

IDB1155-764/09

BARBADOS

ANALYSIS OF REQUIREMENTS FOR STRENGTHENING THE INSTITUTIONAL  
CAPACITY OF OFFICE

PSM

INDIVIDUAL CONSULTING SERVICES

Grant No. ATN/SF-5548-BA

Contract/Bid No. CBA-TCDPO, Request for Expressions of Interest

The Government of Barbados will receive financing from the Inter-American Development Bank (IDB) to undertake an analysis of the requirements for strengthening the institutional capacity of the Barbados Town and Country Development Planning Office (TCDPO). The TCDPO is responsible for ensuring the orderly and progressive development of land both in urban and rural areas of Barbados. As such, the primary functions of the TCDPO include: (a) **Preparation and monitoring of physical development plans for the island;** (b) **controlling the development of land having regard to proper planning standards;** (c) **environmental management practices;** and (d) **monitoring of development activities and enforcement of planning control.** Strengthening the institutional capacity of the TCDPO is an essential step in enhancing the country's competitiveness.

The services include a review of and recommendations to improve the: (a) current staffing structure including the role, function and existing skill sets of the Senior Town Planners as well as the role and function of the Deputy Chief town Planner; (b) existing institutional structure; (c) protocols for handling and processing applications including Environmental Impact Assessments and the system for "fast tracking" major applications; (d) criteria for collaboration between the Planning Office and other government agencies; (e) mechanisms for communication between the Planning Office, and government agencies; (f) legislation required to give effect to an improved planning system; and (g) TCDPO's capacity in the areas of accounting, personnel and general administration. This assignment is expected to be completed within a period of four months and has a fixed budget of up to US\$ 60,000.

The Town and Country Development Planning Office now invite eligible individual consultants to express their interest in providing the services. Interested consultants must submit information establishing that they are qualified to perform the services (resumes/CVs, description of similar assignments, experience in similar conditions, appropriate skills, etc.).

Consultants will be selected in accordance with the procedures set out in the IDB's <I>Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank</I> (current edition) and participation is open to all eligible bidders as defined in the policies.

**Interested consultants may obtain further information at the address below during office hours (8:15– 16:30), Monday through Friday.**

**Five copies of the individual consultant's Resume/CV must be delivered via direct mail (postal and courier services) to the address indicated below by Tuesday, 1 December 2009. NB Proposals submitted by e-mail will not be considered.**

**Town and Country Development Planning Office**

**Attn: Chief Town Planner**

**Block C, The Garrison, Saint Michael**

**Barbados, BB 14038**

**Tel: (246) 467-3070**

**Fax: (246) 430-9392**

**E-mail: [contact@townplanning.gov.bb](mailto:contact@townplanning.gov.bb)**