



Call for Expressions of Interest (“EoI”) to select Financial Intermediaries that will receive resources from the European Investment Fund, acting through the JEREMIE Trust for Cyprus, to implement the First Loss Portfolio Guarantee Financial Instrument

Reference number: Call for EoI No. JER-008/2010/2

## Introduction

The JEREMIE initiative is a framework providing a series of coherent actions to promote increased access to finance for micro, small and medium-sized enterprises.

The JEREMIE initiative in Cyprus is organised through the European Investment Fund (hereinafter, “EIF”) acting through the JEREMIE Trust (hereinafter, “JT”). Through the JT, the EIF manages funds made available from the European Regional Development Fund (hereinafter, “ERDF”) and related public expenditure awarded for utilisation under the JEREMIE initiative.

As part of the Operational Programme “Sustainable Development and Competitiveness” for the period 2007-2013<sup>1</sup>, the competent authorities of Cyprus have agreed to dedicate resources to the implementation of the JEREMIE initiative with the EIF, in accordance with Article 44 of the Council Regulation (EC) No. 1083/2006<sup>2</sup> (hereinafter, “Reg. 1083/2006”) and in accordance with the provisions of the Trust Deed (hereinafter, “Trust Deed”) entered into on 30 April 2009 between the Government of the Republic of Cyprus, represented by the Planning Bureau, the Cypriot Managing Authority for the Structural Funds and the Cohesion Fund for the programming period 2007-2013 (hereinafter, “RoC”) and EIF. Relevant rules for implementing Reg. 1083/2006 are set out in the Commission Regulation (EC) No. 1828/2006<sup>3</sup> (hereinafter, “Reg. 1828/2006”).

The cooperation between the RoC and the EIF acting through the JT is governed by the Trust Deed, which defines the type of cooperation and the operational modalities of the JT financing expenditure in respect of an operation, as this term is defined in Reg. 1083/2006 (hereinafter, “Operation”) comprising contributions to support financial engineering instruments. The EIF acting through the JT is advised by the Trust’s Protector, members of which are nominated by the

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<sup>1</sup> Such Operational Programme approved by the European Commission on 17 September 2007.

<sup>2</sup> Council Regulation (EC) No. 1083/2006 of 11 July 2006 laying down general provisions on the European Regional Development Fund, the European Social Fund and the Cohesion Fund and repealing Regulation (EC) No. 1260/1999 (Official Journal of the European Union L210 of 31.07.2006), as amended from time to time.

<sup>3</sup> Commission Regulation (EC) No 1828/2006 of 8 December 2006 setting out rules for the implementation of Council Regulation (EC) No 1083/2006 laying down general provisions on the European Regional Development Fund, the European Social Fund and the Cohesion Fund and of Regulation (EC) No 1080/2006 of the European Parliament and of the Council on the European Regional Development Fund (Official Journal of the European Union L371 of 27.12.2006), as amended from time to time, including by Commission Regulation (EC) No 846/2009 of 1 September 2009 amending Regulation (EC) No 1828/2006 setting out rules for the implementation of Council Regulation (EC) No 1083/2006 laying down general provisions on the European Regional Development Fund, the European Social Fund and the Cohesion Fund and of Regulation (EC) No 1080/2006 of the European Parliament and of the Council on the European Regional Development Fund (Official Journal of the European Union L250 of 23.09.2009).

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Cypriot authorities (hereinafter, “**Protector**”). EIF in its capacity acting through the JT acts on the basis of its usual business principles and an investment strategy and planning for the implementation of the JEREMIE initiative.

The JEREMIE initiative is funded from the Operational Programme “Sustainable Development and Competitiveness” for the period 2007–2013, Priority Axis “Productive Environment”, Objective “Support for the Micro to Medium size enterprises”.

This Call for Expression of Interest targets financial engineering instruments referred to in Article 44 of Reg. 1083/2006 and is addressed to bodies or firms, whether public or private, which are interested in receiving resources out of the JT for the activities in respect of Operations (hereinafter “**Financial Intermediaries**”). Such activities shall be carried out in accordance with the contractual agreements to be entered into by the JT and the selected Financial Intermediaries (hereinafter, “**Operational Agreement(s)**”).

The Financial Intermediaries should express their interest by completing and submitting an Expression of Interest, a template of which is attached hereto as Annex 1.

### 1. Definitions and Interpretation

In this Call for Expression of Interest, capitalised terms and expressions shall have the meaning attributed to them below, unless otherwise defined above or the context requires otherwise:

Applicant	means a Financial Intermediary applying to this Call for Expression of Interest;
Deadline	means Wednesday, 13 <sup>th</sup> of October 2010;
Eligibility Criteria	means the criteria with which the Expressions of Interest and the Applicants must comply with and which are listed in Annex 2 hereof;
Expression of Interest	means a proposal sent by an Applicant in response to this Call for Expression of Interest, within the Deadline, to be drafted in accordance with the template attached hereto as Annex 1;
JEREMIE	means the initiative “Joint European Resources for Micro to Medium Enterprises” launched by the Commission and EIF, as member of the European Investment Bank Group, in order to promote increased access to finance for the development of SMEs in the European Union;
EIB Group	The EIB Group consists of the European Investment Bank (EIB) and the European Investment Fund (EIF);
JT	means the EIF in its capacity acting through the JEREMIE Trust for Cyprus, appointed under the Trust Deed;
Operational Agreement	means an agreement entered into between a Financial Intermediary and EIF on behalf of the JT regarding a Financial Instrument on the basis of this Call for Expression of Interest and the selection process;
Protector	means the supervisory body of the JT, set up in accordance with the provisions of the Trust Deed and whose members are appointed by the RoC;
Quality Assessment	means the quality assessment criteria applied by EIF at the

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Criteria	sole discretion of EIF to the suitability of the Applicant and/or the proposed Financial Instrument according to the business standards of EIF and which are listed in Annex 2 hereof;
Selection Criteria	means the Eligibility Criteria and the Quality Assessment Criteria;
Small and Medium-sized Enterprises or SMEs	means micro, small and medium-sized enterprises as defined in the Commission Recommendation 2003/361/EC.

### 2. Trustee

European Investment Fund, 96 Boulevard Konrad Adenauer, L-2968 Luxembourg.

General internet address of the Trustee (URL): [www.eif.org](http://www.eif.org)

Under the Trust Deed, the EIF, which is appointed until the end of 2015, may be substituted in its role as Trustee. In the event of such substitution, RoC, or the entity appointed by RoC as new Trustee, will assume the full discretion and responsibility to perform the tasks of the Trustee and to implement the Operations in Cyprus, and may take over the Financial Instruments. The Operational Agreements will provide for the possible substitution of the EIF, in order to allow the transfer of the Operational Agreements to the successor entity.

### 3. Description of the activities expected from the selected Financial Intermediaries

The selected Financial Intermediaries will have to implement a financial engineering instrument briefly described in the table below (hereinafter, "**Financial Instrument**"). A Financial Instrument shall either be set up as an independent legal entity governed by agreements between the co-financing partners or shareholders or as a separate block of finance within a Financial Intermediary. As provided by Reg. 1828/2006, a separate block of finance shall be subject to specific implementation rules within the Financial Intermediary, stipulating, in particular, that separate accounts are kept which distinguish the JT resources invested in the Financial Instrument, including those contributed by the Operational Programme, from those initially available in the Financial Intermediary.

It is planned to allocate out of the JT an amount up to EUR 8 million to the Financial Instrument.

See below list of indicative allocation and the relevant Annex setting out the Selection Criteria and the description of the Financial Instrument.

Financial Instrument	Indicative capital allocation (millions EUR)	Applicable Annexes
First Loss Portfolio Guarantee on a portfolio of loans to SMEs in the start-up and newly established phase with a business history of up to 36 months ("Portfolio A")	Up to 4	Annex 2 (Financial Instrument: Description and Selection Criteria)
First Loss Portfolio Guarantee on a portfolio of loans to SMEs with a business history longer than 36 months ("Portfolio B")	Up to 4	Annex 2 (Financial Instrument: Description and Selection Criteria)

The Financial Intermediaries may express their interest for the First Loss Portfolio Guarantee Financial Instrument:

- covering either a portfolio of loans to SMEs in the start-up and newly established phase with a business history of up to 36 months ("**Portfolio A**") or a portfolio of loans to SMEs for enterprises with longer business history ("**Portfolio B**"), or
- covering both, Portfolio A and Portfolio B.

The indicative capital allocated to the Financial Instrument, as well as the amounts available for contribution by the JT to the selected Financial Intermediary, may be changed as necessary, at EIF's sole discretion, particularly if the funding available changes during the JT implementation process or the demand for the Financial Instrument so requires.

To be noted that joint ventures and/or consortiums can express their interest as long as they indicate/nominate one coordinating entity as a contractual counterpart for the EIF for the entire term of the Operational Agreement (in case of selection). Such Applicants are required to submit one, joint Expression of Interest.

#### 4. Expression of Interest

A template for the Expression of Interest is attached hereto as Annex 1, and can also be found at the following internet addresses: [www.eif.org](http://www.eif.org) , [www.structuralfunds.org.cy](http://www.structuralfunds.org.cy).

The Expression of Interest includes the Applicant's identification, the project description, the supporting documents, the declaration of absence of conflict of interest and the statements regarding situations of exclusion. Financial Intermediaries applying for First Loss Portfolio Guarantee covering both Portfolio A and Portfolio B need to submit only one Expression of Interest, with specific information for Portfolio A and Portfolio B, where relevant.

Until no later than 17 calendar days before the Deadline, the Applicants may request clarifications regarding the Call for Expression of Interest or the nature of the Financial Instrument. Such requests must indicate the Call for Expression of Interest reference number and the name of the Applicant and shall be submitted in English via email to:

Regional Business Development Unit  
European Investment Fund

[info.rbd@eif.org](mailto:info.rbd@eif.org)

Requests for clarifications from Applicants shall not receive individual replies. Instead, answers to all requests for clarifications received within the relevant deadline will be published together in a clarification document to be posted on the website [www.eif.org](http://www.eif.org).

EIF will, in principle, not contact any Applicant prior to the Deadline, unless it considers it necessary to clarify issues of a mere technical nature. However, should EIF discover any errors, inaccuracies, omissions or any other type of clerical defect in the text of the Call for Expression of Interest before the Deadline, EIF will correct the text and inform accordingly.

## 5. Language

The Expressions of Interest, including the submitted documents, shall be in English.

## 6. Submission of Expression of Interest

The Expressions of Interest shall be submitted on or before the Deadline **both** by (i) e-mail **and** (ii) registered mail or professional courier service. The Expressions of Interest sent by registered mail or professional courier service shall consist of a closed single package, and shall contain the Expression of Interest, together with its attachments, in paper form and in removable electronic storage medium (e.g. CD-ROM).

### **The Deadline for the submission of Expressions of Interest is Wednesday, 13<sup>th</sup> of October 2010**

The Deadline applies (i) in case of e-mails to the reception by EIF and (ii) in case of registered mail or professional courier service to the date of dispatch proven by the post office stamp or a dispatch receipt.

The Expressions of Interest shall indicate the reference number of the Call (No. JER-008/2010/2) and the name of the Applicant and shall be sent to the following address:

#### Postal Address:

European Investment Fund  
Attention: Regional Business Development Unit  
96 Boulevard Konrad Adenauer  
L-2968 Luxembourg  
LUXEMBOURG

The outer envelope (package) shall indicate the following: "Expression of Interest - Reference number of the Call (No. JER-008/2010/2) - Not to be opened by the reception – To be passed without opening to Regional Business Development Unit").

#### E-mail Address:

Attention: Regional Business Development Unit  
[info.rbd@eif.org](mailto:info.rbd@eif.org)

Prior to the Deadline and in the same manner as specified above, the Applicants may change or amend their Expressions of Interest by clearly indicating the parts to be changed or amended.

Prior or after the Deadline and in the same manner as specified above, the Applicants may withdraw their Expressions of Interest.

After the Deadline, an acknowledgement of receipt will be sent to the relevant Applicants by EIF via e-mail, which shall state the following:

- Unique proposal identifier (Expression of Interest number);
- Reference number of the Call for Expression of Interest;
- Confirmation that the Expression of Interest was received before the Deadline.

The acknowledgement of receipt shall not be construed as a declaration of completeness of the Expression of Interest and the documents submitted therewith, nor any kind of assessment of the same.

## 7. Selection process

When selecting Financial Intermediaries, EIF is committed to respect fundamental principles, such as:

- i) equal treatment,
- ii) non-discrimination,
- iii) confidentiality, and
- iv) transparency.

The Expressions of Interest will be examined by the EIF, on a comparative basis, using professional analysis and judgment, taking into account the Selection Criteria.

The EIF will reject those Expressions of Interest which do not comply with the Eligibility Criteria. Financial Intermediaries, whose application is rejected because of non-compliance with any of the elements reflected in the statements regarding situations of exclusion (Appendices 4 and 5 to Annex 1 hereto), may not present themselves for consideration in subsequent Calls for the Expression of Interest unless it is specifically evidenced that the reason for the exclusion no longer exists.

The expiration of the Deadline shall not prevent EIF, in limited cases if deemed necessary, from requesting and receiving from Applicants clarifications on issues of a mere technical or formal nature, *provided that* such clarifications shall neither provide an opportunity to the respective Applicants to unduly improve their applications nor otherwise distort the competition between the Applicants.

Applicants which are not excluded according to the Eligibility Criteria will go through the EIF selection process based on the Quality Assessment Criteria. The further selection based on the Quality Assessment Criteria, and the due diligence process if any, follows the standard procedures and guidelines applied by EIF to its business. The evaluation of proposals at this

phase will be conducted under competitive terms and it is envisaged to select up to two Applicants. To be noted that in the context of the due diligence process, EIF may take negotiation positions, which view specifically at the improvement of the access to finance for the benefit of the final beneficiary SMEs.

In any phase of the selection process, EIF reserves itself full discretion to consider Financial Intermediaries and no Applicant has any claim or other right or may expect to be ultimately selected for financial support by the JT. Any negotiation of terms and conditions of Operational Agreements by no means entails any obligation for the EIF and/or the JT to enter into such Operational Agreement with the relevant Financial Intermediaries.

Financial Intermediaries which do not receive contributions from the JT are informed accordingly; the reasons for their Expression of Interest being rejected will be clearly communicated to them upon request.

Those Applicants, whose Expression of Interest is rejected, shall have the right to submit a written complaint by e-mail and registered mail or professional courier service, to the same address used for the submission of the Expressions of Interest above, within thirty (30) days of receipt of the letter of rejection. Any complaints will be dealt within the framework and in accordance with the [EIB Group complaints policy](#) (for further info please click on the link or visit [www.eib.org](http://www.eib.org)).

## 8. Operational Provisions

The Financial Intermediaries, with which Operational Agreements will be eventually signed, shall be required to comply with the EIF anti-fraud policy, available in the website of EIF ([www.eif.org](http://www.eif.org)), and with the relevant monitoring, reporting, publicity and auditing obligations required by the EU regulations, the Cyprus structural funds management and control system, applicable to ERDF, and by the Trust Deed. Such obligations are briefly described in the relevant Financial Instrument description documents, and will be defined in the relevant Operational Agreement.

### ANNEXES

- Annex 1. Expression of Interest
- Annex 2. First Loss Portfolio Guarantee Financial Instrument: Description and Selection Criteria

ANNEX 1<sup>4</sup> to the Call for Expression of Interest No. JER-008/2010/2

To:

European Investment Fund

Attention: Regional Business Development Unit

96 Boulevard Konrad Adenauer

L-2968 Luxembourg

EXPRESSION OF INTEREST

Call for Expression of Interest No.: JER-008/2010/2

Deadline for the submission of the Expression of Interest : Wednesday, 13<sup>th</sup> October 2010

Expression of Interest for First Loss Portfolio Guarantee Financial Instrument

Applicant submitting the Expression of Interest: \_\_\_\_\_,  
(company name, registration number)

Dear Sir or Madam,

Herewith we are submitting our Expression of Interest on behalf of (Applicant) in response to the Call for Expression of Interest No. JER-008/2010/2 in the framework of JEREMIE initiative implemented through EIF acting as the Trustee of the JEREMIE Trust ("JT"). Capitalised expressions utilised herein shall have the meaning attributed to them in the above mentioned Call for Expression of Interest.

The undersigned duly authorised to represent the (Applicant), by signing this form certifies/certify and declare(s) that the information contained in this Expression of Interest and its Appendices is complete and correct in all its elements.

The undersigned certifies/certify that the (Applicant) is not in one of the situations which would exclude it from taking part in this Call for Expression of Interest listed out in Appendices 4 and 5 to this Expression of Interest. The undersigned shall, upon request, provide all evidence to that extent.

Yours sincerely,

Signature(s):  
Name and position in capitals:  
Applicant's name  
Place:

Stamp of the Applicant (if applicable):

Date (day/month/year):

<sup>4</sup> In case of consortiums or joint ventures to be completed by coordinating entity.



Appendixes

Appendix 1 Applicant Identification

Appendix 2 List of Documents Attached

Appendix 3 Declaration of Absence of Conflict of Interest

Appendix 4 Statement Regarding Situations of Exclusion - 1

Appendix 5 Statement Regarding Situations of Exclusion – 2: Declaration of Compliance with Community and National Rules and Policies

Appendix 1 to Expression of Interest

APPLICANT IDENTIFICATION<sup>5</sup>

1.1. Applicant identification

INFORMATION REQUIRED	
APPLICANT'S NAME	
CONTACT DETAILS	Address: Telephone: fax: Email:
LEGAL FORM	
COMMERCIAL REGISTER , ETC. – REGISTRATION DETAILS	Denomination of register: Date of registration: Country of registration: Registration number:
VAT	Registration number or Statement of exemption issued by the national VAT authority dated.....enclosed under reference..... Issued by.....

1.2. Person authorised to submit the Expression of Interest on behalf of the Applicant and appropriate evidence of such authorisation

INFORMATION REQUIRED	
TITLE	Mr/Mrs/other (delete or complete as appropriate)
NAME	Surname: Forename(s):
FUNCTION	
CONTACT DETAILS	Address: Telephone: Fax:. Email:

1.3. Contact person (if different from 1.2)

TITLE	Mr/Mrs/other (delete or complete as appropriate)
NAME	Surname: Forename(s):
FUNCTION	
CONTACT DETAILS	Address: Telephone: Fax:. Email:

<sup>5</sup> In case of consortiums or joint ventures to be completed by all participating entities.

Appendix 2 to Expression of Interest

LIST OF DOCUMENTS ATTACHED

In case of applications for the First Loss Portfolio Guarantee Financial Instrument covering both Portfolio A and Portfolio B the information set out under sections 1 (b) (bb) and (1) (c) shall be provided separately with respect to each of the two Portfolios – i.e. Portfolio A (loans to SMEs in the start-up and newly established phase with a business history of up to 36 months) and Portfolio B (loans to SMEs with a business history of more than 36 months).

1) Project proposal<sup>6</sup>:

a) Description of the Applicant:

- (aa) Description of the Applicant's institution (date of establishment, number of employees, shareholders etc.), legal status, and applicable regulatory framework;
- (bb) Geographical area of operations and branch network in Cyprus (including identification of branches facilitating accessibility to disabled persons);
- (cc) Description of Applicants governing and management bodies and corporate governance structure.

b) Information on the Applicant's present activities:

- (aa) Commitment to SME lending in Cyprus:
  - (i) Overall strategy of the Applicant in general and SME lending strategy in particular, positioning vis-à-vis competitors in SME lending segment, product range offered in the SME lending segment, expected impact of current market environment on SME lending (e.g. tighter lending criteria, etc);
  - (ii) Total volume and number of SME loans outstanding in each SME sub-segment (breakdown by micro, small and medium enterprises, if available) on a yearly basis for the last five financial years (including year to date data for the current financial year);
  - (iii) Total volume and number of new SME loans in each SME sub-segment (breakdown by micro, small and medium enterprises, if available) granted by the Applicant annually over the last five financial years (including year to date data for the current financial year);
  - (iv) Share of newly granted SME loans in the Applicants total commercial lending portfolio both in terms of volume and number (on an annual basis over the last five financial years – including year to date data for current financial year);
  - (v) Total volume and number of newly granted loans to SMEs in the start-up and newly established phase, with business history of less

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<sup>6</sup> SME related data and information to be provided in accordance with the definition of SMEs as presented in section 1 "Definitions and Interpretation", under Call for EoI, page 2.

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than 36 months, (on an annual basis over the last five financial years – including year to date data for current financial year);

- (bb) Current pricing and collateral policy for comparable loans (in terms of maturity, purpose, etc.) to a similar target group, including:
  - (i) Interest rate (split into cost of funding and margin over cost of funding);
  - (ii) Up-front fees and any other non-interest payments.

Information to be provided in accordance to the framework of the tables 1a and 2 presented below, under section c.

### c) Information on the implementation of the Financial Instrument by the Applicant:

- (aa) General implementation strategy (e.g. how the Financial Instrument will be promoted regionally and nationwide, publicity strategy, procedures for allocation of loans, etc);
- (bb) Indicative industry, geographical breakdown and SME size (i.e. micro vs. small) of the loans to be granted under the Financial Instrument with the objective of forming a new, well diversified portfolio, also taking into consideration the specific features of the Financial Instrument as described in Annex 2.

Applicants are invited to present within the new portfolio to be built up, proposals aiming to promote those particular areas described in the Quality Assessment Criteria 2.5-2.7 (i.e. a. loans promoting objectives linked to the Operational programme “Sustainable Development and Competitiveness” - see relevant information linked to the sectors/projects as specified in Annex 2 part I, section “Operational Programme contributing sectors/projects”), b. loans promoting environmental sustainability and c. loans promoting gender equality and non discrimination);
- (cc) Indicative average expected maturity of the newly granted loans under the Financial Instrument, taking into consideration the provisions of Annex 2 and the objective to provide longer loan maturities to Eligible SMEs;
- (dd) Lending criteria, proposed pricing and collateral requirements, including the proposed minimum and maximum pricing (i.e. pricing to be submitted in ranges) to be applied on the new loan portfolio to be established under this Financial Instrument - submitted in accordance with the table that follows - and other terms and conditions to be applied to the loans covered by this Financial Instrument, taking into consideration the provisions of Annex 2 and the objective to provide better financing terms to Eligible SMEs;
- (ee) Applicants are requested to specify the proposed size of the portfolio of new loans to be originated during the Availability Period, taking into consideration the guarantee coverage, the amount available as well as the maximum allowed cap rate for this financial instrument;

Table1 - Proposed Collateral and Interest rate to be charged on the new SME loans covered by the Financial Instrument.

Table1a

Loans to be awarded on the basis of standard collateral requirements		Category 1 High risk Eligible SMEs	Category 2 Standard risk Eligible SMEs
Standard Collateral	Requested level of Collateral (%)		
	Interest rate (including applicable base rate)		
	of which risk-related margin (bp)		

Applicants are requested to submit an offer (on the basis of the Table 1a above) specifying the standard requested level of collateral (i.e. acceptable collateral level for allocation of the loan) and the corresponding interest rate that will be charged to Eligible SMEs that meet the standard collateral requirements under this Financial Instrument. The offer will form part of the Quality Assessment Criterion 2.3, presented in Annex 2, Part II, section 2, it will be evaluated on the basis of the methodology explained under Note 3 of Annex 2, Part II, section 3, and will become a contractual obligation for the Applicant, if selected.

Table 1b

Loans to be awarded on the basis of reduced collateral requirements		Category 1 High risk Eligible SMEs	Category 2 Standard risk Eligible SMEs
Reduced Collateral	Requested level of Collateral (%)		
	Interest rate (including applicable base rate)		
	of which risk-related margin (bp)		

above) specifying the acceptable requested level of reduced collateral and the corresponding interest rate that will be charged to Eligible SMEs under this Financial Instrument. The offer, as for the standard collateral scenario, will form part of the Quality Assessment Criterion 2.3, presented in Annex 2, Part II, section 2, it will be evaluated on the basis of the methodology explained under Note 3 of Annex 2, Part II, section 3, and will become a contractual obligation for the Applicant, if selected.

**Base rate:** Euribor rate (1 month, 3 months or 6 months depending on the repayment frequency of each loan allocated under this Financial Instrument).

Note: Loans to be provided at Euribor based base rates. Applicants, apart from the total interest rate to be charged as indicated in the table above are also asked to indicate separately the applicable Euribor base rate as well as the expected repayment frequency intended to be applied in the context of this Financial Instrument.

**Comments by the Applicant:**

**Table 2 - Fees to be applied on the new SME loans covered by the Financial Instrument:**

Nature of fees	Value	Single payment	Monthly	Annual	Comments, remarks
Administration fee		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fee for the loan granting, loan maturity extension, increase in the loan amount		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fee for amendment of terms under the loan agreement terms		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other fees, if any (please provide details)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Note: The offer will form part of the Quality Assessment Criterion 2.3, presented in Annex 2, Part II, section 2, and will become a contractual obligation for the Applicant, if selected.

- (ff) Estimate of the expected timing for initiation of operations following the signature of the Operational Agreement and also estimate of the full drawdown of the Financial Instrument to Eligible SMEs;

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- (gg) Description of the origin of the sources used to finance the new loans (e.g. Applicants own resources raised in the capital markets through bond issues).
- 2) Information on the Applicant's IT systems, reporting mechanisms, monitoring procedures and controls, currently utilised in its normal activity (also to be utilised for the implementation of the Financial Instrument);
  - 3) Annual reports for the last three financial years, including audited financial statements;
  - 4) Certified copy of banking license or other requisite license or, if not available, other proof of the Applicant's authorisation allowing for the implementation of the Financial Instrument in Cyprus;
  - 5) In the case where a Financial Intermediary and/or its mother company is externally rated, information on the actual external rating of the Applicant and/or its mother company including the relevant rating report(s) from at least one of the following rating agencies: (i) Moody's Investor Service Limited, (ii) Standard & Poor's, a division of The McGraw-Hill Companies, Inc. or (iii) Fitch Ratings Ltd. Further, information on any change of the rating within the last two years;
  - 6) Appropriate evidence of the representative's authorisation to act for and on behalf of the Applicant (signatory powers);
  - 7) Declaration on absence of conflict of interest as per template provided in Appendix 3, duly signed;
  - 8) Statement regarding situations of exclusion - 1 as per template provided in Appendix 4, duly signed;
  - 9) Statement regarding situations of exclusion - 2 as per template provided in Appendix 5: Declaration of compliance with Community and National rules and policies, duly signed.

The pre-selected Applicants will be requested to submit additional information to complement their Expressions of Interest before or during the due diligence process. This will indicatively include inter alia:

**A. Detailed information on the Applicant's operating principles and procedures applied to SME lending:**

- (i) Origination;
- (ii) Risk assessment procedures (internal rating / scoring system);
- (iii) Loan approval procedures;
- (iv) Collateral requirements (valuation, haircuts);
- (v) Monitoring and early warning signals;
- (vi) Recovery procedures (what steps are taken and when; which departments are involved);
- (vii) Risk management: methods utilised for loss forecasting, provisioning and credit risk management on portfolio level;
- (viii) Summary of changes to the Financial Intermediary's operating principles and procedures due to the current financial crisis.

**B. Information on the Applicant's total lending portfolio over the last 5 financial years:**

- (i) Composition and concentration of the outstanding loan portfolio;
- (ii) Non-performing loans (outstanding non-performing loans /outstanding loan amount) as of the end of each financial year and year to date data for the current year) for the past five financial years - both in terms of number and volume;

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- (iii) Annual defaults, net losses and bad debt provisions;
- (iv) Recoveries and recovery periods.



Appendix 3 to Expression of Interest

DECLARATION OF ABSENCE OF CONFLICT OF INTERESTS

The undersigned declares that neither (i) the Applicant nor (ii) he/she/they personally as authorised representative(s) of the Applicant have a direct or indirect interest of such a nature and scale that may affect the performance of the tasks assigned to the Applicant under any Operational Agreement referred to in the Call for Expression of Interest No. JER-008/2010/2.

The undersigned is/are aware that a conflict of interest could arise in particular as a result of economic interests, political or national affinities, family or emotional ties, or any other relevant connection or shared interest.

The Applicant will inform EIF, without delay, of any situation constituting a conflict of interest or which could give rise to a conflict of interest.

Furthermore, the Applicant and the undersigned in his/her/their capacity as duly authorised representative(s) of the Applicant confirm to have read the EIF Anti-Fraud Policy and declare not to have made nor to make any offer of any type whatsoever from which an advantage can be derived under the Operational Agreement and not to have granted nor to grant, not to have sought nor to seek, not to have attempted nor to attempt to obtain, and not to have accepted nor to accept, any advantage, financial or in kind, to or from any party whatsoever, constituting an illegal practice or involving corruption, either directly or indirectly, as an incentive or reward relating to signing of the Operational Agreement.

Yours sincerely,

Signature:

Name and position in capitals:

Applicant's name

Place:

Stamp of the Applicant's (if applicable):

Date (day/month/year):

Appendix 4 to Expression of Interest

STATEMENT REGARDING SITUATIONS OF EXCLUSION - 1

The undersigned certifies/certify that the (Applicant) is not in any of the situations which would exclude it from taking part in this Call for Expression of Interest and accordingly declare(s) that the (Applicant):

- i) has never been the subject of a conviction by final judgment for one or more reasons listed below:
  - participation in a criminal organisation, as defined in Article 2 (1) of the Council Joint Action 98/733/JHA<sup>1</sup>;
  - corruption, as defined in the Council Act of 26 May 1997 and in Article 3 (1) of the Council Joint Action 98/733/JHA;
  - fraud within the meaning of Article 1 of the Convention drawn up on the basis of Article K.3 of the Treaty on European Union, on the protection of the European Communities' financial interests<sup>2</sup>;
  - money laundering as defined in the Directives 2005/60/EC<sup>3</sup> of 26 October 2005 and 2006/70/EC<sup>4</sup> of 1 August 2006, and Directive 2001/97/EC of 4 December 2001<sup>5</sup>;
- ii) has not performed any act which may be qualified as illegal activity in the meaning of the terms of the EIF Anti-Fraud Policy;
- iii) is not bankrupt or is being wound up, where its affairs are not being administered by the court, where it has not entered into an arrangement with creditors, where it has not suspended business activities or is not in any analogous situation arising from a similar procedure under national laws and regulations;
- iv) is not the subject of proceedings for a declaration for bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;

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<sup>1</sup> Joint Action of 21 December 1998 adopted by the Council on the basis of Article K.3 of the Treaty on European Union, on making it a criminal offence to participate in a criminal organisation in the Member States of the European Union (Official Journal of the European Union L351 of 29.12.1998), as amended from time to time.

<sup>2</sup> Council Act of 26 July 1995 drawing up the Convention on the protection of the financial interests of the European Communities (Official Journal of the European Union C316 of 27.11.1995), as amended from time to time..

<sup>3</sup> Directive 2005/60/EC of the European Parliament and of the Council of 26 October 2005 on the prevention of the use of the financial system for the purpose of money laundering and terrorist financing (Official Journal of the European Union L309 of 25.11.2005), as amended from time to time.

<sup>4</sup> Commission Directive 2006/70/EC of 1 August 2006 laying down implementing measures for Directive 2005/60/EC of the European Parliament and of the Council as regards the definition of 'politically exposed person' and the technical criteria for simplified customer due diligence procedures and for exemption on grounds of a financial activity conducted on an occasional or very limited basis (Official Journal of the European Union L214 of 4.8.2006), as amended from time to time.

<sup>5</sup> Directive 2001/97/EC of the European Parliament and of the Council of 4 December 2001 amending Council Directive 91/308/EEC on prevention of the use of the financial system for the purpose of money laundering (Official Journal of the European Communities L 344 of 28.12.2001), as amended from time to time.

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- v) is not “a firm in difficulty” within the meaning of Article 2.1 of the Community guidelines on State aid for rescuing and restructuring firms in difficulty<sup>1</sup>;
- vi) no member of its senior management has been convicted as a consequence of a judgment which has the force of *res iudicata*, in accordance with the legal provisions of the country of any offence concerning its professional conduct;
- vii) no member of its senior management has been guilty of grave professional misconduct;
- viii) has fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which it is established;
- ix) has fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which it is established and in the countries where it operates, as applicable;
- x) is not found to have provided serious misrepresentation in supplying the information required in accordance with the Call for Expression of Interest or has supplied such information.

The Applicant and the undersigned in his/her/their capacity as duly authorised representative of the Applicant commit to provide all evidence to the above, upon request by the JT or EIF.

Signature:

Stamp of the Applicant (if applicable):

Name and position in capitals:

Applicant's name

Place:

Date (day/month/year):

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<sup>1</sup> Communication from the Commission – Community Guidelines on State aid and restructuring firms in difficulty (Official Journal of the European Union C 244 of 1.10.2004), as amended or substituted by future Community guidelines from time to time.

Appendix 5 to Expression of Interest

STATEMENT REGARDING SITUATIONS OF EXCLUSION - 2

DECLARATION OF COMPLIANCE WITH COMMUNITY AND NATIONAL RULES AND POLICIES

The undersigned certifies/certify that the (Applicant) is not in any of the situations which would exclude it from taking part in this Call for Expression of Interest and accordingly declare(s) that the (Applicant):

- i) Complies with all Community and National rules and policies in relation to Competition and confirms its willingness and readiness to undertake its responsibility for ensuring that loans originated under this Financial Instrument respect the provisions of *De Minimis Regulation*<sup>1</sup> (as specified in Annex 2);
- ii) Complies with all Community and National rules and policies in relation to the goal of protecting and improving the environment and promoting sustainable development;
- iii) Complies with all Community and National rules and policies in relation to gender equality and non-discrimination;
- iv) Confirms its willingness and readiness to respect the information and publicity provisions applicable to this Financial Instrument.

Yours sincerely,

Signature:

Stamp of the Applicant's (if applicable):

Name and position in capitals:

Applicant's name

Place:

Date (day/month/year):

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<sup>1</sup> Commission Regulation (EC) No 1998/2006 of 15 December 2006 on the application of Articles 87 and 88 of the Treaty to de minimis aid (Official Journal of the European Union L379 of 28.12.2006, p.5), as amended, (the "**De Minimis Regulation**").

ANNEX 2 to the Call for Expression of Interest No JER-008/2010/2

First Loss Portfolio Guarantee Financial Instrument: Description and Selection Criteria

Part I: Description of the Financial Instrument

Capitalised expressions utilised herein shall have the meaning attributed to them in the above mentioned Call for Expression of Interest.

**1 Rationale**

The purpose of the Financial Instrument is to support loans to eligible SMEs by providing credit risk protection (in the form of a first loss portfolio capped financial guarantee) in order to reduce the particular difficulties certain SMEs face in accessing finance because of the lack of sufficient collateral in combination with the relatively high risk they represent.

The Financial Instrument aims to support loans to two different groups of SMEs and therefore offers credit risk coverage on two types of portfolios:

- Portfolio A – portfolio of loans to SMEs in the start-up and newly established phase (with business history of less than 36 months), a category of SMEs that is by definition considered to be very risky and which often faces collateral constraints,
- Portfolio B – portfolio of loans to SMEs with business history of more than 36 months, which may also face collateral constraints in their efforts to access finance, not least due to the current economic conditions.

**2 Structure**

The Financial Instrument shall partly cover the credit risk associated to underlying newly originated Eligible Loans included in the guaranteed Portfolio. In order to ensure an alignment of interest between the Financial Intermediary and the EIF acting through the JT, the Financial Instrument shall offer risk coverage on a loan by loan basis at a Guarantee Rate of 50%, subject to a maximum liability in respect of loan losses expressed as Cap Amount and Cap Rate and calculated on a Portfolio basis.

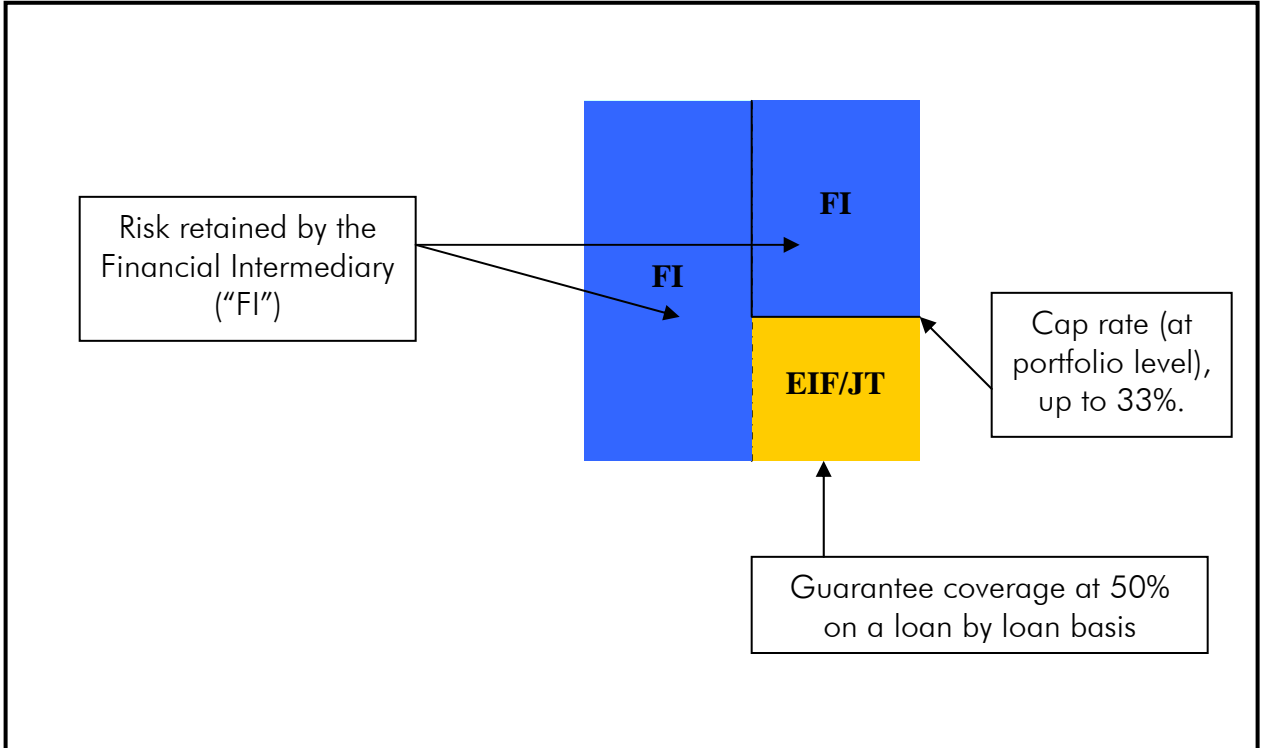
The Financial Instrument shall cover defaulted amounts of principal and interest incurred until the date of default in respect of Eligible Loans up to a predetermined Cap Amount.

The origination, due diligence, documentation and servicing of the Eligible Loans shall be performed by the Financial Intermediary in accordance with its standard origination and servicing procedures.

In this context, the Financial Intermediary shall have the sole direct client credit relationship with each SME.

Eligible Loans (according to pre-defined Eligibility Criteria on a loan-by-loan and Portfolio level) will be automatically covered by the Financial Instrument, by way of submitting inclusion notices on a quarterly basis.

3 The Financial Instrument



#### 4 Indicative Summary of Transaction Terms

These indicative terms are an outline of the principal terms and conditions for the Financial Instrument described herein, which are subject to change and non-exhaustive. This document is intended to provide a basis for discussions and does not constitute an offer nor a binding commitment – either implicit or explicit – on the part of EIF or any entity.

When used in this section 4, the term “EIF” means EIF acting through the JT.

Structure	First loss portfolio capped financial guarantee providing credit risk coverage on a loan by loan basis for a portfolio (the “ <b>Portfolio</b> ”) of newly originated Eligible Loans. The Guarantee shall cover losses incurred by the Financial Intermediary in respect of each defaulted Eligible Loan in accordance with the Guarantee Rate. Losses covered by the Financial Instrument in respect of the Portfolio of Eligible Loans shall in aggregate not exceed the Cap Amount agreed in the Guarantee Agreement between EIF and the relevant Financial Intermediary.
Governing law and language	The terms of the Financial Instrument shall be in the English language and shall be governed by the laws of England.
Eligible SMEs	<p>Micro (including individual entrepreneurs/self employed persons) and small enterprises as defined in the Commission Recommendation 2003/361/EC, excluding “firms in difficulty” as these are defined in the Article 2.1 of the Community guidelines on State aid for rescuing and restructuring firms in difficulty (OJ C 244, 1.10.2004, p. 2.), as amended, restated, supplemented and/or substituted from time to time.</p> <p>For the avoidance of doubt, should one Financial Intermediary be selected to receive a First Loss Portfolio Guarantee in respect of both Portfolios (i.e. Portfolio A and Portfolio B), two separate Operational Agreements shall be concluded each covering one of the Portfolios.</p> <p>A number of industries will be supported, except:</p> <ul style="list-style-type: none"> <li>a. Illegal Economic Activities <ul style="list-style-type: none"> <li><i>Any production, trade or other activity, which is illegal under the laws or regulations of the home jurisdiction for such production, trade or activity.</i></li> <li><i>Human cloning for reproduction purposes is considered an Illegal Economic Activity.</i></li> </ul> </li> <li>b. Tobacco and Distilled Alcoholic Beverages <ul style="list-style-type: none"> <li><i>The production of and trade in tobacco and distilled alcoholic beverages and related products.</i></li> </ul> </li> <li>c. Production of and Trade in Weapons and Ammunition <ul style="list-style-type: none"> <li><i>The financing of the production of and trade in weapons and ammunition of any kind.</i></li> </ul> </li> </ul>

	<p>d. Casinos <i>Casinos and equivalent enterprises.</i></p> <p>e. IT Sector Restrictions <i>Research, development or technical applications relating to electronic data programs or solutions, which</i> <i>(i)aim specifically at:</i></p> <p style="padding-left: 40px;"><i>(a) supporting any activity included in the EIF Restricted Sectors referred to under 2. a to d above;</i></p> <p style="padding-left: 40px;"><i>(b) internet gambling and online casinos; or</i></p> <p style="padding-left: 40px;"><i>(c) pornography,</i></p> <p><i>or which</i></p> <p style="padding-left: 40px;"><i>(ii) are intended to enable to illegally</i></p> <p style="padding-left: 80px;"><i>(a) enter into electronic data networks; or</i></p> <p style="padding-left: 80px;"><i>(b) download electronic data.</i></p> <p>f. Life Science Sector Restrictions <i>When providing support to the financing of the research, development or technical applications relating to</i></p> <p style="padding-left: 40px;"><i>(i) human cloning for research or therapeutic purposes; or</i></p> <p style="padding-left: 40px;"><i>(ii) Genetically Modified Organisms (“GMOs”),</i></p> <p><i>EIF will require from the EIF counterpart appropriate specific assurance on the control of legal, regulatory and ethical issues linked to such human cloning for research or therapeutic purposes and/or Genetically Modified Organisms.</i></p> <p>g. Undertakings active in the fishery and aquaculture sectors, as covered by Council Regulation (EC) No 104/2000;</p> <p>h. Undertakings active in the primary production of agricultural products, as listed in Annex I to the Treaty on the functioning of the European Community;</p> <p>i. Additional excluded sectors presented in Article 1 (c-g) of the <i>De Minimis</i> Regulation.</p> <p>The Eligible SME shall be established and operating in Cyprus<sup>1</sup>.</p>
<p>Operational Programme contributing sectors/projects</p>	<ul style="list-style-type: none"> <li>- Renewable energy;</li> <li>- Research and development;</li> <li>- Information and Communications Technology;</li> </ul>

<sup>1</sup> It is noted that , according to the Protocol 10 of the Accession Treaty of the Czech Republic, the Republic of Estonia, the Republic of Cyprus, the Republic of Latvia, the Republic of Lithuania, the Republic of Hungary, the Republic of Malta, the Republic of Poland, the Republic of Slovenia and the Slovak Republic to the European Union, the application of Community Acquis shall be suspended in those areas of the Republic of Cyprus in which the Government of the Republic of Cyprus does not exercise effective control. In addition, according to the Protocol 3 of the above mentioned Treaty, the Sovereign Base Areas of the United Kingdom of Great Britain and Northern Ireland, in Cyprus, are not included in the eligible areas.



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	<ul style="list-style-type: none"> <li>- Technology upgrade for manufacturing services;</li> <li>- Solid waste (i.e. recycling systems);</li> <li>- Waste water (water saving systems, consultancy related to the creation of biological stations etc);</li> <li>- Culture and social services.</li> </ul> <p>During the build up of the Portfolio, the Financial Intermediary should consider satisfying, to the extent possible, the abovementioned sectors/projects promoted by the Operational Programme “Sustainable Development and Competitiveness” that supports the JEREMIE initiative in Cyprus. Such measures should be described within the Expression of Interest (e.g. the project proposal/implementation strategy).</p>
Eligible Loans	<p>Loans to Eligible SMEs originated by the Financial Intermediary and complying, <i>inter alia</i>, with the following criteria:</p> <ul style="list-style-type: none"> <li>- investment (tangible and intangible assets) loans and/or development or expansion loans, including necessary working capital (it being understood that operating costs (such as rent or salaries) do not qualify as working capital);</li> <li>- fixed repayment schedule (i.e. credit lines are not eligible);</li> <li>- amortising loans (i.e. bullet loans are not eligible);</li> <li>- maximum pricing and collateralisation levels as determined on the basis of the offer submitted by the Applicant and as agreed in the Operational Agreement;</li> <li>- maturity of minimum 24 months and maximum 120 months including a grace period (for capital repayment) of up to 1/3 of the loan maturity, with maximum 2 years;</li> <li>- denominated in EUR;</li> <li>- origination period: newly originated loans either (i) entered into by the Financial Intermediary during the Availability Period or (ii) approved during the Availability Period and in respect of which amounts have been drawn down for the first time by SMEs within 6 months from the end of the Availability Period.</li> </ul>
Eligible Loan Amount	<p>Eligible SMEs could potentially apply more than once for loans allocated in the context of this Financial Instrument provided that the aggregate nominal amounts of the loans granted to one Eligible SME and covered by the Financial Instrument do not exceed:</p> <ul style="list-style-type: none"> <li>- EUR 70,000 in case the respective Eligible SME is in the start-up and newly established phase with a business history of up to 36 months;</li> <li>- EUR 100,000 in case the respective Eligible SME has a business</li> </ul>

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	history of more than 36 months.
Continuing Criteria	The Financial Instrument shall apply only to loans satisfying at all times certain criteria, including ensuring that no Irregularity has occurred, where "Irregularity" means the infringement of a provision of European Union law resulting from an act or omission by the Financial Intermediary and/or a SME which is the borrower of a loan which has, or would have, the effect of prejudicing the general budget of the European Union by charging an unjustified item of expenditure to the general budget.
Exclusion Process	<p>At any time EIF shall have the right to verify whether a Financial Intermediary complies with the Eligible Loan, Eligible SME and Continuing Criteria above (such criteria, the "<b>Eligibility Criteria</b>").</p> <p>If EIF considers that a Loan does not comply with such Eligibility Criteria or any undertakings, requirements or requests, or if it becomes unlawful for the Financial Instrument to cover a loan, EIF may exclude such loan from the Portfolio. As a result, such excluded loan shall not be taken into account for the purposes of calculating the Actual Volume of the Portfolio.</p>
Right of Clawback by EIF	In specified circumstances, EIF will be entitled to be repaid by the Financial Intermediary, or to require the Financial Intermediary to request repayment from the relevant SME (final beneficiary), as the case may be, of certain amounts, including any amounts paid by EIF in excess of the Cap Amount, any excess amount paid by EIF as a result of an exclusion of a loan from the Portfolio or any amount payable by the Financial Intermediary as a result of fraud or illegality.
Actual Volume	<p>The aggregate amount of the principal committed to be available under Eligible Loans included in the Portfolio from time to time, provided that, for the avoidance of doubt:</p> <p>(i) if any loan is prepaid and/or repaid, then this shall not reduce the Actual Volume; and</p> <p>(ii) if a loan is excluded from the Portfolio, then such loan shall not be taken into account for the calculation of the Actual Volume.</p>
Agreed Volume	The maximum aggregate amount of newly originated Eligible Loans to be covered by the Financial Instrument, as agreed in the Operational Agreement.
Guarantee Rate	The Financial Instrument shall cover losses incurred by the Financial Intermediary in respect of each defaulted Eligible Loan in accordance with the Guarantee Rate. The Guarantee Rate shall be 50% of the losses covered by the Financial Instrument.
Guarantee Cap Rate	The Cap Rate, expressed as a percentage of the Actual Volume, is fixed individually for each Portfolio having regard to its expected ex-ante risk profile.

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	<p>Losses covered by the Financial Instrument in respect of the Portfolio of Eligible Loans shall not in aggregate exceed the Cap Amount.</p> <p>The Cap rate can be up to 33% of the Actual Volume.</p>
Cap Amount	<p>The amount, expressed in Euro, as agreed in the Operational Agreement, at which EIF's obligation to pay under the Financial Instrument shall be capped and which shall be the maximum liability of the JT under the Financial Instrument, calculated as a function of (i) the lower of the Actual Volume and the Agreed Volume, (ii) the Guarantee Rate, (iii) the Cap Rate and iv) the Disbursement Ratio.</p>
Disbursement Ratio	<p>At a given time, the ratio, expressed as a percentage, equal to the quotient of: (i) the sum of the disbursed principal amounts relating to all Eligible Loans included in the Portfolio at such time and (ii) the Actual Volume at such time.</p>
Adjustment of the Actual Volume	<p>In respect of each loan included in the Portfolio, if on the date falling earlier of the following dates (The "Adjustment Date"):</p> <ol style="list-style-type: none"> <li>1. the end of a disbursement period when amounts are available for utilisation by an SME,</li> <li>2. the date which is six months prior to 31 December 2015,</li> <li>3. the date falling twelve months after the end of the Availability Period</li> </ol> <p>the committed amount of principal has not been fully drawn by an SME the Actual Volume shall be adjusted to reflect the actual amount of principal drawn by the relevant SME. The Financial Intermediary shall reflect any such adjustment in the immediately following Report delivered to EIF.</p> <p>If the Actual Volume is adjusted pursuant to (1) above, the Financial Intermediary may include further loans meeting the Loan Eligibility Criteria up to and to extent that the Actual Volume does not exceed the Agreed Volume.</p> <p>If amounts are drawn under an Eligible Loan after the Adjustment Date and the Financial Intermediary suffers a loss after such date, the amount of such loss covered by the Guarantee shall be covered pro-rata to the principal disbursed before the Adjustment Date.</p>
Guarantee Final Termination Date	<p>The Guarantee will terminate on the earlier of: (i) six month following the Latest Loan Maturity Date; (ii) the date on which an Early Termination (if any) has occurred and (iii) the date (if any) on which the EIF is no longer liable to effect further payments to the Financial Intermediary and has no further claims under the Guarantee.</p>
Latest Loan Maturity Date	<p>Means the latest day on which Eligible Loan(s) included in the Portfolio are scheduled to be repaid by the relevant SME in accordance with the original scheduled repayment provisions of the documentation governing such</p>

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	Eligible Loan agreements.
Availability Period	<p>Typically 24 months from date of signature of the Operational Agreement. During this period Eligible Loans may be included by the Financial Intermediary in the Portfolio for cover. Such inclusion of Eligible Loans shall occur automatically upon receipt by EIF of an inclusion notice submitted by the Financial Intermediary on a quarterly basis. For the avoidance of doubt the Eligible Loans so included shall be deemed to be covered by the Guarantee from the date of the signature of such Eligible Loans.</p> <p>The underlying Eligible Loans to be covered by the Guarantee shall be:</p> <p>(i) Eligible Loans entered into within the Availability Period; or</p> <p>(ii) Eligible Loans not entered into before the end of the Availability Period but approved during the Availability Period and in respect of which amounts have been drawn for the first time by SMEs within 6 months from the end of the Availability Period.</p>
Guarantee cover	Losses deriving from principal and interest unpaid at the time of default, excluding late payments, default interest, capitalised interest and fees. The EIF will rank pari passu with Financial Intermediaries with respect to recoveries as further described in "Servicing and Recoveries" below; recoveries paid to EIF shall be net of recovery/foreclosure costs.
Default definition (applicable to Eligible Loans)	Applicable default definition in line with Basel II requirements (a "Default").
Guarantee payment	Following a Default under an Eligible Loan complying with the provisions of the Operational Agreement and subject to receiving a valid guarantee call from the Intermediary with respect to such Eligible Loan, EIF shall make guarantee payments under the Financial Instrument within 90 days following receipt of such guarantee call.
Events of Default under the Guarantee	Standard events of default (typically: failure to pay, breach of agreement, illegality and bankruptcy). The occurrence of an event of default with respect to the Financial Intermediary would result in the termination of the Guarantee Agreement (such event, an "Early Termination"). No payments will be made by EIF if an Event of Default or potential Event of Default relating to the Financial Intermediary has occurred or is continuing.
Guarantee Fee Amount and Percentage	<p>Guarantee Fee Amount is a non-refundable guarantee fee expressed in EUR paid by the Financial Intermediary to the EIF (for the benefit of the JT) and calculated for each Eligible Loan included in the Portfolio either:</p> <p>i) In case of one-off upfront guarantee fee: calculated for each Eligible Loan included in the Portfolio as a one-off upfront fee equal to the product of the Guarantee Fee , the Eligible Loan amount and the Guarantee Rate (calculated and charged by the Financial Intermediary to the SME at the moment of the loan signature or first disbursement to the SME), or</p>

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	<p>ii) In case of periodic guarantee fee: as the product of the appropriate Guarantee Fee and the actual outstanding guaranteed SME loan amount in a period (calculated as outstanding loan amount times the Guarantee Rate).</p> <p>The Financial Intermediary shall undertake in the Guarantee Agreement to disclose, in the documentation governing each Eligible Loan entered into between the Financial Intermediary and the SME, the existence and the modalities of payment of the Guarantee Fee (including the Guarantee Fee Percentage).</p> <p>To be noted that in order to better support Eligible SMEs a favourable Guarantee Fee Percentage is expected to be charged. The level of such Guarantee Fee Percentage shall be decided by the EIF, in collaboration with the Managing Authority, at a later stage and communicated to the selected Financial Intermediary accordingly. The level of the Guarantee Fee Percentage “discount” offered, compared to the EC’s safe harbour rates ,as communicated by the Commission Notice on the application of Articles 87 and 88 of the EC Treaty to State aid in the form of guarantees<sup>1</sup>, shall be appropriately communicated to the respective Eligible SMEs.</p> <p>In case the Guarantee Fee would have been paid to EIF on a SME Loan that would have then be excluded from the Portfolio, as a result of irregularity or breach of the Loan Eligibility Criteria, the Guarantee Fee will not be repaid to the Financial Intermediary.</p>
<p>Pricing and collateral requirements of the underlying Eligible Loans</p>	<p>The Eligible Loans shall be offered to the Eligible SMEs on the basis of the pricing and collateral policy submitted by the selected Financial Intermediary under the Expression of Interest (c.f. quality assessment criteria).</p> <p><u>Note for pricing policy:</u> When submitting their proposed pricing policy, the Applicants should take into consideration that the Financial Instrument will cover 50% of the risk exposure of each Eligible Loan (up to the Cap Rate). The Guarantee Fee charged by EIF shall be added to the pricing proposal submitted by the selected Financial Intermediary.</p> <p><u>Note for collateral policy:</u> The collateral policy submitted by the Financial Intermediaries under the Expression of Interest shall take into consideration the risk coverage provided by the Financial Instrument.</p>
<p>Other terms and conditions (if</p>	<p>Other terms and conditions for the Eligible Loans originated under the Financial Instrument should be applied by the Financial Intermediary in</p>

<sup>1</sup> Commission Notice on the application of Articles 87 and 88 of the EC Treaty to State aid in the form of guarantees (Official Journal of the European Union C155 of 20.06.2008) as amended by time to time, including by the Corrigendum to Commission notice on the application of Articles 87 and 88 of the EC Treaty to State aid in the form of guarantees (Official Journal of the European Union C244 of 25.09.2008).

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applicable)	accordance with the policies submitted under the Expression of Interest.
Reutilisation	Not permitted. Upon repayment of the Eligible Loans the corresponding portion covered by the Financial Instrument will be freed up.
Servicing and Recoveries	<p>The Financial Intermediary shall perform the servicing of the Portfolio, including monitoring and recovery actions.</p> <p>Recoveries net of recovery costs (if any) are shared pro-rata between EIF and the Financial Intermediary according to the Guarantee Rate.</p> <p>The Financial Intermediary shall enforce any security in relation to each defaulted Eligible Loan in accordance with its internal guidelines and procedures.</p>
Reporting	<p>Financial Intermediaries shall provide EIF with quarterly information in a standardised form and scope, defined by the EIF.</p> <p>An indicative reporting template is provided along this Call for information. Regular controls and verifications will be performed by the EIF in order to ensure compliance with the specifications and provisions of this Financial Instrument.</p>
State Aid requirements	<p>Financial Intermediaries shall be responsible for ensuring that loans originated respect the provisions of the <i>de minimis</i> aid regulation<sup>1</sup>, in accordance to the State aid assessment performed by the responsible State aid Commissioner in Cyprus. In this context, they shall be responsible for the calculation of the Gross Grant Equivalent (“GGE”) and also for following the appropriate monitoring procedure as this is stipulated in the EC Reg 1998/2006, article 3.</p> <p>The awarding of De minimis aid shall be properly communicated to the eligible SMEs in accordance to the recommendations of the State aid Commissioner in Cyprus.</p>
Monitoring and Audit	Financial Intermediaries and the relevant SMEs (final beneficiaries) shall agree to allow and to provide access to documents and premises related to the relevant Financial Instrument to the representatives of the Cypriot Government, the European Commission (including the European Anti-Fraud Office (OLAF)), the European Court of Auditors, EIF and any other authorised bodies duly empowered by applicable law to carry out audit and/or control activities. To that effect, the Financial Intermediaries shall also include appropriate provisions in each agreement with the SMEs.
Publicity	Financial Intermediaries, in line with applicable law and Structural Funds publicity provisions, shall carry out adequate marketing and publicity campaigns - as specified in the Operational Agreement - aimed at making the JEREMIE initiative known to the SMEs in Cyprus.

<sup>1</sup> Commission Regulation (EC) No 1998/2006 of 15 Dec. 2006 – on the application of Articles 87 and 88 of the Treaty to *de minimis* aid.

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	<p>In particular, the selected Financial Intermediary will be contractually required to:</p> <ul style="list-style-type: none"> <li>• Product labelling: The name of the product should clearly point to JEREMIE (e.g. “JEREMIE Guaranteed Loans Instrument”);</li> <li>• Promote JEREMIE and the Financial Instrument through its website;</li> <li>• Insert a promotional billboard inside all branches promoting this Financial Instrument;</li> <li>• Make at least two promotional publications in the three biggest newspapers and in the two biggest financial newspapers;</li> <li>• Make available promotional leaflets in all branches promoting this Financial Instrument;</li> <li>• All documents concerning this Financial Instrument, including amongst others, loan applications, SME loan agreements, promotional material to the SMEs, etc, will contain a statement mentioning that the loan was made possible with the support of the European Regional Development Fund (ERDF) and also national resources. Appropriate text and logos is envisaged to be provided to the selected Financial Intermediary during the phase of contractual negotiations;</li> <li>• Financial benefit: The financial benefit made possible due to JEREMIE’s participation should be identified at the time of signature of the loan contract and formally communicated to the SME. The financial benefit offered should also be used as a marketing tool from the Financial Intermediary.</li> </ul>
<p>Additional Structural Fund requirements</p>	<p>This Financial Instrument is funded by EU structural funds and it is therefore subject to structural funds regulation and requirements, some of which have already being presented in Part 1 of this Annex (e.g. Monitoring and Audit, Publicity, Reporting etc). It should be noted however that more detailed information on actions necessary to ensure compliance of operations linked to this Financial Instrument with all structural funds requirements (e.g. retention of documents, environmental protection, equality and non discrimination) will be provided to and discussed with the selected Financial Intermediary during the contractual negotiations process.</p> <p>This Financial Instrument is further subject to additional national structural funds requirements. National structural funds requirements may apply, inter alia, to any amendment of Operational Agreements which may in particular be necessary if the purpose, objective, eligibility conditions, timeframe of, or the budget for, the Financial Instrument changes. Save as otherwise provided under relevant law, such changes in the Financial Instrument would only apply as of the date of implementation of the additional requirements.</p>
<p>Transfer</p>	<p>Neither EIF or the Financial Intermediary shall be entitled to transfer any or all of its rights and obligations under the Financial Instrument without the</p>

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	<p>consent of the other party, provided that EIF shall in the event that the funding agreement by which EIF was appointed as the entity establishing and operating the JT, is terminated (for any reason whatsoever) EIF at any time be entitled to transfer all or part of its rights and obligations under the Financial Instrument to any person. Appropriate arrangements will be put in place for these purposes.</p>
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Part II: Selection Criteria for the First Loss Portfolio Guarantee Financial Instrument

1. ELIGIBILITY CRITERIA		System of appraisal
		Yes/ No
1.1.	Credit institution authorised to carry out business in Cyprus under the applicable regulatory framework. To be noted that joint ventures and also consortiums can express their interest as long as they indicate/nominate one coordinating entity as a contractual counterpart for the EIF for the entire term of the Operational Agreement (in case of selection). Such Applicants are required to submit one, joint Expression of Interest.	
1.2.	Ability to deliver nationwide geographical coverage in Cyprus.	
1.3.	The Expression of Interest is prepared in accordance with Annex 1 to the Call for Expression of Interest. All necessary supporting documents are provided (in the form requested if specified).	
1.4.	The Expression of Interest is duly signed.	
1.5.	The Expression of Interest is completed and submitted in English.	
1.6.	The Expression of Interest is submitted both by registered mail and e-mail.	
1.7.	The Expression of Interest is submitted within the Deadline.	
1.8.	The Expression of Interest specifies at least the items listed in Article 43.3 of Commission Regulation (EC) No 1828/2006 <sup>1</sup> as described in Appendix 2 to Annex 1 hereof.	
1.9.	The Expression of Interest addresses all the items of the Financial Instrument, including any special conditions set out in the relevant parts of the Financial Instrument description (Part I of this Annex).	

<sup>1</sup> Commission Regulation (EC) No 1828/2006 of 8 December 2006 setting out rules for the implementation of Council Regulation (EC) No 1083/2006 laying down general provisions on the European Regional Development Fund, the European Social Fund and the Cohesion Fund and of Regulation (EC) No 1080/2006 of the European Parliament and of the Council on the European Regional Development Fund (Official Journal of the European Union L371 of 27.12.2006), as amended from time to time, including by Commission Regulation (EC) No 846/2009 of 1 September 2009 amending Regulation (EC) No 1828/2006 setting out rules for the implementation of Council Regulation (EC) No 1083/2006 laying down general provisions on the European Regional Development Fund, the European Social Fund and the Cohesion Fund and of Regulation (EC) No 1080/2006 of the European Parliament and of the Council on the European Regional Development Fund (Official Journal of the European Union L250 of 23.09.2009).

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<b>2.</b>	<b>QUALITY ASSESMENT CRITERIA</b>	<b>Max score</b>
2.1.	<p>In case of externally rated Financial Intermediaries, actual external rating by at least one of the following rating agencies: (i) Moody’s Investor Service Limited, (ii) Standard &amp; Poor’s, a division of The McGraw-Hill Companies, Inc. or (iii) Fitch Ratings Ltd, taking into account any change of the rating within the last two years.</p> <p>In case of other Financial Intermediaries, the quality of key financial ratios (a preliminary assessment of the financial standing and credit worthiness of the Financial Intermediaries will be performed on the basis of key financial ratios calculated from the audited financial statements submitted).</p>	<b>10</b>
2.2.	General quality of the project proposal and implementation strategy submitted under the Expression of Interest.	<b>15</b>
2.3.	<p>Pricing policy and collateral requirements of the Financial Intermediary, to be charged under the Financial Instrument, as submitted under the Expression of Interest.</p> <ul style="list-style-type: none"> <li>o of which offer related to the proposed collateral and interest rates (maximum interest rates - for the avoidance of doubt including applicable base rate - will be compared) – table presented in Appendix 2 sections 1a and 1b (to be automatically calculated in accordance with the methodology explained below);</li> <li>o of which offer related to the proposed fees – table presented in Appendix 2 section 2 (to be awarded in accordance to EIF’s assessment).</li> </ul>	<p><b>33</b></p> <p>30</p> <p>3</p>
2.4.	Contribution of the Expression of Interest to the objectives of the Operational Program “Sustainable Development and Competitiveness”	<b>3</b>
2.5.	Positive impact of the proposal on the environment and on creating / enhancing environmental sustainability.	<b>2</b>
2.6.	Contribution of the proposal to promote gender equality and non discrimination.	<b>2</b>
2.7.	Detailed assessment of the Financial Intermediary’s financial standing with regard to capital adequacy, provisions, liquidity, other financial ratios, its capacity to service outstanding loan portfolio, the quality of its existing SME portfolio and the rate of its non performing loans, etc. Also assessment of the Financial Intermediary’s organisational structure and corporate governance.	<b>15</b>
2.8.	<p>Detailed assessment of the Financial Intermediary’s credit worthiness and risk management with regard to credit policy (internal procedures and guidelines), origination, risk assessment (rating/scoring), loan approval procedures, collateral requirement, recovery procedures etc.</p> <p>Assessment of the administrative capacity of the Financial Intermediary: Quality of IT systems, reporting mechanisms, monitoring procedures and</p>	<b>20</b>

	controls and assessment of overall ability of the Financial Intermediary's to comply with the Financial Instrument's reporting and monitoring requirements.	
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**Explanatory notes related to the evaluation of the Quality Assessment Criteria**

**Note 1 – Method of evaluation:**

First stage: Items 2.1-2.6 will be evaluated first. Applicants who score lower than 45 points will be automatically eliminated. From those Applicants who score 45 points or more, the four highest will qualify to the second evaluation phase.

Second stage: Items 2.7-2.8 will be subsequently evaluated. Applicants who score lower than 70 points overall (first + second phase) will be automatically eliminated. The EIF may select up to two Applicants – those with the highest overall score (scoring above the minimum acceptable score of 70 points) - and initiate contractual negotiations accordingly. The EIF reserves the right to decide on the proposed allocation of the EUR 8 m available for this Financial Instrument, on the basis of the results of the assessment procedure, in case more than one Applicant is eventually selected.

To be noted that in the context of the due diligence process, EIF may take negotiation positions, which view specifically at the improvement of the access to finance for the benefit of the final beneficiary SMEs.

Reserve list: Those Applicants who score 70 or more points but are not selected for contractual negotiations of Operational Agreements will form a reserve list (valid for 1 year following notification of inclusion in the reserve list).

In case more funding becomes available within 1 year from the launching of the Call for Expression of Interest, the EIF has the discretion to consider either (i) higher allocations to the Applicants with the highest overall scores (i.e. those initially selected for contractual negotiations of Operational Agreements) or ii) initiating contractual negotiations with any of the Applicant(s) included in the reserve list, taking into consideration the results of the evaluation procedure and the ranking formed.

If, for any reason, no Operational Agreement is signed with any of the initially selected Applicant(s), the EIF reserves the right to consider either (i) increasing the amount negotiated with the other Applicant(s) initially selected (in case more than one is selected) or (ii) approach one of the Applicants inserted in the reserve list.

**Note 2 – Scoring of items 2.1-2.2, 2.4-2.6 and 2.7-2.8**

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Score for items 2.1-2.2 and 2.4-2.6 will be awarded on the basis of the initial qualitative analysis performed by the EIF. Score for items 2.7-2.8 will be awarded on the basis of the detailed full diligence performed by the EIF.

### **Note 3 – Scoring of item 2.3**

Step 1: All offers will be compared individually, for each Category of Eligible SMEs (1&2) and each financial parameter (collateral and interest rates, for the avoidance of doubt including applicable base rate, for both scenarios), i.e.  $2 * 4 = 8$  different comparisons for each portfolio.

For each comparison, the lowest offer will be compared to each individual offer (i.e. Lowest offer of all Applicants/Offer of Applicant being measured), resulting to the best offer (i.e. lowest value) achieving a rating of 1. Inferior offers will hence score proportionately lower than 1.

The individual ratings of the 8 comparisons will be subsequently aggregated and the Applicants will be ranked in descending order – The one with the highest score ranking first.

Step 2: The aggregated results will define the score awarded for this Quality Assessment Criterion, in accordance with the following principle:

Rank 1: Awarded full points

Rank 2: Awarded 90% of the points

Rank 3: Awarded 80% of the points

Rank 4: Awarded 70% of the points

Subsequent rankings will apply the same logic with 10% marks being deducted for each lower ranking accordingly.