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Country: Barbados

Institution: Inter-American Development Bank

Sector: Renewable Energy

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Loan N°./Financing: 3843/OC-BA

Project: DEPLOYMENT OF CLEANER FUELS AND RENEWABLE ENERGIES IN BARBADOS

Title: Consultancy Services for the Design, Installation and Implementation of an Enterprise Geographic Information System

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Borrower/Bid No:

REQUEST FOR EXPRESSION OF INTEREST

DEPLOYMENT OF CLEANER FUELS AND RENEWABLE ENERGIES IN BARBADOS

LOAN NUMBER: 3843/OC-BA

Consultancy Services for the Design, Installation and Implementation of an Enterprise Geographic Information System

Institution: Inter-American Development Bank

Country: Barbados

Project: Deployment of Cleaner Fuels and Renewable Energies in Barbados

Sector: Energy

Abstract: The National Petroleum Corporation (NPC) and the Barbados National Oil Company Limited (BNOCL) (hereinafter called the entities) are seeking to implement an Enterprise Geographic Information System (E-GIS) that will optimize the efficiency and effectiveness in the use, acquisition and dissemination of GIS data, as well as resources to support critical business functions. Currently, the spatial locations and attribute information associated with the entities' assets are structured and centralised into an Environmental Systems Research Institute (ESRI) Geodatabase. However, this database is not accessible simultaneously by multiple users. Consequently, a Consulting Firm is being sought to Design, Install and

Implement the existing E-GIS software as an Advisory System which is aimed at capturing all asset information and delivering it to the desktop and mobile devices of multiple users at multiple levels across the entities.

Loan No.: 3843/OC-BA

TOR No.: PP1.1.1.5-02

Deadline: October 21, 2020

1. The Government of Barbados (GOB) through the National Petroleum Corporation (NPC) as Executing Agency has received financing (hereinafter called "funds") from the Inter-American Development Bank (hereinafter called "the Bank") toward the cost of the **Deployment of Cleaner Fuels and Renewable Energies in Barbados Project**. The GOB intends to apply part of the proceeds of the funds to eligible payments under the Contract for which this Request for Expression of Interest is issued.
2. The Consulting firm will be required to execute at minimum the following objectives:
    - The Design, installation and deployment of the ESRI's E-GIS software at both the NPC and BNOCL.
    - Integrate the E-GIS with the:
        i. Enterprise Resource Planning tool (ERP) SAP;
        ii. Supervisory Control and Data Acquisition (SCADA) System at both entities and
        iii. Customer Information System (CIS) from Innoprise Suite of software

    - This integration is primarily for data extracting and displaying in E-GIS.

3. The consultancy includes amongst other things the provision of the following reports and deliverables:

    - Inception Report – which includes the Consultant's understanding of the assignment, work plan, methodology and key outcomes.
    - A Needs Assessment Report: which reflects the following:
        - A NPC/BNOCL Business Needs Assessment specific to the GIS operations. The consultant will be required to conduct departmental interviews to ascertain the internal functions and processes of the business specific to the GIS requirements.
        - A GIS Needs Assessment that extrapolate and determines the needs of the GIS to ascertain where the GIS functions will be integrated into business functions.
    - Monthly Progress Reports: inclusive of: works completed; issues faced and resolutions; an update on the schedule and deliverables with associated mitigation plan if required and plans for the following month. This report is due on the 5th day of each successive month.
    - Final Report – This will incorporate/summarise all progress reports including the feedback that has been provided. It should detail works executed, the deliverables achieved and any recommendations. The Section on deliverables shall be expanded upon to highlight specific objectives achieved in the deployment of E-GIS.
    - End-User Training Session, which are to be delivered at the NPC.
    - Post "Go Live" Support. This includes at minimum End User support on the management of daily application issues, such as how to resolve and maintain any issues logged for review.

4. The projected implementation period for this assignment is three (3) months commencing in October 2020.
5. In this regard the NPC now invites eligible **firms** to submit their Expressions of Interest with respect to providing the referenced consultancy services.
6. Interested firms shall provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Therefore, interested firms must provide the following documentation/information to establish or to illustrate their competence in the performance of the services required:

    - General background of the consulting firm;

    - Evidence to show general experience of the Firm in Consultancy services over the last five (5) years and specifically, experience in consultancy services of a similar nature over the last three (3) years, with at least

two (2) references from clients who have received these services. Experience in implementing E-GIS solutions in the oil and gas sector would be an asset. The reference information must contain full contact details for each reference inclusive of names, addresses and phone numbers.

- Availability of the relevant qualified staff supported by curriculum vitae and a responsibility matrix. Key staff include at a minimum:

  1) A Project Manager who must be the GIS Administrator. This individual shall possess a Masters in Geoinformatics or related discipline and must possess at least five year's experience in deploying GIS Enterprise Systems;

  2) One (1) GIS Technician with a Bachelors in Geomatics Engineering or degree in Spatial and Environmental Science or equivalent qualifications and experience in a GIS-related field.

7. The shortlists shall comprise firms with a wide geographic spread not fewer than five (5) and not more than eight (8) eligible firms.
8. Selection of the Consultant will be undertaken through the Consultant's Qualifications (CQS) method in accordance with the 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 (May 2019)** *and* is open to all eligible Consulting Firms as defined in the policies. The Policies can be found via http://idbdocs.iadb.org/wsdocs/getdocument.aspx?docnum=EZSHARE-1132444900-23306
9. 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.
10. All Corporate Applicants should include with their application a copy of the company's Certificate of Incorporation as evidence that the company is an existing registered company as at the date of application. The Certificate must be in the name of the applicant.
11. Where the Certificate of Incorporation has not been submitted at the date of the opening, the applicant will be given a maximum of one (1) week to meet this obligation. Failure to submit the Certificate of Incorporation within the extended period would render the application **void**.
12. Local applicants are advised that the Certificate of Incorporation referred above means a Certificate of Incorporation issued under the 1985 Companies Act of Barbados or where applicable a Certificate of Amendment. Certificates must be dated after December 31, 1984.
13. 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' CAP. 308, found at https://www.investbarbados.org/docs/Companies%20Act%20-%20CAP%20308.pdf prior to the commencement of the contract.
14. Applicants should be aware that the Labour Clauses (Public Contracts) Act Cap.349 shall, in so far as is applicable to the tenderer, apply to any contract made in respect of the tender. Full details of the conditions of this Act, Cap.349 may be obtained from the Chief Labour Officer, Warrens Office Complex, Warrens, St. Michael or via the ILO database of labour legislation website http://blue.lim.ilo.org/cariblex/browse_country_barbados.shtml. Consulting Firms should submit the certificate required by paragraph 3 of the schedule to the Act with their tender.
15. Interested eligible **firms** may request further information on the objectives and the characteristics of the consultancy at the following e-mail address **Email: pmo@npc.com.bb.**
16. Expressions of Interest must be submitted no later than **4:30 p.m. Barbados Time on October 21, 2020** to pmo@npc.com.bb with the reference title as follows: **Expression of Interest for PP 1.1.1.5-02 - Consultancy Services for the Design, Installation and Implementation of an Enterprise Geographic Information System.** All information submitted must be in English.
17. The Purchaser will select the consultant with the most appropriate qualifications and references. This firm will be asked to submit a combined technical-price proposal, then invited to negotiate in accordance with **GN-2350-15 (May 2019).**
18. Late submissions **will not** be accepted and will be returned unopened.
19. Applicants will be advised of the results of their applications in due course.
20. No submission will be considered unless it complies with conditions set out in this notice.
21. The Executing Agency will not be responsible for any costs or expenses incurred in connection with the preparation or delivery of the Expressions of Interest.