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DB Reference N°: IDB-P1019175-08/22

Country: Guyana

Institution: Inter-American Development Bank

Sector: Procurement

Deadline: 2022-08-08T00:00:00.00-04:00

Status: Published

Loan N°./Financing: TC #: GY-T1173

Project: Support to Fiscal Policy and Management in Guyana

Title: Provide a public procurement training program that will certify government officials in three levels of public procurement expertise in an online format

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Borrower/Bid No:

REQUEST FOR EXPRESSIONS OF INTEREST

CONSULTING SERVICES

Selection # as assigned by e-Tool: GY-T1173-P002

Selection Method: Simplified Competitive Selection

Country: Guyana

Sector: Fiscal management

Funding – TC #: GY-T1173

Project #: ATN/OC-18478-GY

TC name: Support to Fiscal Policy and Management in Guyana

Description of Services: Provide a public procurement training program that will certify government officials in three levels of public procurement expertise in an online format.

Link to TC document: https://www.iadb.org/en/project/GY-T1173

The Inter-American Development Bank (IDB) is executing the above mentioned operation. For this operation, the IDB intends to contract consulting services described in this Request for Expressions of Interest. Expressions of interest must be delivered using the IDB Portal for Bank Executed Operations (http://beoprocurement.iadb.org/home) by: August 8, 2022, 5:00 P.M. (Washington D.C. Time).

To access the IDB Portal, the firms must generate a registration account, including ***all*** the data requested by the Portal. In the event that any of the information requested is not included, the firm will not be able to participate in this or any other Bank-executed selection process for operational work. If the firm has been previously registered, please validate that you have ***all*** the firm's information updated and complete before submitting an expression of interest.

The consulting services ("the Services") include the certification of 120 government procurement officials at public procurement level 1, which will include procurement fundamentals, principles, and general practices; 60 in level 2 effective procurement processes for successful project implementation; and 30 in level 3, including advanced procurement and contract management strategies, bringing the trainees in line in terms of capacity, with what is needed for a modern procurement system. The certification program is expected to be completed within approximately 10 months of the contract signature date.

Eligible consulting firms will be selected in accordance with the procedures set out in the Inter-American Development Bank: *Policy for the Selection and Contracting of Consulting firms for Bank-executed Operational Work* - GN-2765-4. All eligible consulting firms, as defined in the Policy may express an interest. If the Consulting Firm is presented in a Consortium, it will designate one of them as a representative, and the latter will be responsible for the communications, the registration in the portal and for submitting the corresponding documents.

The IDB now invites eligible consulting firms to indicate their interest in providing the services described below in the intended Terms of Reference for the assignment. Interested consulting firms must provide information establishing that they are qualified to perform the Services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.). Eligible consulting firms may associate in a form of a Joint Venture or a sub-consultancy agreement to enhance their qualifications. Such association or Joint Venture shall appoint one of the firms as the representative.

Interested eligible consulting firms may obtain further information during office hours, 09:00 AM to 05:00 PM, (Washington D.C. Time) by sending an email to: Leslie Harper (leslieha@iadb.org).

Inter-American Development Bank

Division: IFD/FMM

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Selection process #GY-T1173-P002

TERMS OF REFERENCE

Public Procurement Certification Course for Guyana

GUYANA

GY-T1173 ATN/OC-18478-GY
https://www.iadb.org/en/project/GY-T1173

Support to Fiscal Policy and Management in Guyana

1. Background and Justification

1.1. The main purpose of the IDB's Fiscal Management Division (FMM) is to support the governments of Latin America and the Caribbean to strengthen fiscal policy and management, both at the national and subnational levels, in order to promote economic growth and reduction of inequality and poverty. The Fiscal Management Division of the Department of Institutions for Development (IFD/FMM) is looking for a consulting firm to provide a certification program in public procurement for public procurement officials in Guyana.

1.2. Guyana is a small, resource-rich economy, which sustained positive economic growth for over a decade. In addition, Guyana is expected to be producing upwards of 1.5 million barrels of oil per day, which will make it the third largest oil producing nation within in five years. To be able to manage such resources effectively, the country needs a modern and efficient public procurement system.

1.3. While Guyana has made improvements over the last few years, in terms of institutional arrangements, there is a need to deepen procurement capacity and capability to achieve fuller objectives of fairness, transparency, and best value for money. To that regard, a training center is required to provide critical training and certification to public procurement officers in the National Procurement Tender Administration (NPTA) as well as the line ministries in best practices in public procurement.

2. Objectives

2.1. The objective of the consultancy is to provide a public procurement training program that will certify government officials in three levels of public procurement expertise in an online format. This will include 120 government procurement officials at public procurement level 1, which will include procurement fundamentals, principles, and general practices; 60 in level 2 effective procurement processes for successful project implementation; and 30 in level 3, including advanced procurement and contract management strategies, bringing the trainees in line in terms of capacity, with what is needed for a modern procurement system.

3. Scope of Services

3.1. The service will include the development of an online certification program for the Government of Guyana that will include levels 1-3. Participants will be divided in cohorts of no more than 30 participants each with a maximum of 4 cohorts for level 1; 2 cohorts for level 2; and 1 cohort for level 3. All participants will have access to a dedicated online platform.

3.2. The certification program is expected to be completed within approximately 10 months of the contract signature date.

3.3. For each week of each level of the Certification Program a different Module should be presented: for each Module, participants will complete a:

- Self-guided and interactive online lesson that includes videos, content, quizzes, scenarios, etc.
- Test to validate the key knowledge that participants should have acquired through the self-guided lesson.
- Case study, the same for all participants, through which they will put into practice the tools they have been presented with in the self-guided lesson.
- Practical assignment where they will have to apply what they have learned to their own professional context.
- Live webinar at least once a week, the only synchronous online learning activity.

4. Duration of each level of the Online Certification Program: should be approximately 6 weeks per level with approximately 60 hours of learning per level.

5. Upon satisfactory completion of each level of the Online Certification Program participants will receive a Certificate.

6. Students that receive a certificate for Level 1 will have the option of taking the level 2. Students that receive a certification for level 2 will have the option of taking the level 3.

4. <u>Key Activities</u>

- **First responsibility.** Develop an approximately six-week Level 1 Online Certification Program for the Government of Guyana public procurement officials.
- **Second responsibility.** Prepare course brochure for students for level 1.
- **Third responsibility.** Carry out the courses for level 1.
- **Fourth responsibility.** Develop final report with the results from the Certification program.
- **Fifth responsibility.** Develop and Online Certification Program for the Government of Guyana public procurement officials for levels 2 and 3, each with a duration of six weeks.
- **Six responsibility.** Develop an approximately six-week Online Certification Program and prepare course brochure for students for levels 2 & 3.
- **Seventh responsibility.** Carry out courses for levels 2 & 3.