

Conservation of the Biodiversity in the Tai-Grebo-Sapo Complex

Request for Proposals for Banking Services

The AHT GROUP AG has been contracted by the Kreditanstalt für Wiederaufbau (KfW) and the Forest Development Authority (FDA) to implement a project for the conservation of the biodiversity in the Tai-Grebo-Sapo complex. To support its implementation of this project, the AHT GROUP AG is inviting proposals from reputable commercial banks in Liberia for the provision of banking services for the 4-year duration of this 6 million Euro programme. The Project intends to operate two separate accounts (one in US Dollars and one in Euros) with different signatories and levels of authority. Several personal accounts may be opened by employees at the selected commercial bank as well.

The proposals must contain the following information:

Bank Details

- Name of bank
- Country of Incorporation
- Year of Incorporation
- Year the Bank commenced operations in Liberia
- Number and location of branches in Liberia
- Total Assets and Liabilities of the proposing bank (not of sister of parent companies)
- The Bank's SWIFT Bank Identifier Code
- Names, titles and contact details of key personnel responsible for:
 - Primary Contact
 - Account Opening
 - Relationship Management
 - Customer Service
- Names and contact details for three references using the proposer's services

Banking Services provided

- Account opening requirements
- Account management, (including clearing and crediting times, EFT, wire transfers, transaction notifications)
- Provision of cheque books and cheque management
- Availability of an operation electronic banking platform
- Capabilities of the electronic banking platform (viewing, account statements, national and international transactions)
- Security of internet banking platform (password, two-step authorization, tokens) and operational reliability
- Account manager and preferential treatments

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Costs of Banking Services

The cost of the banking services to be provided, including, but not limited to,

- Maintenance charges
- Cheque book costs
- Costs of internet banking
- Cost of incoming and outgoing transfers within the same bank
- Cost of incoming and outgoing transfers between different banks in Liberia
- Costs of international incoming and outgoing transfers (USD, EUR)
- Determination of exchange rates and any associated costs
- Minimum balance to be maintained
- Interest rates charged or provided
- Any relevant further conditions or restrictions
- Any other relevant costs or charges

This invitation to submit proposals does not in any way oblige the AHT GROUP AG, KfW or the FDA to award the services nor does it commit the AHT GROUP AG, KfW or the FDA to pay for any costs incurred in the preparation and submission of a proposal. Furthermore, the AHT GROUP AG reserves the right to reject any and all proposals at its sole discretion.

Proposals must be submitted in Microsoft Word or Adobe PDF format **only**. Electronic copies of the proposals must be submitted to AHTProcurement1@gmail.com **on or before 12:00 GMT on 31st March 2017** bearing the subject line "**Proposal for Banking Services**". Proposals that are submitted in other formats or received after the stipulated deadline or with a different subject line will not be considered.