

## **Call for Expression of Interest & Request for Proposal for the provision of advisory asset management services to the Hellenic Corporation of Assets and Participations S.A. (Growthfund)**

**29 July 2022**

### **I. Introduction**

The HELLENIC CORPORATION OF ASSETS AND PARTICIPATIONS S.A. (“Growthfund” or “Company”) operates in the public interest under the rules of private economy.

To achieve its purpose, the Company acts independently and professionally, with a long-term perspective in achieving its results, in accordance with its Internal Rules of Procedure, with guarantees of full transparency and for the purpose of increasing the value and improving the efficiency of its assets, and generating revenue for the Greek State.

According to the shareholder’s guidelines, Growthfund’s objective is the long-term boosting of economic growth through openness, as well as the promotion of citizens’ quality of life, with particular emphasis on environmental protection and social justice. Moreover, Growthfund has presented its **new Strategic Plan for the 2022 – 2024 period which among others depicts the fund’s intention to take up for the first time its investing role in the Greek Economy**. The amounts to be invested during 2022 are €10 million whereas direct investments totalling to c. € 50 m will be pursued until 2024.

**Based on the Strategic Plan, Growthfund will start institutional “programs of investments” in the Greek market. The scope of the programs will be determined as to include any potential opportunity arising in the market.**

In this context, Growthfund is interested in recruiting an Investment Company/Consortium (an investment company, or consortium or association of investment companies), to support its institutional investment programs by delivering Asset Management Services in the form of mandates either within an asset class or across asset classes/multi-asset class.

### **II. Scope of Services**

**Growthfund is soliciting proposals from qualified Investment Company /Consortium specialized in the provision of Asset Management Services who can demonstrate that they possess the organizational, functional, technical and ESG capabilities to provide and support the Company with institutional-quality Asset Management Services in their specific investment activities either within an asset class or across asset classes.**

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Interested Parties' offers must demonstrate that they are both supportive of- and aligned with- the Growthfund's objectives and compliant with our investment beliefs and policies. (Please refer to Growthfund's Investment Policy [https://www.hcap.gr/wp-content/uploads/2022/07/Investment\\_Policy\\_en\\_new.pdf](https://www.hcap.gr/wp-content/uploads/2022/07/Investment_Policy_en_new.pdf) and its Technical Supplement which can be made available upon request after having signed an NDA).

Growthfund is seeking investment services that permit to fulfil its goals as set in the Strategic Plan. Eligible services for the Growthfund consist in following principles of fiduciary responsibility, prudent rules as set forth in the Risk Policy and principles of investing on Governance, Sustainability & resilience (GSR) for Sovereign Wealth Funds as set forth in the Global Sovereign Wealth Funds Scoreboard.

Services that are sought for, apply at various granularity levels of the investment process at Growthfund's program of investments:

- a) Administrative & Custody services related to investments
- b) Multi-asset class investment services
  - a. Investment management services across asset class in the form of funds or mandate
  - b. Asset allocation across Growthfund eligible asset classes services along best-in-class risk management
- c) Strategic Investment Advisory focusing on:
  - Research on the Greek investment market on both rising opportunities and risks
  - Sourcing of investment cases that will be eligible for Growthfund
  - New Investments – making recommendations for the investment funds of 2022, with the best investment risk return profile and evaluating proposals that maybe suggested to Growthfund
  - Preparation of the relevant documented investment proposals, in accordance with industry practices, and presentation to Growthfund
  - Specialised Investment services i) bringing investments ideas alignment to objectives of the Growthfund ii) monitoring of the asset allocations iii) making recommendations to Growthfund for appropriate changes, which shall enhance effectively meeting investment objectives / opportunities iv) benchmark set-up advisory to use on the Greek market
- d) Investment services on selected eligible asset classes
  - a. Investment management services on a selected asset class in the form of funds or mandate
  - b. Asset allocation within an asset class and across the sub-asset classes services along best-in-class risk management
  - c. For private investment: access, portfolio construction and portfolio

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management of private portfolio in form of funds, or platform of direct co-investments or club/consortium-deals

- e) Investment Execution, Monitoring & Reporting
  - a. OCIO services on best execution and monitoring of investments.
  - b. Reporting – interaction with Growthfund’s Management and Investment Committee as may be required, provision of monthly performance reports, including, performance data and analysis for the total fund new investments, individual asset classes; including return and risk attribution analysis, portfolio characteristics, style and risk analysis, including holding’s analysis relative to benchmarks

### **Interested Parties must submit their offers for Growthfund’s Investment Mandate for 2022, taking into account:**

- **Capital sum(s):** Growthfund is making €10m available to exercise its first investments in 2022.
- **Return on Investment:** Competitive financial return over the long-term risk return profile.
- **Geography:** Local mandate - Greece focus 100%.
- **Time horizon:** long-term
- **Reporting currency:** € (euro)
- **Asset class(es):** To fulfil its mission, Growthfund may invest in different eligible asset classes under specific rules, benchmarks, allocations and risk appetite, forming specific portfolios that are precised by the Growthfund.

Proposed investment opportunities should consider investing sustainably, identifying long-term investment opportunities that satisfy internationally accepted ESG standards.

**Risk Outlook :** All proposals for investment opportunities must include a risk outlook for the proposed investment whereas any potential conflict of interest must be highlighted beforehand.

**Benchmarks:** Furthermore, all proposals for investment opportunities must include benchmarks for the assets suggested for investment. Benchmarks should be selected on a per - asset class basis and as an aggregate and should be aligned with Growthfund’s strategy and overall mission. The Growthfund will approve final benchmarks, while it may require other benchmarks from the proposed.

Interested Parties shall be able to perform the actions and deliverables in Greek and in English.

### III. Award Criteria

Interested Parties must, inter alia, possess and be able to demonstrate and provide undisputed evidence of their deep knowledge in assignments of this nature. The offers will be assessed on the basis of the following criteria and their respective weights:

All offers submitted must among others include a covering letter, standard templates for Due Diligence Questionnaire / documents, template of Reporting and additional proposal documents that respond to this RFP.

#### **DOSSIER A – Track Record and Experience (20%)**

- Organization and capabilities.
- Three (3) year history of assets managed by the firm. Relevant data concerning previous periods of time shall also be taken into account.
- History of firm including business type/structure, public or private, and how long it has been doing business under its present name.
- Credentials, experience and reputation.
- Existing clientele and references.
- Describe your current top three (3) accounts, including owner type, length of relationship, and assets managed for each account. Provide contact details for recommendations.

#### **DOSSIER B – Project Team (25%)**

- Proposed team composition and structure, including relevant experience of the head and the senior members of the team.
- Firm's principals, their education, their professional backgrounds.
- The professional(s) who would be directly involved with the Growthfund's accounts and their role(s).
- CVs of all members of the proposed team are required, as well as a clear description of the added value each member will bring to the team, depending on their field and their experience.

#### **DOSSIER C – Methodology (35%)**

- Interested parties should submit in their proposal a brief description of their proposed approach to the project, identifying significant issues, their working method.
- Background and quality of the manager research and asset allocation methodology
- Performance reporting capabilities - describe firm's process for monitoring performance of a client's account(s).
- Description of OCIO capabilities.
- If available, provide a representative portfolio for a client with similar characteristics.
- Description of available platforms functionality. Include also templates and any other additional documents that respond to this RFP.

#### IV. Term

The term of the services contract shall be 12 months starting on the date the agreement is signed, with Growthfund having the option to extend it, by its statement alone, for another 12 months, following written notice of the Advisor, 3 months prior to the end of the initial services agreement.

#### V. Financial Offer (DOSSIER D) (20%)

The maximum budget for the above Services is €150,000, VAT excluded, corresponding to 1.5% of the available capital sum. Growthfund may decide to award best performance with a success fee with a cap of € 50,000 upon specific targets that will be agreed after the selection and the assignment.

The financial offers submitted by Interested Parties must specify the remuneration for the whole project and include all types of expenses. Financial offers referring to total fees exceeding the above budget will not be taken into consideration.

The selected Advisor shall be requested to issue a letter of guarantee for an amount equal to 10% of the agreed fee. If the term of the contract is extended, the Advisor shall extend or issue a new letter of guarantee for 10% of the agreed fee.

The financial proposal should be completely unambiguous and will be disqualified in case it contains any statement preventing an accurate and complete comparison of the offers or referring to external circumstances.

The evaluation of the offers shall be performed based on the above-mentioned qualitative criteria under par. III and the financial offer (par. V), which will be considered with the respective weighting factor.

#### VI. Participation requirements

Participation in the RfP requires that the candidate solemnly declare and fully and unreservedly accept that:

- They meet the criteria for this RfP.
- The tender process shall be conducted solely and exclusively in accordance with the terms and conditions of this RfP.
- They fully and unreservedly guarantee that their financial offer is true and accurate.
- The submitted offer shall be binding on the candidate for a period of **three (3) months** from the date of the tender; within this period, Growthfund will have the right to invite them in writing to conclude a contract, and Interested Parties will be obligated to appear.
- Interested Parties shall have a tax and a social security clearance certificate

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and do not occur in their person or to the persons provided in the legislation in force the reasons for exclusion of articles 73 & 74 of law 4412/2016.

Each candidate submits a solemn declaration (**DOSSIER E**) where he / she declares solemnly that all the requirements for participation in the competition mentioned in this invitation are met. Growthfund may at any time both during the competition procedure or prior to the conclusion of the contract request the relevant supporting documents that certify and prove the requested data.

### **VII. Declaration of non-conflict of interest and financial standing**

The interested parties and the members of the project team shall solemnly declare that they do not have a conflict of interest with regard to the services they are requested to provide to Growthfund, and that they do not have a professional relationship, or that they do not provide such services to third parties that may constitute a conflict of interest and, if they are awarded the contract, it will be stated that the contract will not result in a conflict of interest for any of the involved parties.

In the event that external partners, employees of affiliates or other legal entities are used in a joint venture or under a subcontract, a declaration of non-conflict of interest must be included in the dossier for each legal entity with regard to the members of the project team working in it.

This declaration (**DOSSIER F**) regarding conflict of interest will be valid throughout the term of the provision of services to Growthfund.

Growthfund may at any time request that the interested parties and the members of the project team submit clarifications and evidence on issues related to conflict of interest.

Interested parties shall submit a solemn declaration (**DOSSIER G**) stating that, during the past three (3) financial years and according to their books and records, their average annual turnover was at least double the total budget of the contract.

### **VIII. Personal Data**

In the framework of submission and/or evaluation of a specific offer, Growthfund may collect and process personal data (such as personal data of legal representatives/personnel of the company/interested party, etc.) as data controller, if required. Any such processing will be carried out in accordance with the provisions of Growthfund's "Policy for the processing of Personal Data – Information Notice" which can be accessed in the following link [Policy for the Processing of Personal Data](#) and is an integral part of this RfP.

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By submitting an offer for this RfP, the interested parties are deemed to have fully and unreservedly accepted and declared the following:

- i. that they have carefully read, prior to submitting the offer for this RfP, Growthfund's "Policy for the processing of Personal Data – Information Notice", which is an integral part of this RfP and that they agree with its content.
- ii. that they have informed the natural persons/individuals whose personal data may be transferred by the interested parties to Growthfund of said transfer and of the content of Growthfund's "Policy for the processing of Personal Data – Information Notice" and have obtained their explicit consent (if required under the applicable provisions) for the transfer of their personal data to Growthfund, in accordance with the provisions of this Policy.

### **IX. Tender Terms**

1. The selection of the Advisor shall be made in accordance with the provisions of Growthfund's Procurement Regulation. The evaluation shall take into consideration the criteria outlined in Chapter III and V above. Growthfund may require any clarification, supplementation or adjustment it deems necessary of the submitted documents. The clarification or supplementation of supporting documents pertains only to ambiguities, insignificant deficiencies or obvious clerical errors that may be corrected or supplemented.
2. Interested parties that do not meet the minimum participation requirements provided above will not be allowed to participate in the selection process.
3. Growthfund hereby reserves the right to extend or amend the scope of the Advisor's task to include supplementary services (if necessary) that may be required and cannot be identified today, which will technically, legally and financially prove intrinsic to the scope of the Advisor's task according to the applicable laws.
4. Growthfund fully reserves, at its absolute discretion, the right to cancel, suspend, amend or postpone this procedure without notice, as well as to terminate any negotiations or discussions at any stage of the procedure, without being liable in any way to a participant or any other third party.
5. No responsibility or liability is or will be accepted by Growthfund or any of its directors, advisors, representatives, employees or officers for any error or statement or omission arising from this document. No person shall acquire a right or claim for compensation or any other right or claim under this RfP or from their participation in the procedure specified herein, against Growthfund or its directors or advisors, for any reason or on any ground.
6. Interested parties will be deemed to have fully and irrevocably accepted the terms

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and conditions of this tender.

7. The proposals that will be submitted are considered as suggestion to Growthfund and not as accepted proposals. Any conditional proposals and/ or any terms and conditions contained in the proposals which are not in compliance with this RfP shall not be taken into consideration and shall not bind Growthfund in any way whatsoever either in the course of the tender process or thereafter.

8. The award of the assignment is subject to the conclusion of a written contract. In case the preferred bidder fails to agree with the Company on the terms and conditions of the contract within reasonable time, the Company reserves its right at its exclusive discretion to nominate as preferred bidder and award the assignment to the substitute preferred bidder. In such case the award of assignment shall also be subject to the conclusion of a written contract.

9. Any dispute arising from or in connection with this Request for Proposal, including any submitted offers and the Contract, shall be subject to the exclusive jurisdiction of the Courts of Athens and the applicable law shall be Greek law.

10. Interested parties shall submit their password-protected offer - expression of interest, with the indication **"Investment Company /Consortium specialized in the provision of Asset Management Services"**, exclusively via e-mail to info@hcap.gr. Each interested party's offer shall include all the above dossiers and may be accompanied by any other information proving the experience and know-how of interested parties in relation to the Services.

More specifically, in the e-mail for the submission of the offer of each interested party, at the penalty of exclusion, at least two, distinct and locked files must be attached. Mandatorily, the financial offer (**DOSSIER D**) shall be attached in the email of each offer separately and will be protected with a different password. In any case, upon expiry of the deadline for submission of offers, the interested parties will be invited, through a series of e-mails, to send the passwords that will open the attached files of their offer e-mail.

11. Offers of Interested Parties must be submitted no later than **9 September 2022, 17.00 Athens time.**