

To: Lectori Salutem  
From: Mr Pjotr Schade  
Evenpar General Partner b.v. (EP)  
The Netherlands

CC: International Climate Finance Accelerator (ICFA)  
9, Rue du Laboratoire, L-1911 Luxembourg  
Luxembourg

Date: 22 November 2023  
Description: Request for proposal for Fund Management

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### **Introduction**

Evenpar is a Dutch-African investment fund manager that engages in renewable energy, WASH and recycling projects in emerging markets in Africa. Evenpar builds on its experience and expertise to invest in cashflow stable projects with high returns.

In these emerging markets resources are available but technologies are not used effectively. Evenpar therefore invests in decentralized solutions, using available feedstock in regulated markets allowing for infrastructure projects with stable cash-flow and value spikes between scale-up and operational stability.

Typical Evenpar investors are development finance institutions, foundations, high-net worth individuals (HNWI), pension funds, corporates, family offices and impact investors. EP is in the process of closing its first close of the fund.

To close the fund Evenpar is seeking proposals from Fund Management Service to set up and execute EP Fund management duties.

The fund needs:

- Part 1: Fund Management Set-up support and process design support,
- Part 2: Fund management support/execution before financial close to
  - o assure investors that the fund has proper fund management support and
  - o support with finalization of the last fund management task before financial close.

### **Scope of Services**

EP is seeking proposals for Fund management, focussing on:

- Corporate and governance process description & process establishment
- Marketing & communications of fund
- Operations & Administrative process description process design,
- Control and reporting set-up
- Support with legal and/or tax advice and/or assisting in the management of external legal/tax advisors, under the responsibility and guidance of the EP.
- Temporarily making available specific Key Personnel on a secondment basis to function within the Client's teams.

Pro-active interaction with EP is essential, executed in:

- (2) Weekly progress call and or meetings
- Ad hoc calls when required for negotiating and advice

### **Proposal submission**

Please note that only service providers with relevant expertise in the Dutch law, fund structuring and fund management and processes are eligible to provide proposals. Furthermore a profound understanding of the EP Fund and its challenges is needed to persuade the potential LP to join. The services offering is to start as soon as possible.

Please provide a proposal that includes the following components:

#### **a) Technical proposal**

- A brief summary of the firm
- Names and bios of people who will work on the assignment
- Relevant experience of fund structuring and documentation
- Workplan, targets and timeline for completing work

#### **b) Financial proposal**

- Fixed Fee estimate based around the Scope of Work. (expressed in 'number of hours' x 'hourly rate' per month).

Interested service providers shall submit their proposal in writing to [info@evenpar.nl](mailto:info@evenpar.nl), copying [info@icfa.lu](mailto:info@icfa.lu), by 17h00 CET Dec 6<sup>th</sup> 2023.

#### **Contact Evenpar:**

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