

**BARBADOS ADMINISTRATION OF JUSTICE PROGRAMME
REQUEST FOR EXPRESSIONS OF INTEREST
PRISON RAHABILITATION CAPACITY CONSULTING SERVICES
FOR HER MAJESTY’S PRISONS**

Country: Barbados

Project: Administration of Justice Programme

Financing: Inter-American Development Bank

Abstract: Prison Rehabilitation Capacity Consultancy for Her Majesty’s Prison

Sector: Consultants

Loan No.: 1332/OC-BA

Project No.: 1332/OC-BA-010

Contract/Bid No.: JIPS/YR-010

Deadline: Wednesday, March 24, 2010

1. The Government of Barbados has received financing from the Inter-American Development Bank (IDB) towards the Administration of Justice Programme and intends to apply part of the loan funds to procure consulting services for which this Request for Expression of Interests is issued.
2. The objective of this consultancy will be to develop an appropriate strategy for Her Majesty’s Prison that is aimed at reducing the level of recidivism that now obtains at the institution.
3. This project is expected to be undertaken in ten (10) months over a period of one year period and includes *inter alia*:
 - a. The development of a Rehabilitation Strategy and Implementation Plan
 - b. The design of appropriate Systems and Training Programmes, and
 - c. The design, Implementation and Evaluation of a Pilot Project
4. This invitation is open to Applicants from eligible countries of the Bank.
5. The Government of Barbados, through its executing agency the Justice Improvement Program Secretariat, Office of the Attorney General, now invites eligible firms from IDB

member countries with experience in developing and implementing successful prison rehabilitative programmes to indicate their interest in providing the services.

6. Interested consultants must provide information establishing that they are qualified to perform the required services. Information should include work experience in projects of similar scope, complexity and technical specialisation (description of similar assignments); financial capability to undertake the consultancy; availability of appropriate skills among staff; competence in English and other relevant information. Consultants may associate to enhance their ability to qualify.
7. **A short list of no more than six (6)** firms will be invited to submit technical and financial proposals for the delivery of the service. The tender documents will be made available to the short listed firms only.
8. Consulting services will be selected and contracted in accordance with the Policies for the Selection and Contracting of Consultants financed by the Inter American Development Bank (GN-2350-7) July 2006, and participation is open to all eligible bidders as defined in the policies.
9. The successful applicant will be required to enter into a contract drawn up by or in a form approved by the Solicitor General or another Legal Officer in the Public Service who has received the Solicitor General's approval.
10. All corporate Applicants must include with their application a copy of the company's Certificate of Incorporation as evidence of the fact 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 opening, the Applicant will be given a maximum of two (2) weeks 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 to in the above paragraph means a Certificate of Incorporation issued under the 1985 Companies Act of Barbados or where applicable a Certificate of Amendment. Certificates must be dated 31st December 1984.
13. Applicants interested in any tenders by the Government of Barbados should be aware that the labour clauses (Public Contracts) ACT CAP 349 shall in so far as is applicable to the tender, apply to any contract made in respect of the tender. Full details of the conditions of the ACT CAP 349 may be obtained from the Chief Labour Officer, Labour Department, 2nd Floor East Warrens Office Complex, St. Michael Barbados. Electronic copies may be obtained from the following website: <http://www.caricomlaw.org-doc-Labour> Clauses (Public Contracts) Act Cap 349.

14. Interested Applicants may obtain further information from the Justice Improvement Programme Secretariat at the following address during the hours of 8.30 a.m. to 4.30 p.m., Monday through Friday, except on public holidays:

The Project Director
Justice Improvement Programme Secretariat,
2nd Floor Goding House,
Spry Street,
St. Michael,
Barbados,
West Indies,
Tel: (246) 427-7579, Fax: (246) 427-8061,
Email: jips@caribsurf.com or justiceimprovement@barbados.gov.bb

15. Two (2) copies of the Expressions of Interest must be prepared in English and placed in the Tenders Box in sealed envelopes clearly marked **“Barbados Administration of Justice Programme Request for Expression of Interest Prison Rehabilitation Capacity Consulting Services for Her Majesty’s Prison”** at the following address no later than 4.30 p.m. (Barbados time), on Wednesday, March 24, 2010:

The Chairman
Special Tenders Committee
Central Purchasing Department
Holborn Circle
Fontabelle
St. Michael
BARBADOS

16. **Late submissions will not be accepted and will be returned unopened to the Applicants.**
17. Applicants will be advised in due course of the result of their applications. Only successful Applicants expressing an interest in this consultancy will be invited to bid under international competitive bidding for the consulting services.
18. The Government of Barbados reserves the right to accept or reject any application received.