

TERMS OF REFERENCE FOR CONSULTANTS

1. The technical assistance (TA) will support the delivery of the third Global Infrastructure Forum in October 2018 and operations departments expand investment opportunities to developing member countries (DMCs) in the area of infrastructure finance through demonstrating new solutions with financial innovation, including in green finance and high-level technology that can be piloted, scaled and replicated. The TA will employ services from individual international consultants, and individual national consultants to produce and administer three linked outputs of the TA including the identification of pilot projects with the feasibility studies, designated conferences, and knowledge products.

A. Individual International consultants

2. **Infrastructure Finance Experts** (4 international, 18 person-months, intermittent) Individual international consultants with at least 10 years of professional experience in infrastructure finance, green finance, high-level technologies, finance sector assessment, and operational results framework will be hired as finance sector experts. The tasks and responsibilities of the finance sector experts will include: (i) supporting the Finance Sector Group to identify investment opportunities, including pilot projects that support finance sector development in DMCs through feasibility studies that include cross sector impact, innovative financing and integration of technology solutions; (ii) assisting ADB staff in organizing designated knowledge events under the TA, and participating in these events and making presentations as needed; (iii) supporting the further development of Source, a digital cloud-based platform for infrastructure project preparation to meet ADB needs for project preparation; and (iv) preparing consultant progress reports and knowledge reports. Topics will include (i) assessing the potential impact of technological advancement and innovation in the provision of infrastructure for DMCs, (ii) identifying the principle inhibitors and their potential solutions to the provision of scalable project procurement which represents an equitable risk and reward to the contracting parties, and (iii) identifying opportunities to access current long-term capital availability to support infrastructure development and also seek to substantially broaden the available sources of capital either by identifying new sources or by providing risk mitigation instruments which could be attractive to investors.

3. **Visual Communications Expert** (1 international, 4 person-months, intermittent). The consultant is responsible for designing graphic and written content across multiple channels including prints, mobile, and web. As such, visualizing the data-driven results from finance sector projects will require a designer with professional experience in creating a variety of bespoke presentations, info graphics, data visualization, icons, image assembly, re-touching, animations, embedded video, brand identities, and corporate communication experiences. The tasks and responsibilities of the consultant will include: (i) preparing a strategic plan on how to disseminate the results of three linked outputs under the TA effectively; (ii) developing graphic and written content (online and offline) in accordance with ADB's standards; (iii) support for producing high quality presentations; (iv) developing various infographics and awareness-raising materials; and (v) working collaboratively with all offices to ensure visual consistency and maintain an up-to-date visual library of our work.

4. **Manuscript Editor** (1 international, 4 person-months, intermittent). The consultant will ensure that the quality of knowledge products produced under the TA meets ADB's standards as described in ADB's Handbook of Style and Usage. The tasks and responsibilities of the consultant will include: (i) reviewing and editing knowledge products produced by the TA in accordance with ADB's Handbook of Style and Usage; (ii) responsible for proofreading the text, tables, and charts

of the paper from the preliminary draft to the final copy; and (iii) ensuring data integrity and consistency in the final manuscript.

B. Individual National consultants

5. **Research Assistant** (1 national, 24 person-months, intermittent). The research assistant will be headquarters-based and will provide technical support for TA implementation. He/she will have relevant educational qualifications and work experience, excellent written and verbal communication skills in English, and strong capacity for problem solving and achievement of results. The expert will undertake the following tasks: (i) providing support in data collection and research as requested by designated ADB staff and the project team; (ii) maintaining database on information collected under the TA; (iii) assisting in conducting review of related literature; (iv) helping in drafting case studies and working papers, as needed; (v) assisting in publishing and disseminating reports/outputs to be delivered under the TA; and (vi) providing other support in connection with the implementation of the TA as requested by designated ADB staff and the project team.

6. **Project Coordinator** (1 national, 24 person-months, intermittent). The project coordinator will work with ADB staff and the TA consultants in implementing the TA. The coordinator must have: (i) a university degree in economics, business, finance, accounting, or related fields; (ii) at least 5 years of relevant experience in TA administration; and (iii) excellent oral and written communication skills in English. The consultant will: (i) monitor the schedule of activities and progress of TA implementation; (ii) coordinate logistical arrangements of conferences under this TA; and (iii) perform other tasks as reasonably required.

C. Resource Persons (6 persons, 4 person-months total)

7. Resource persons with background as policy maker, subject expert, or facilitator, will be engaged to participate in related seminars, workshops, and conferences planned under the TA.