

CARIBBEAN DEVELOPMENT BANK

CONSULTANCY SERVICES FOR AN URBAN SECTOR POLICY, STRATEGY AND OPERATIONAL GUIDELINES FOR THE CARIBBEAN DEVELOPMENT BANK

REQUEST FOR EXPRESSIONS OF INTEREST

The Caribbean Development Bank (CDB) has allocated funds towards the cost of a project to prepare an Urban Sector Policy, Strategy and Operational Guidelines. CDB intends to apply a portion of the proceeds of this financing to eligible payments under a contract for which this invitation is issued. Payments shall not be made 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.

CDB, the Executing Agency, wishes to procure Consultancy Services – Urban Sector Policy, Strategy and Operational Guidelines.

The objective of the consultancy is to identify the key issues presently confronting and expected to confront the urban sector of CDB's Borrowing Member Countries over the medium to long term, and to assist in charting the role of the Bank in addressing those issues through development of: (a) an Urban Sector Policy and Strategy for CDB; and (b) associated Operational Guidelines for the implementation of the strategy; and to disseminate the results of the services through delivery of a Regional Workshop on the Urban Sector.

The proposed methodology should include for:

1. **Desk Review:** Analysis of the current state of urban development in the Region, including national, regional and international policies, strategies and reports, review of all relevant existing documents, including the current policy and strategy, CDB's appraisal and project completion reports, as well as supervision, monitoring and evaluation reports.
2. **Consultation with Key Stakeholders:** The exercise should include field missions to five selected BMCs, selected on the basis of pre-set criteria in consultation with CDB (including population size and density), discussions and meetings with officials, management of the Bank and experts in the field as well as other stakeholders in the sector. The duration of the assignment is expected to be for a period of approximately nine (9) months.

The Consultant should have experience in the areas relevant to the scope of services including urban planning and or management; environmental and climate change; social and gender analysis; urban design; and transport planning.

CDB now invites interested eligible consulting firms 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 unincorporated firms, the persons are citizens or *bona fide* residents of an eligible country; and
- (c) 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.

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 address below between 08:30 and 16:30 hours (Eastern Caribbean Time) Monday to Friday.

Three hard copies of the Expressions of Interest must be received at the address below no later than 16:00 hours on Friday, April 15, 2016. Each submission must include a compact disc, flash drive or other media containing an electronic copy of the submission as a single PDF file. 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 – Urban Sector Policy, Strategy and Operational Guidelines**”.

Following the assessment of submissions, a short-list of not less than three and not more than six applicants will be provided with full terms of reference and invited to submit technical and financial proposals to undertake the assignment. CDB 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 Expressions of Interest.

Address for Submission of Expressions of Interest:

Procurement Officer
Caribbean Development Bank
P.O. Box 408,
Wilkey, St. Michael
BARBADOS, W.I. BB 11000

Tel: (246) 431-1600

Fax: (246) 426-7269

Email: procurement@caribank.org