

GOVERNMENT OF BELIZE

BASIC NEEDS TRUST FUND SEVENTH PROGRAMME

**CONSULTANCY SERVICES FOR THE DEVELOPMENT OF A COMMUNITY FACILITIES
MAINTENANCE TRAINING MODULE**

REQUEST FOR EXPRESSION OF INTEREST

The Government of Belize (GOB) has received Basic Needs Trust Fund (BNTF) financing from the Caribbean Development Bank (CDB) towards engaging communities to develop Maintenance Programmes to foster ownership of assets, and intends to apply a portion of the proceeds to eligible payments under a contract for which this invitation is issued. Payments by CDB will be made only at the request of GOB_ and upon approval by CDB, and will be subject in all respects to the terms and conditions of the Financing Agreement. The Financing Agreement prohibits withdrawal from the financing account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of CDB, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than GOB shall derive any rights from the Financing Agreement or have any claim to the proceeds of the Financing.

The Belize Social Investment Fund (BSIF), the Executing Agency, wishes to procure consultancy services to undertake the development of a Community Facilities Maintenance Training Module.

The objectives of the consultancy are to:

- (a) Develop a Community Facilities Maintenance Training Module for BSIF Staff, which incorporates locally and culturally existing mechanisms for problem-solving, organising and collaborating for community action.
- (b) Develop a Community Facilities Maintenance Handbook and Video.
- (c) Sensitise the communities to the need for a Community Based Maintenance Programme.
- (d) Have the communities form Maintenance Committees, and build the capacity of its members to do maintenance, both routine (or preventative) and operational maintenance.
- (e) Intensively train the Maintenance Committees in their role to plan, manage, and mobilise resources for physical maintenance.
- (f) Intensively train BSIF staff in delivering the Community Facilities Maintenance Training Module to effectively train Maintenance Committees.

The duration of the assignment is expected to be for a period of four (4) months.

The BSIF now invites interested eligible consultants to submit Expressions of Interest for the provision of these consultancy services.

Consultants shall be eligible to participate if:

- (a) in the case of a body corporate, it is legally incorporated or otherwise organised in an eligible country, has its principal place of business in an eligible country and is more than 50 per cent beneficially owned by citizen(s) and/or *bona fide* resident(s) of eligible country(ies) or by a body(ies) corporate meeting these requirements;
- (b) in the case of individuals and unincorporated firms, the persons or citizens or *bona fide* resident or residents of an eligible country; and in all cases, the consultant has no arrangement and undertakes not to make any arrangements, whereby any substantial part of the net profits or other tangible benefits of the contract will accrue or be paid to a person not a citizen or *bona fide* resident of an eligible country.

Eligible countries are member countries of CDB. The Member Countries of CDB can be found at the following web address: <http://www.caribank.org/about-cdb/member-countries>.

The attention of interested Consultants is drawn to paragraph 1.9 of CDB's Guidelines for the Selection and Engagement of Consultants (2011), setting forth CDB's policy on conflict of interest.

In the assessment of submissions, consideration will be given to technical competence, qualifications and experience, local and regional experience on similar assignments, financial capability and existing commitments. All information must be submitted in English. Further information may be obtained from the first address below between the hours of 8:00 a.m. and 5:00p.m. Monday to Friday, except on public holidays.

One (1) original and four (4) hard copies of the Expression of Interest must be received at the first address below no later than **3:00 p.m. on Friday, July 15, 2016** and one (1) hard copy must be sent simultaneously to CDB at the second address below. The sealed envelope containing each submission should include the name and address of the applicant and shall be clearly marked **"Expression of Interest – Consultancy Services for the Development of a Community Facilities Maintenance Training Module"**

Following the assessment of submissions, a short-list, of not less than three and not more than six applicants will be compiled. Consultants on the short-list will be provided with full terms of reference, and invited to submit technical and financial proposals to undertake the assignment. GOB reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not short-listing any applicant and will not defray any costs incurred by any applicant in the preparation and submission of statements.

Envelopes should be addressed to:

1. Executive Director
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2. Procurement Officer
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