

Terms of Reference

1. Overview of the Assignment

Title of assignment:	Advisory Support for GAEA Fundraising Efforts
Overall Objective:	The objective is to support GAEA to identify and connect to potential investors in closing investment fund
Start date:	February 2024
End Date:	December 2024
Location:	Cambodia or Outside Cambodia (virtual)
Type of contract:	Consultancy Contract

2. Background

2.1. 3Ei

Entrepreneur Investment Support (EIS) is an initiative within the Enhancing Entrepreneurial Ecosystem and Investment (3Ei), funded by SDC, KOICA and Khmer Enterprise and co-implemented by Khmer Enterprise and Swisscontact. EIS provides business support to small and medium enterprises (SMEs) that are trying to secure investments or have raised funds and need additional non-financial support for sustainable growth.

EIS provides investment readiness and post-investment TA for SGBs through a pool of vetted consultants. The investment readiness TA is designed to support SGBs as they work to become investment ready and assist investors in building pipelines. The post-investment TA provides business support to SGBs who receive investment funds. This business support is meant to help mitigate risks for investors and support more successful growth forces.

2.2. Global Action for Environmental Awareness (GAEA)

GAEA was founded in 2007 with the aim to become the leading waste management firm in the country that focuses on environmental stewardship and promoting a circular economy. GAEA performs municipal solid waste collection, disposal and management in the two largest cities in Cambodia, Phnom Penh and Siem Reap, as well as Kampong Thom and Bantay Meanchey provinces. Since January 2016 the company is going through a reorganization with a double objective: first, standardize its processes in order to better service its customers, second, mitigate the impact on the environment by proposing the practice of more sustainable disposal and waste recovery.

3. The assignment and objective

3.1. Assignment

Swisscontact is seeking an individual advisor or advisory firm to support GAEA for fundraising efforts.

3.2. Objectives

The objective of this assignment is to assist GAEA for capital raise and connect with potential investors to close investment fund.

4. Scope of Work and Deliverables

4.1. Scope of Work

Task 1: Develop potential investor targets list

- Identify and develop a long list of potential investor targets based on criteria such as ticket size, sectors, geographic focus, impact focus to align with GAEA current stage of development.
- Generate an initial “high priority” investor target based on research. The goal is to produce a list of 20-30 high priority investor targets across the region or global investors. “High priority” is defined as targets with a sufficient level of alignment (a combination of fit and interest with GAEA). This target (20-30) represents a minimum target expectation.

Task 2: Actively manage relationship between investors and GAEA

- Reach out and talk to potential investor targets to gather more accurate information about potential targets and right fit for GAEA
- Assist to combine all available documents and data information of GAEA by developing a tailored pitch to specific investor and tailor the approach for each investor.
- Assist to manage the investment process and relationship between investors and GAEA by pushing both sides moving forwards in a timely manner.
- Coordinate and assist during the investment documentation negotiation phase

Task 3: Organize and monitor data room

- Assist to monitor data room to make sure all confidential documents are shared with high potential investors for conducting due diligence as well as working on term sheet

4.2. Deliverables

- An Excel spreadsheet updated with research gathered on long list of potential investors targets
- A list of at least 20-30 qualified high priority investors targets
- Consolidate the pitch decks that have been tailored for high priority investor targets
- Provide bi-monthly report on the progress of fundraising

5. Duration and Timing of Assignment

The consultancy will start from February (as soon as possible), but exact start date is negotiable.

6. Supervision

Although Swisscontact will provide administrative and financial supervision for this assignment, GAEA will appoint a representative to manage the day-to-day relationship with the consultant and provide guidance and feedback on technical matters.

7. Remuneration

Negotiable within the constraints of the project budget. Applicant's technical proposal will be considered first, and financial proposal considered second. Please include a budget proposal in application (see below).

The individual/firm will be hired by Swisscontact according to Swisscontact standards and regulations as specified in a separate contract.

8. Requested Skills Set

- Understanding of the social impact investment sector, especially in the context of Southeast Asia, including familiarity with small and growing businesses (SGBs), impact investing, venture philanthropy.
- Prior experience in fundraising with the development and/or impact sectors.
- Broad professional network within the development, impact, inclusive finance, blended finance, and venture philanthropy spaces.
- Track record in developing and tailoring pitch messaging for target funder audiences.
- Excellent interpersonal skills and ability to network effectively.
- Excellent interpersonal communication and networking skills.
- Fluency in English, verbal and written.

9. Application

Interested applicants are requested to submit a budget proposal, work plan, CVs with roles and responsibilities and cover letter detailing the consultant's suitability for the assignment. The application should be provided no later than close of business on 11 February 2024 to the email address below.

Swisscontact reserves the right to contact only applicants that have been selected for an interview.

Application(s) should be directed to:

Recruitment, Swisscontact Cambodia

E-mail: recruitment.cambodia@swisscontact.org and please cc mi@khmerenterprise.info

www.swisscontact.org

