



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION (UNIDO)

Invitation to Attend

UNIDO Information Session: **UNIDO project “The Renewable Energy Innovation Fund (REIF) - Innovative Finance for Cleantech solutions in Uruguay’s renewable energy sector”- RfP No. 1100161291**

1. Background

In 2020, the UNIDO Regional Office in Uruguay, Chile, Argentina, and Paraguay - together with UNDP and UN Women and the Government of Uruguay - applied to the SDG Financing (2020) Joint Programme - Component 2: Additional financing leveraged to accelerate SDG achievement (Joint SDG Fund Outcome2). The proposal submitted by the regional office was selected as one of the 4 winners (among 155 participants) and is called Innovative Finance for Clean Tech Solutions in Uruguay's Renewable Energy Sector: The Renewable Energy Innovation Fund (REIF).

With this in mind, and to address the barriers faced, UNIDO published a Request for Proposal (RFP) on 30 October 2021 identify a contractor that will be able to provide services and activities leading to the following deliverables:

- a) Provide REIF Trust Fund structuring services.
- b) Provide fiduciary services for the administration of the REIF Trust Fund.
- c) Provide recruitment and personnel management services for the REIF Trust's Investment Committee.

2. Purpose of the Information Session

The purpose of the Information Sessions is to provide a better understanding of the objective of the services to be provided, to guide on the preparation and submission of written proposals and provide answers to questions that may be raised during the session..

Agenda:

Agenda item	Time
Introduction to the JP/REIF	10 minutes
Objectives and scope of the contract	15 minutes
Procurement process	5 minutes
Q&A	30 minutes

3. Date and venue

A. First Session:

Date: 8 October 2021

Venue: Web Conference

Time: **16:00-17:00 CEST (Vienna time)/ 11:00 AM Montevideo**

B. Second Session:

Date: 12 October 2021

Venue: Web Conference

Time: **17:00-18:00 CEST (Vienna time)/ 12:00 AM Montevideo**

4. Technical requirements to join the online session

UNIDO will use Zoom Meetings platform to facilitate the Information Session. Please make sure to have stable internet connection during the scheduled session.

Please avoid using your company or personal name and kindly rename your username to “Entity” + initials of the company name (e.g. company name is ABC therefore user name will be “Entity AC”).

Questions can be submitted however, only through the private chat function to Mr. Aymen Ahmed, Procurement Division and will be addressed accordingly.

The session shall be recorded and made available soon after the end of the session

5. Enquiries and correspondence:

All enquiries and correspondence on technical matters prior to the meeting should be addressed to:

Mr. Aymen Ahmed

Procurement Services Division

UNIDO

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