

CENTRAL TENDERS BOARD

REQUEST FOR THE SUBMISSION OF EXPRESSIONS OF INTEREST FOR CONSULTING SERVICES FOR THE DESIGN, DEVELOPMENT AND IMPLEMENTATION OF A COMMUNICATIONS STRATEGY TO SUPPORT THE MINISTRY OF EDUCATION'S TRANSFORMATION INITIATIVE THROUGH ITS SEAMLESS EDUCATION SYSTEM PROGRAMME, (GORTT) – INTER-AMERICAN DEVELOPMENT BANK (IDB) LOAN # LO 2138 /OC-TT

The Government of the Republic of Trinidad and Tobago (GORTT) has received financing from the Inter-American Development Bank (IDB), and it intends to apply part of the proceeds to payments under the project Support for a Seamless Education System Programme (SES) (LO2138/OC-TT). This is in keeping with the Government's official policy for development of the Education System and the nation's children through its transformation initiative.

In this regard, one of its point projects at this time is the designing, developing and implementing of a Communication Strategy aimed at attracting and reinforcing the relevant stakeholder and community understanding of and participation in the MOE's efforts at achieving its SES goals and transformation initiative value outcomes. The MOE has determined that the recruitment of technical assistance from a large firm will be necessary for the success of the project.

Accordingly, on behalf of the Ministry of Education, the Central Tenders Board (CTB), invites eligible consulting firms/institutions to indicate their interest in providing Technical Assistance to facilitate the Design, Development and Implementation of a Communication Strategy to support the Ministry's Transformation Initiative through its Seamless Education System Programme.

Interested consulting firms/institutions must provide information establishing that they have the quality of staff and the managerial capacity to perform these services and should also indicate their experiences and expertise in the conduct of needs assessments, and in the formulation of communications strategies and implementation plans. They should also indicate that they have the financial capacity to execute the assignment as well as some prior experience in similar projects and environments.

The consulting firms/institutions will be selected in accordance with the procedure set out in the document *GN-2350-7 (IDB: Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank)* dated July, 2006. Universities must demonstrate that they satisfy clause 1-11 (b) of the Bank policies for the selection and contracting of consultants which state that:

“Government owned enterprises or institutions in the Borrower’s country may participate only if they can establish that they: (i) are legally and financially autonomous; (ii) operate under commercial law; and (iii) are not dependant agencies of the borrower or Sub-Borrower.”

Local government-funded universities may be considered since they may provide special and unique services in view of their understanding of the cultural and social organization of the country.

Selection will be done in accordance with the policies of the IDB detailed in the “Policies for Selection and Contracting of Consultants financed by the IDB” which can be found at the website: <http://www.iadb.org/procurement>

The selection criteria shall include the following:

- ❖ Demonstration of the capacity to design and implement projects/programme in the subject area.
- ❖ Similar experience in the required area of work in developing countries.
- ❖ Current workload (to be demonstrated by the number of on-going assignments).
- ❖ Financial capability and commitment

The information requested will be used to prepare a short list of firms/institutions to be invited to **submit detailed proposals**.

Further information/clarification may be obtained from the address at (1) below from Monday to Friday during the hours of 8:30 a.m. to 4:00 p.m. local time.

The original and three (3) copies of the information must be placed in separately **sealed envelopes** and must be addressed to the Chairman, Central Tenders Board at address (2) below and must be clearly marked on the outside:-

“Expressions of Interest for Consulting Services for the Design, Development and Implementation of a Communication Strategy to support the Ministry’s Transformation Initiative through the Seamless Education System Programme, (GORTT) – Inter-American Development Bank (IDB) Loan # LO 2138/OC-TT”

Envelopes must be deposited in the **BROWN** Tenders Box, located in the lobby of the Board’s Office **not later than 1:00 p.m. (local time) on Thursday 14 April, 2011.**

Interested consultants should note that the dimensions of the **SLOT** of the Tenders Box are 37.5 cm x 5.5 cm and as such applications should be packaged accordingly.

Applications will be opened publicly shortly thereafter. Consultants or their representative may be present at the opening.

The Central Tenders Board reserves the right to cancel the present bidding process in its entirety or even partially, without defraying any cost incurred by any firm submitting their application.

Late applications will **NOT** be considered in any circumstances.

Interested consultants are advised that the Request for Expressions of Interest Notice will be advertised in the UNDB online and on the IDB's Website.

Contact Information

Address (1)

Mr. Maurice Chin Aleong
Programme Manager
Support for a Seamless Education Programme
Ministry of Education
18 Alexandra Street
St. Clair
Republic of Trinidad and Tobago
Telephone No. 1(868)622-6585/628-5262
Fax No. 1(868)628-5461
Email address moesespu@gmail.com

Address (2)

Chairman
Central Tenders Board
116 Frederick Street
Port of Spain
Republic of Trinidad and Tobago
Telephone No. 1(868) 625-4330
Fax No. 1(868)625-1809
Email address mofctb@tstt.net.tt

Indrani Rampersad
Chairman
Central Tenders Board
Government of the Republic
of Trinidad and Tobago