

REQUEST FOR EXPRESSIONS OF INTEREST

CONSULTING SERVICES - Sectoral-Based Value Chain Development Strategies

Institution: Association of Caribbean States (ACS)

Country: Multiple – Barbados, Belize, Honduras, Jamaica, Nicaragua, Trinidad & Tobago

Project: Micro, small and medium-sized Enterprises International Trade and Development Project

Sector: Trade and Sustainable Development

Abstract: The Execution of a Value Chain Assessment and The Development of a Sectoral Capacity-Building Programme

Loan/Credit/Grant No.: ATN/OC-19778-RG

Deadline: 2 January, 2024 at 23:59 (AST)

The ACS received financing from the Inter-American Development Bank (IDB) through the Regional Public Goods Initiative toward the implementation of the Micro, small and medium-sized Enterprises International Trade and Development Project. For this project, the ACS intends to contract consulting services (“the Services”) described in this Request for Expressions of Interest (REOI). In this regard, the ACS is seeking eligible consulting firms (“Consultants”) to develop concrete strategies to improve the inclusion of MSMEs into regional and global value chains. The scope of the consultancy is detailed below:

A. Execution of a Value Chain Assessment

1. Develop a value chain assessment of the three target sectors (community-based tourism, agribusiness and creative industries) in the beneficiary countries (Barbados, Belize, Honduras, Nicaragua, Jamaica, Trinidad & Tobago). The study should:
 - a. detail market trends, trade flows, economic and export performance, related market access challenges and opportunities;
 - b. map and analyse needs in relation to both vertical linkages (e.g. identifying constraints such as productive fragmentation and absence of effective local and national networks and identifying opportunities for increased collaboration and involvement of MSMEs/cooperatives with larger firms) and horizontal linkages (e.g. access to business services, economic development services, business associations and finance etc.);

- c. identify other possible weaknesses and opportunities in the specific value chain;
and
 - d. indicate the competitiveness of the specific value chain and products/services with high growth potential.
2. Develop a visual mapping of the selected value chains to better understand the different roles, actors, and value-adding activities in the sectors at a national and regional level
3. Evaluate technical and institutional capacity of key stakeholders (private and public) in the targeted high growth sectors
4. Develop a value chain growth strategy for each sector that encompasses recommendations and guidelines to further strengthen the stakeholders in the targeted sectors

B. Development of Sectoral Capacity building programme

This capacity-building programme aims to operationalise the recommendations identified in the value chain growth strategy. As such, the Consultant will design and coordinate the online delivery of a comprehensive capacity-building programme for the business support organisations (BSOs) working with MSMEs in the targeted sectors. A course specific to each of the three target sectors should be developed.

This programme should include:

- i. methodology, content breakdown and reading lists, target audience for each sector, key facilitators, and training schedule;
 - ii. the online platform to be used;
 - iii. visually appealing and user-friendly training materials adapted to each of the three target sectors;
 - iv. learning outcomes, recommendations etc.
- The Consultant will develop, in collaboration with the Project Management Unit, pre-training and post-training evaluations, impact assessment template and trainee feedback survey;
- The Consultant will facilitate the collection of Monitoring and Evaluation data from seminar trainees and provide a Training Summary Report (TSR) from online seminars, detailing learning objectives, trainee recommendations for content improvement, participant demographics, assessment activities, and variations in pre and post seminar knowledge.

Duration: The Services are expected to start in April 2024 and should be delivered within **15 months** from the start date of the contract. The Consultant will be responsible for ensuring that the project is completed on time, within scope, budget, and in accordance with the performance requirements and expectations of the ACS and IDB.

The ACS now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the services described in this REOI. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. Responses should include at least the following information:

1. Background of the firm
2. General experience/specialities of the firm
3. Description of experience in undertaking assignments similar to the scope of activities described in this REOI
4. Skills and qualifications of staff/personnel for the assignment

Short lists shall comprise **not fewer than five and not more than eight eligible firms** with a wide geographic spread. Consultants will be selected in accordance with the procedures set out in the [IDB procurement policies](#). This REOI is open to all eligible bidders from IDB countries as defined in these 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 a joint venture, the nationality of the firm appointed to represent it.

A Consultant will be selected in accordance with the **Quality and Cost Based Selection (QCBS)** method set out in the Consultant Policies. Further information can be obtained at the address below during office hours: Monday to Friday 09:00 - 17:00 (AST).

Expressions of interest must be emailed **in a written form in English** to acsmsme@acs-aec.org by **2 January, 2024 23:59 (AST)** and should be addressed to:

Association of Caribbean States

Attn:

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To ensure that we receive your proposal, we encourage firms to transmit large files (any file exceeding 4 MB) via a downloadable link (e.g. Google Drive, OneDrive, wetransfer etc.)