

## **MINISTERIAL TENDERS COMMITTEE, MINISTRY OF HEALTH**

### **REQUEST FOR EXPRESSIONS OF INTEREST**

### **CONSULTING FIRM TO CONDUCT AN EXTERNAL EVALUATION OF THE NATIONAL COVID-19 VACCINE DEPLOYMENT PLAN FOR TRINIDAD AND TOBAGO**

Institution: Ministry of Health  
Country: Trinidad and Tobago  
Project: Health Services Support Program (HSSP)  
Sector: Health  
Abstract: The general aim of the external operational evaluation (EOE) is to describe, document, and evaluate the state of implementation of the National Vaccine Deployment Plan for Roll-Out of the COVID-19 Initiative for the residents of Trinidad and Tobago. The EOE will assess compliance with the technical criteria, operational procedures, prioritization policies, and principles of equity, and non-discrimination in facilitating access to vaccination established in the National Vaccine Deployment Plan (NVDP)  
Loan No.: TT-L1039  
OBP&CM ref#.: TT-L1039-P40911  
Deadline: March 14<sup>th</sup> 2023

The Government of the Republic of Trinidad and Tobago has received financing from the Inter-American Development Bank (IDB), toward the cost of the Health Services Support Program, and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") to Conduct an External Evaluation of the National COVID-19 Vaccine Deployment Plan for Trinidad and Tobago, with specific areas of assessment to include:

- Governance, including leadership and oversight structures established for vaccination deployment and management;
- Legal, Regulatory and Legislative Requirements
- Prioritization, Targeting and Covid-19 Surveillance Elements;
- Optimisation of Service Delivery Inputs: ICT, Human Resources, Training and Supervision;
- Vaccine, Cold Chain and Logistics;
- Vaccine Safety Surveillance;
- Communications Planning; and
- Monitoring and Evaluation

The Ministerial Tenders Committee, Ministry of Health now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide the following information demonstrating that they have the required qualifications and relevant experience to perform the Services:

1. A signed transmittal letter including the country of registration of the firm.
2. A company profile providing general background, years of operation; management support systems, project management expertise; and organizational structure.

3. Description of similar projects providing the following for each referenced project:

- Objectives, scope, summary of strategy, projects evaluated
- Prior Survey designs/ Research proposals and or protocols

Consultants will be selected in accordance with the Least Cost Selection method procedures set out in the Inter-American Development Bank: [Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank](#) GN-2350-15 and is open to all eligible bidders from source countries of the Bank as defined in the Policies.

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 short list, 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.

Any additional information can be obtained from:

Mr. Bryan Burke  
Senior Procurement Specialist  
Project Implementation Unit  
Ministry of Health  
63 Park Street, Port of Spain  
Tel. 1-868-627-0010 Ext. 1588  
Email: [procurement.hssptt1039@health.gov.tt](mailto:procurement.hssptt1039@health.gov.tt)

An **original and three (3) copies plus an un-editable electronic copy uploaded to a flash drive** of the Expression of Interest must be submitted in sealed envelopes clearly marked: -

**"Expression of Interest for the Consultancy Services to Conduct and External Evaluation of the National COVID-19 Vaccine Deployment Plan for Trinidad and Tobago"**

Envelopes must be addressed to the Chairman, Ministerial Tenders Committee, Ministry of Health at the address below and deposited in the tender box located in the lobby of the Ministry of Health not later than **1:00 pm March 14<sup>th</sup> 2023**. Submissions will be opened shortly thereafter.

The Ministerial Tenders Committee does not bind itself to accept any submission and reserves the right to cancel the Request for Expression of Interest in its entirety or even partially, without defraying any cost incurred by any firm in the preparation and submission of such Expression of Interest.

Late submissions will not be considered under any circumstances



Ms. Stacey Hinds- St. Louis  
Chairperson,  
Ministerial Tenders Committee,  
Ministry of Health