REQUEST FOR PROPOSAL (RFP)

ACGF Foundation
Neusser Strasse 182
50733 Cologne
Germany

Date: 18.11.2026

Subject: Request for Proposal — Ghazanfar Bank Solar Finance Product

Dear prospective applicant,

ACGF Foundation invites qualified Service Providers to submit proposals for the Technical Assistance assignment *Ghazanfar Bank Solar Finance Product*. ACGF seeks a specialised service provider to develop a solar finance product for its partner institution Ghazanfar Bank, preceded by a brief market assessment that includes both supply- and demand-side assessments, as well as a feasibility study with portfolio growth projections. The product development will be complemented by the adaption of financing assessment procedures and tools, staff capacity building, and the development of a marketing strategy to promote the product.

Full details, minimum qualifications, required application items, and the budget template are set out in the attached Terms of Reference and annexes. Proposals must be submitted by 11 December 2026 and remain valid until at least 05 February 2027.

The Service Provider may request clarification of any part of the ToR until 4 December 2026, by email to Mohammad Al-Asadi, Senior Development Finance Analyst (m.alasadi@acgf.de).

Submission Deadline	11 December 2026, 23:00 CET
Point of Contact	Mohammad Al-Asadi, Senior Development Finance Analyst (m.alasadi@acgf.de), CC procurement@acgf.de

Required Documents for Application

In response to the RFP, the Service Provider must include the following items as part of its proposal:

1. **Technical Proposal, including:**
   1.1. **Company profile** (1-2 pages);
   1.2. **Project references for similar projects** (max. 5 projects, 1 page max. per project);
   1.3. **Critical analysis** of ToR and suggested LoE (1-2 pages);
   1.4. **Methodology** for completing the activities and deliverables detailed in the ToR (2-4 pages);

1.5. **Work schedule,** including all intended activities, LoE and timeline, ideally using the format provided in Annex 1 (to be sent as a separate Excel file as well);

1.6. **Written confirmation** of proposal validity period of 8 weeks after date of deadline for submission of proposals; and

1.7. **CVs** of project team, stating relevant past assignments including (a) assignment synopsis, (b) duration and period, (c) client name and contact details, (d) relevance for underlying project and (e) expert's respective roles, responsibilities, and LoE. CVs must be formatted in the EU format, ideally using the template provided in Annex 2 (to be sent as one separate PDF file containing all CVs as well).

2. **Financial Offer** in USD including breakdown of total costs (using the budget template in Annex 3) that contain:

    a) Service fee: Fee per day or lump sum with breakdown of costs;
    b) Project support costs: lump sum with breakdown of costs or to be reimbursed against invoices;
    c) Expenses: international travel, national travel, transport, accommodation, per diem allowances, etc. to be reimbursed against invoices;
    d) Taxes: if applicable; and
    e) Other costs: if applicable, e.g. security costs.

3. Signed **Declaration of Undertaking** (Annex 4).

If you are interested, we kindly request that you submit a proposal addressing the requirements set out above. Please note that the selection of a supplier is at the full discretion of ACGF. We reserve the right not to implement this activity or to abort the procurement process at any time.

We look forward to receiving your proposal.

Yours sincerely,

ACGF Foundation

Annexes

Annex 0: Project TOR

Annex 1: Work Plan

Annex 2: CV Template

Annex 3: Budget Template

Annex 4: Declaration of Undertaking