

Posted on: 2023-05-12T00:00:00.00-04:00

DB Reference N°: IDB-P1191640-05/23

Country: Barbados

Institution: Inter-American Development Bank

Sector: Public Sector Management

Deadline: 2023-05-31T00:00:00.00-04:00

Status: Published

Loan N°./Financing: No. ATN/OC-17652

Project: Support for Strengthening of the Public Sector Modernisation Programme

Title: Consultancy to Provide Training and Certification in Change Management

Borrower/Bid No: IDBBPSMPTC-EOI01

GOVERNMENT NOTICE

REQUEST FOR EXPRESSIONS OF INTEREST

**CONSULTANCY TO PROVIDE TRAINING AND CERTIFICATION IN CHANGE
MANAGEMENT**

Institution:	Inter-American Development Bank
Country:	Barbados
Project:	Non-Reimbursable Technical Cooperation to Support the Strengthening of the Public Sector Modernisation Programme
Sector:	Modernisation of the State
Abstract.:	Consultancy to Provide Training and Certification in Change Management
Loan Contract No:	BA-T1061
Contract/Bid No.:	IDBBPSMPTC-EOI01

1. The Government of Barbados has received a Non-Reimbursable Technical Cooperation from the Inter-American Development Bank (IDB) towards support for the strengthening of the Public Sector Modernisation Programme (PSMP) and intends to apply part of the proceeds for the procurement of consulting services for which this expression of interest is issued.
2. The consulting firm is required to provide change management training and certification to a cadre of Public Officers to manage change effectively through the application of structured change management methodologies and toolsets, to increase benefit realization, value creation, return on investment (ROI) and the achievement of project results and outcomes. The project is expected to be conducted over a period of two (2) months.
3. The services required for the project include:
 - i. Design and develop a Change Management Training and Certification Programme and provide training materials that will best accomplish the stated objective of this assignment.
 - ii. Provide selection criteria to assist the Government in identifying persons best suited to participate in the Training and Certification Programme.
 - iii. Conduct onsite training and certification of Public Officers to successfully deploy and sustain changes to realize expected benefits and results of the TC and the PSMP; and
 - iv. Evaluate the Training and Certification Programme and produce a report.
4. The Government of Barbados, through the Programme Execution Unit, Ministry of Industry, Innovation, Science and 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 undertake the services.
5. The EOI should be **no more than twenty-five (25) pages in total**, presented using the Arial or Tahoma fonts with a font size of 12. The following shall be presented but not limited to:
 - i. A description of the firm (Company Profile);
 - ii. Experience of the firm in provision of the required Consulting Services;
 - iii. Assignments of similar scope, complexity and technical specialization completed;
 - iv. An overview of an Approach and Methodology to the assignment
 - v. Proposed Consulting Team.

6. Consultants will be selected in accordance with the procedures set out in the Inter-American Development Bank's [Policies for the Selection and Contracting of Consultants financed by the Inter-American Bank \(GN-2350-15\)](#) and participation is open to all eligible bidders as defined in the policies.
7. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. For the purpose of establishing the shortlist, the nationality of a firm is that of the country in which it is legally incorporated or constituted and in the case of Joint Venture, the nationality of the firm appointed to represent it.
8. A consulting firm (Consultant) will be selected in accordance with the Selection Based on the Consultants' Qualifications (CQS) method set out in the policies mentioned above.
9. All Corporate Tenderers must include with their application a copy of the company's Articles and Certificate of Incorporation as evidence that the company is an existing registered company as at the date of application. Note that companies that do not submit the Certificate of Incorporation at the time of submission of EOIs will be given a maximum of two weeks to submit their Certificates of Incorporation. The Certificate must be in the name of the applicant. This Certificate will not be counted as part of the twenty-five (25) pages required at paragraph 5.
10. Any firm incorporated outside of Barbados, which is awarded a contract, will be required to be registered in Barbados as an External company under the 'Companies Act of Barbados'.
11. Interested Consultants can obtain further information at address 1 below during office hours of 8:15 a.m. – 4:30 p.m., Monday to Friday, except on public holidays.

Address 1:

Attention: Mr Rodney Payne, Project Manager

Ministry of Industry, Innovation, Science and Technology

3rd Floor, Baobab Towers

Warrens

St. Michael

Barbados

Telephone number: 1-246-535-1282

Email: mistpeu@barbados.gov.bb

12. One original, one (1) copy and an electronic copy of the Expression of Interest clearly marked **“Request for Expression of Interest – Consultancy to Provide Training and Certification in Change Management”**

must be prepared in English and may be delivered in sealed envelopes and placed in the Tenders Box at the following address no later than 4:30 p.m., Atlantic Standard Time, Wednesday, May 31, 2023.

Address 2:

The Chairman

Special Tenders Committee

Government Procurement Department

Fontabelle

St. Michael

Barbados

OR

Submit an electronic copy of the Expression of Interest clearly marked **“Request for Expression of Interest – Consultancy to Provide Training and Certification in Change Management”** in English to the following email address no later than 4:30 p.m., Atlantic Standard Time, Wednesday, May 31, 2023.

Email: GPD.SpecialSubmissions@barbados.gov.bb

13. Late submissions will not be accepted and will be returned unopened to the applicant.

14. The Government of Barbados reserves the right to accept or reject any application received.

Attachments:

https://devbusiness.un.org/system/files/20230510%20BA-T1061%20EOI%20for%20Training%20in%20Change%20Mgmt%20PSMP%20Final_0.pdf