARC in Bangladesh Policy and Advocacy RFA**”.
- The **deadline** to submit the application is **20 July 2017 at 23:59 Bangladesh Standard Time**.
- It is anticipated that negotiations and grant signing will commence within several weeks of application submission.
- **Duration of the Assignment:** The overall duration should be not more than 18 months. Expected date of full completion is 31 December 2018.
- **Grant dollar limits:** UNCDF has a budget (maximum available) of US\$ 145,000.

5.5 STRUCTURE OF THE APPLICATION

- The application should follow the template provided in **Annex 1**.
- Only applications that follow the **Application Format** and include all the necessary documentation will be accepted.

6. SELECTION CRITERIA AND EVALUATION

BASIS FOR EVALUATION

A cumulative analysis weighted-scoring method will be applied to evaluate the firm. The award of the contract will be made to the tenderer whose offer has been evaluated and determined as:

- a) Responsive/ compliant/ acceptable with reference to this ToR, and;
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation, with the ratio set at 70:30 respectively (this is to reflect the high level skills mix required).

Only firms obtaining a minimum of 70% of maximum achievable score (49 points) in the technical analysis would be considered for financial appraisal, and ultimately therefore, for contracting stage.

Criteria	Weight	Max. Points
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<u>Technical</u>	70	
Overall experience and qualifications of the firm		
Experience in Policy and Advocacy (max 40 points)		
<ul style="list-style-type: none"> • Experience in policy and strategy advice to Government 		25
<ul style="list-style-type: none"> • Previous experience of working with multiple Development Partners and Government actors 		5
<ul style="list-style-type: none"> • Previous experience in Bangladesh 		10
Specific experience of the firm in delivering services on research and strategies/policy (max 40 points)		
<ul style="list-style-type: none"> • Experience in research related to financial inclusion and DFS 		10
<ul style="list-style-type: none"> • Methodology and time schedule of assignment proposed in the technical proposal 		15
<ul style="list-style-type: none"> • Methodology for conducting high level policy and advocacy activities and events 		5
<ul style="list-style-type: none"> • Methodology for producing policy and advocacy papers 		10
Skills and experience of experts nominated (max 20 points)		
<ul style="list-style-type: none"> • The Team Leader's experience in policy and strategy advice to Government 		5
<ul style="list-style-type: none"> • The Team Leader's experience in research related to financial inclusion and DFS 		5
<ul style="list-style-type: none"> • Other team members' experience in policy and strategy advice to Government 		5
<ul style="list-style-type: none"> • Other team members' experience in research related to financial inclusion and DFS 		5
<u>Financial</u>	30	30
<u>Total</u>		100



ANNEX 1: APPLICATION FORMAT

[insert: Location]

[insert: Date]

To: UNCDF

Dear Sir/Madam:

We, the undersigned, hereby apply for **Shaping Inclusive Finance Transformations in the South Asian Association for Regional Cooperation (SHIFT SAARC) in Bangladesh** in accordance with your Request for Application dated 6/11/2017 and our Application, which includes the Technical Proposal including proposed budget allocation.

We hereby declare that:

- a) All the information and statements made in this Application are true and we accept that any misrepresentation contained in it may lead to our disqualification; and
- b) We have no outstanding bankruptcy or pending litigation or any legal action that could impair our operation as a going concern

We confirm that we have read, understood and hereby accept the duties and responsibilities required of us in this RFA, and the standard language of UNCDF's Performance Based Agreements (PBA), including the requirements regarding the public good nature of the outputs to be produced (see Annex 2 for a sample of our legal language in this regard). Therefore, if our application is accepted, we will be ready to sign and accept the legal language, without modification, of the UNCDF grant agreement (performance based) on or around XXXXX.

We fully understand and recognize that UNCDF is not bound to accept this application, that we shall bear all costs associated with its preparation and submission, and that UNCDF will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the evaluation.

Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Contact Details: _____

<p>APPLICATION FORMAT</p> <p>Consultancy services for the provision of strategic advice and programme development services on increasing the economic participation of women and girls through financial inclusion</p>
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Note: Technical Proposals not submitted in this format may be rejected.

The financial proposal MUST be included in a separate envelope and or separate e-mail with password protection.

SECTION 1: GENERAL APPLICANT'S INFORMATION	
Name of Proposing Organization / Firm:	
Type of Organization (e.g., commercial for profit, educational, non-profit, etc.)	
Country of Registration/Operation:	
Name of Contact Person for this Proposal:	
Address:	
Phone / Fax:	
Email:	

SECTION 2: EXPERTISE OF ORGANISATION/FIRM
<p><u>1.1 Reputation of Organization and Staff / Credibility / Reliability / Industry Standing:</u></p> <p>Provide a brief description of the organization/ firm submitting the proposal, its legal mandates/ authorized business activities, registration date, place (Country) of registration, number of years of specific experience which include (Years of general experience). Litigation and arbitration history that could adversely affect or impact the performance of services if any. Whether or not organization is on the UN ineligibility list. References on performance and reputation.</p> <p><u>1.2 General Organizational Capacity which is likely to affect implementation:</u></p>

Provide information on the number of available key personnel in the organization/firm and available facilities.

Expertise to provide the required services.

Provide the last three Audited Financial Statements (Income Statement and Balance Sheet) duly certified by a Public Accountant.

Please provide a brief description on types of activities undertaken.

1.3. Experience:

Please demonstrate/explain your how your organization/firm has the knowledge and skills required to perform the required tasks and mention number of years of experience your organization/firm has in providing similar services related to the following areas:

- Experience in undertaking policy and advocacy activities.
- Experience in economic empowerment of women and girls.
- Experience in financial inclusion and DFS, particularly related to access and usage.
- Conducting similar assignments in SAARC and Bangladesh.
- Similar experience in the last three years with UNCDF/UN or major multilateral/ or bilateral programmes or governmental entities.

Provide the following information regarding organization/firm experience for the top five (5) grants or contracts within the last five (5) years which are related or relevant to those required under this agreement.

Name of project	Client/ funder	Location/ Country	Grant/ Contract Value	Types of activities undertaken	Status or Date Completed	References Contact Details (Name, Phone, Email)

1.4 Relevant knowledge products:

Please provide hyperlinks or electronic copies where available of studies or knowledge products produced under similar assignments.

SECTION 2 - APPROACH AND IMPLEMENTATION PLAN

2.1. Approach to the Service/Work Required: Please provide a detailed description of the methodology for how the organisation/firm will achieve the Terms of Reference of the project, keeping in mind the appropriateness to local conditions and project environment.

2.2. Technical Quality Assurance Review Mechanisms: The methodology shall also include details of the Applicant's internal technical and quality assurance review mechanisms.

2.3 Implementation Timelines: The Applicant shall submit a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.

2.4 Risks / Mitigation Measures: Please describe the potential risks for the implementation of this project that may impact achievement and timely completion of expected results as well as their quality. Describe measures that will be put in place to mitigate these risks.

2.5 Reporting and Monitoring: Please provide a brief description of the mechanisms proposed for this project for reporting to UNCDF and partners, including a reporting schedule (also reflected in Gantt chart).

2.6 Other: Any other comments or information regarding the project approach and methodology that will be adopted.

SECTION 3: PERSONNEL

3.1 Management Structure: Describe the overall management approach toward planning and implementing activities under this contract. Include an organization chart for the management of the project describing the relationship of key positions and designations.

3.2 Staff Time Allocation: Provide a spreadsheet as shown below; to show the activities of each staff member and the time allocated for his/her involvement. *(Note: This spreadsheet is crucial and no substitution of personnel will be tolerated once the contract has been awarded except in extreme circumstances and with the written approval of the UNCDF. If substitution is unavoidable it will be with a person who, in the opinion of the UNCDF project manager, is at least as experienced as the person being replaced, and subject to the approval of UNCDF. No increase in costs will be considered as a result of any substitution.)*

No.	Position Assigned under this grant	Name of Proposed Team Member	Key Activities	Level of Effort (days or portion thereof)	Comments
1-	Team Leader				
2-	Sr. Team Member				
3-	Other support staff, if any				

3.3 Qualifications of Key Personnel. Provide the CVs for key personnel as mentioned in the TORs (**Team Leader and Sr. Team member**) **with a brief description of each support staff as applicable.** CVs should demonstrate qualifications in areas relevant to the Scope of Services. ***Please use the attached CV format below.***



FORM CV FORMAT

Full Name and Surname:

Assigned Position Under this Contract:

Nationality:

Country of Residence:

Date of Birth:

Gender:

Contact Information: E-mail address Tel:.....

Countries of Work Experience in the last 5 years:

Brief description of Number of years of experience in the required area of specialization:

Language Skills: (For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing)

English:

Other:

Education/ Degrees Obtained & Other Qualifications: (Indicate college/university and other specialized education, giving names of institutions, degrees obtained, and dates of obtainment.

Brief Description of Performed Tasks and Experience:



Period: From – To	Activities Performed	Job Title	Location	Year	Client
<i>e.g. June 2004-January 2005</i>					
<i>Etc.</i>					
<i>Etc.</i>					

Minimum Three References: (Please give name, title and contact details under each reference).

Reference No.1:

Reference No.2:

Reference No.3:

Declaration:

I, the undersigned, certify that to the best of my knowledge and belief, this data correctly describe me, my qualifications, and my experience.

.....

Date:

(Signature)

Full Name of Director of Company:

I, the undersigned, certify that to the best of my knowledge and belief, that the aforementioned data does correctly describe the individual named above, his qualifications and experience.

.....

Date:

(Signature)

Full Name of Authorized Certifying Representative:

.....

SECTION 4: Proposed Budget Allocation

The budget should be presented in the following format:

1. Cost Breakdown per deliverables

SN	Deliverables <i>[List them as referred to in the RFA, the following list is an example and not restrictive]</i>	Percentage of Total Price (Weight for payment)	Price (Lump Sum, All Inclusive)
1	8 high level consultation workshops including background paper/ think pieces and presentations		
2	8 policy briefs/white papers		
	Total		USD

ANNEX 2: SAMPLE OF UNCDF LANGUAGE REGARDING PROPRIETARY RIGHTS OF KNOWLEDGE PRODUCTS PRODUCED UNDER THIS ASSIGNMENT

6.0 COPYRIGHT, PATENTS AND OTHER PROPRIETARY RIGHTS:

6.1 SHIFT SAARC in Bangladesh is a programme of UNCDF, and as such, UNCDF is custodian of copyright, patents and other proprietary rights on behalf of SHIFT. Except as is otherwise expressly provided in writing in the Agreement, the UNCDF shall be entitled to all intellectual property and other proprietary rights including, but not limited to, patents, copyrights, and trademarks, with regard to products, processes, inventions, ideas, know-how, or documents and other materials which the Recipient Institution has developed for the UNCDF under the Agreement and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Agreement, and the Recipient Institution acknowledges and agrees that such products, documents and other materials constitute works made for the UNCDF. In line with the public good nature of the grant, UNCDF will place all the deliverables specified in the public domain with the intent that they can and should be freely and widely used by other parties and the RECIPIENT INSTITUTION shall not be excluded from the ability to use such deliverables on the same basis as other external parties.

6.2 To the extent that any such intellectual property or other proprietary rights consist of any intellectual property or other proprietary rights of the Recipient Institution: (i) that pre-existed the performance by the Recipient Institution of its obligations under the Agreement, or (ii) that the Recipient Institution may develop or acquire, or may have developed or acquired, independently of the performance of its obligations under the Agreement, the UNCDF does not and shall not claim any ownership interest thereto, and the Recipient Institution grants to the UNCDF a perpetual license to use such intellectual property or other proprietary right solely for the purposes of and in accordance with the requirements of the Agreement.

6.3 At the request of the UNCDF; the Recipient Institution shall take all necessary steps, execute all necessary documents and generally assist in securing such proprietary rights and transferring or licensing them to the UNCDF in compliance with the requirements of the applicable law and of the Agreement.

6.4 Subject to the foregoing provisions, all maps, drawings, photographs, mosaics, plans, reports, estimates, recommendations, documents, and all other data compiled by or received by the Recipient Institution under the Agreement shall be the property of the UNCDF, shall be made available for use or inspection by the UNCDF at reasonable times and in reasonable places, shall be treated as confidential, and shall be delivered only to UNCDF authorized officials on completion of work under the Agreement.