



Caribbean Agricultural Research and Development Institute

Regional Sweet Potato Value Chain Enhancement and Technology Transfer Project

**CONSULTANCY SERVICES FOR: SWEET POTATO INDUSTRY TECHNOLOGY
TRANSFER/ADOPTION - DEVELOPMENT OF AGRICULTURE EXTENSION MULTI-MEDIA
AIDS**

REQUEST FOR EXPRESSIONS OF INTEREST

The Caribbean Agricultural Research and Development Institute (CARDI) has received financing from the Caribbean Development Bank (CDB) in an amount equivalent to US\$600,000.00 towards the cost of the Regional Sweet Potato Value Chain Enhancement and Technology Transfer Project and intends to apply a portion of the proceeds of this financing to eligible payments under a contract for which this invitation is issued. Payments by CDB will be made only at the request of CARDI 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 CARDI shall derive any rights from the Financing Agreement or have any claim to the proceeds of the Financing. CARDI, the Executing Agency, now wishes to procure consultancy services for Sweet Potato Industry: Technology Transfer/Adoption - Development of Agriculture Extension Aids.

The objective of the consultancy is to develop multimedia agriculture extension aids for the sweet potato industry i.e. short videos, photos and infographics applicable for and accessible on smart devices (smart phones) and other communications platforms. The consultancy will be implemented in selected BMCs (i.e. Antigua and Barbuda, Barbados, Belize, Cayman Islands, Guyana, Jamaica and St Vincent and the Grenadines).

The duration of the assignment is expected to be for 104 days over a period of 15 months. The details of the assignment will be outlined in the TOR, subsequent to the shortlisting of consultants.

CARDI now invites interested eligible consulting firms to submit Expressions of Interest for the provision of these consultancy services using the attached Expressions of Interest Template.

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. Consultants are advised to review the detailed eligibility criteria detailed in Section 4 and conflict of interest provisions in Section 5 of the [Procurement Procedures for Projects Financed by CDB \(January, 2021\)](#), as published on CDB's website.

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. Key Experts will not be evaluated at the shortlisting stage.

All information must be submitted in English. Further information may be obtained from the first address below between 0800 and 1600 hours Monday to Friday.

One electronic copy of the Expression of Interest must be submitted to the first address below no later than 1600 hours (Atlantic Standard Time) on Friday September 17th, 2021 and one electronic copy must be sent simultaneously to CDB at the second address below. The subject line of the email: Sweet Potato Industry: Technology Transfer/Adoption - Development of Agriculture Extension Aids.

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. CARDI 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.

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Trinidad and Tobago

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Email: EOIsweetpotato@cardi.org

Address 2:

The Procurement Officer

Caribbean Development Bank

P.O. Box 408, Wildey, St. Michael

Barbados, BB11000

Tel: (246) 539-1609

Fax: (246) 426-7269

Email: procurement@caribank.org