

**Saint Vincent and the Grenadines**  
**Caribbean Digital Transformation Project (CARDTP)**  
**CREDIT NO. IDA-6691-VC**

**Request For Expressions of Interest**  
**Consulting Services – Firms Selection**

**Assignment Title: IMPLEMENTATION SUPPORT AND TECHNICAL ADVISORY FIRM**  
**Reference No.: SVGCARDTP-C-QCBS-6**

The Government of Saint Vincent and the Grenadines has received financing from the World Bank toward the cost of the Caribbean Regional Digital Transformation Project, and intends to apply part of the proceeds for consulting services.

The Consultant will assist the Project Implementation Unit (PIU) with the implementation of the Caribbean Digital Transformation Project (CARDTP). Specifically, the Consulting services (“the Services”) include (i) project management support including monitoring and evaluation support to the PIU, various ministries, departments and agencies (MDAs) and the technical working groups (TWGs); (ii) technical support to the PIU, MDAs and TWGs in the preparation of technical sections of procurement documents; (iii) participation in procurement processes by conducting evaluations and providing guidance and support to the PIU; (iv) support to the PIU, MDAs and TWGs with the management of contracts; (v) support to the PIU and other project counterparts with the development and implementation of change management plans and (vi) the development of a capacity building plan focused on building capacity in core IT-related activities.

The professional key experts’ time input is estimated at 85 person-months over a contract duration of fifty-four (54) months. The expected start date is April/May, 2022.

The detailed Terms of Reference (TOR) for the assignment can be found at the following link: [http://www.gov.vc/images/RequestForExpressionsofInterest/SVG\\_CARDTP\\_Implementation\\_Support\\_and\\_Technical\\_Advisory\\_Firm\\_FINAL\\_TOR.pdf](http://www.gov.vc/images/RequestForExpressionsofInterest/SVG_CARDTP_Implementation_Support_and_Technical_Advisory_Firm_FINAL_TOR.pdf).

The Ministry of Finance, Economic Planning and Information Technology now invites eligible consulting firms (“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.

The Consultant shall be a qualified firm or consortia of firms with demonstrated experience working with digital transformation projects across Governments or multifunctional business organizations. Successful implementation in a developing country setting would be an asset. The short-listing criteria are as follows:

- a. at least five (5) years of experience in high-level advisory services to governments on project management and procurement preferably under projects comprising component(s) related to digital transformation, e-government, implementation of management information systems;
- b. experience in providing service for managing projects financed by the World Bank or other Multi-Lateral Development agencies;

- c. experience working with the World Bank or other Multi-Lateral Development agencies' procurement guidelines and/or regulations;
- d. experience implementing digital transformation programs in small-island countries is highly desirable.

Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 revised November 2017 and August 2018 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Procurement Regulations.

Further information can be obtained at the address below during the hours 9:00 to 15:30 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **Monday, November 15, 2021**

Ministry of Finance, Economic Planning and Information Technology  
Attn: Edmond Jackson, Director General Finance and Planning  
Second Floor, Administrative Building  
Bay Street  
Kingstown  
Saint Vincent and the Grenadines  
Tel: 784-457-1343  
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