

**REQUEST FOR EXPRESSIONS OF INTEREST  
CONSULTING SERVICES– INDIVIDUAL CONSULTANTS SELECTION  
Caribbean Regional Communication Infrastructure Program  
Implementation of Saint Vincent and the Grenadines Broadband Network**

**Saint Vincent and the Grenadines**

IDA Credit No.: 5118-SV

Assignment Title: Project Manager

Reference No. SVG-CARCIP-C-IC-10

Saint Vincent and the Grenadines (GoSVG) has received financing from the World Bank toward the cost of the Caribbean Regional Communication Infrastructure Program (CARCIP), and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) is for the position of Project Manager, a contracted full-time assignment. Work will be performed on site at the project management office. The Project Manager is required to plan and effectively coordinate the government’s activities during the broadband network build out and to manage risk towards a successful implementation of the project within the set scope and time.

The Project Manager will work closely with other members of the Government’s project team and the service provider’s CARCIP team to ensure that all required information, policies, resources (people, equipment), facilities and permissions are provided to meet the government’s contractual responsibilities and to support successful project delivery and transition to operations by the service provider.

Specifically, the Project Manager will be required to:

- Develop a project implementation plan including task-based schedules, cost forecasts, status, etc.
- Develop integrated baseline project plans (integrated with the service provider’s programme plan)
- Coordinate activities related to environmental and social safeguards
- Provide regular updates on its implementation by capturing and tracking programme metrics and performing analyses.
- Manage the Government’s activities on the project implementation plan including:
  - Managing the Change Control sign off activities
  - Acceptance testing for all relevant components of the system
  - Recommending solutions to project issues based on understanding of business issues.
- Manage project scope by assessing requirements changes, determining and conveying impact on budget, time and risk.
- Provide guidance and assist in assessing risk-based provisions.
- Manage the government’s expectations, anticipate operational and tactical risks and track them to closure.
- Clarify, identify, and track requirements and issues, remove barriers to the delivery schedule by resolving minor project issues and escalating major issues on a timely basis for quick resolution.
- Manage project closure initiatives, document project activities, deliverables, and findings for future reference.
- Receive and review the fiber build Handover Packages
- Ensure that project activities are carried out in accordance with the Project Operations Manual (OM); and
- Perform other related duties as assigned by the Director of Economic Planning.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website:  
[http://www.gov.vc/images/VacanciesAndNotices/CARCIP\\_Project\\_Manager\\_Broadband\\_TOR.pdf](http://www.gov.vc/images/VacanciesAndNotices/CARCIP_Project_Manager_Broadband_TOR.pdf).

The Ministry of Finance, Economic Planning, Sustainable Development and Information Technology now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services (Description of similar assignments, experience in similar conditions, etc. via Curriculum Vitae). The minimum requirements are as follows:

- A Master’s degree with at least five (5) years’ experience in managing IT infrastructure projects, specifically broadband networks or a Post graduate diploma in Project Management with at least eight (8) years’ experience managing IT infrastructure projects, specifically broadband networks.
- Experience with multilateral development agencies such as the World Bank would be an asset.
- Proficiency in the English language

The attention of interested Consultants is drawn to paragraph 1.9 in the World Bank’s [\*Guidelines: Selection and Employment of Consultants \[under IBRD Loans and IDA Credits & Grants\] by World Bank Borrowers\*](#), January 2011 (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.

An Individual Consultant will be selected in accordance with the Individual Consultants method set out in the Consultant Guidelines.

Further information can be obtained at the address below during the hours of 9:00am to 3:30pm.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) no later than **Monday, November 5, 2018**.

Director of Economic Planning  
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