

## **REQUEST FOR EXPRESSIONS OF INTEREST** **CONSULTING SERVICES**

Selection # RG-T4008-P007

Selection Method: Fully Competitive

Country: International

Sector: Institutions for Development

Funding – TC #: RG-T4008

Project #: ATN/CO-19210-RG

TC name: STRENGTHENING THE IMPLEMENTATION CAPACITY OF CARIBBEAN BLUE ECONOMY CLUSTERS AND VALUE CHAINS

Description of Services: Consultancy to Build a Centralized Data Management System to Collect Data from all Cluster Ports in Grenada, Integrate Management System with the Ministry of Fisheries Centralized Database, and build a vessel application for vessels trip reporting and on-board training.

Link to TC document: <https://www.iadb.org/en/project/RG-T4008>

The Compete Caribbean Partnership Facility through 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://beo-procurement.iadb.org/home>) by: **February 22<sup>nd</sup>, 2023**, 5:00 P.M. (Washington D.C. Time).

The Compete Caribbean Partnership Facility (CCPF) is seeking a consultant to support Grenada's GNExTT cluster to build a centralized data management system that will collect data at all ports of the cluster and to integrate this system with the existing system of the Ministry of Fisheries in Grenada (Calypso). The goal of GNExTT is to improve the operational efficiency of the supply chain and the market value of fish products primarily Yellow Fin tuna. Central to the achievement of this goal is the introduction and use of supply chain traceability technology and other modern fishing practices to improve the quality of fish products.

The consulting services ("the Services") shall improve the current data capture and order routing system used by and expand the functionality to include food safety, on-board vessel information and data integrations with the current fisheries management system. The specific objectives are as follows:

1. Developing the specifications for a data management system that will capture the remote receiving of products offloaded by other ports. The consultant will integrate this data management system with the existing system used by the Ministry of Fisheries in Grenada (Calypso).
2. Design and implement an Integration API of the current data collection system of GNExTT with the Ministry of Fisheries' Calypso system.

3. Develop a vessel training and data capture interface for obtaining vital HACCP and trip information during fishing trips and provide simple training materials on on-board fish handling.
4. Design and implement a module in the upgraded data management system that will allow for the capture of HACCP and other food and safety information to ensure compliance with SQF Code 9..
5. Integrate in facility HACCP and food safety data collection functionality.
6. Develop a consumer facing application for tracing of GNExTT products via barcode or QR code.

**Term:** The services are expected to be delivered in a period of 12 months.

**Location:** Grenada

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 above in the draft summary of 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.

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.

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: Alex Sanchiz [alexsa@iadb.org](mailto:alexsa@iadb.org), cc'd to [competecaribbean@iadb.org](mailto:competecaribbean@iadb.org).

Inter-American Development Bank  
Compete Caribbean Partnership Facility  
Division: Competitiveness, Technology and Innovation  
Attn: Alex Sanchiz  
Tel: +1 (202) 597-8083  
E-mail: [alexsa@iadb.org](mailto:alexsa@iadb.org)  
Web site: [www.iadb.org](http://www.iadb.org)

## **TERMS OF REFERENCE**

*Compete Caribbean Partnership Facility (CCPF)- Consultancy to Build a Centralized Data **Management** System to Collect Data from all Cluster Ports in Grenada, Integrate Management System with the Ministry of Fisheries Centralized Database, and build a vessel application for vessels trip reporting and on-board training.*

*Grenada*

*ATN/CO-19210-*

*RG-T4008*

*[Web link to approved document](#)*

*Strengthening the Implementation Capacity of Caribbean Blue Economy Clusters and Value Chains*

### **1. Background and Justification**

- 1.1. Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries. In 2016, the Inter-American Development Bank (IDB), the United Kingdom’s Foreign, Commonwealth & Development Office (FCDO), the Caribbean Development Bank (CDB) and the Government of Canada have established a co-financing facility called “The Compete Caribbean Partnership Facility” (GN-2851), which is a continuation of the Compete Caribbean Program that funded over 100 private sector development projects over the period 2010-2016 in the Caribbean. These projects generated nearly 12,000 jobs, a 23% increase in exports (USD\$37M) and a 41% increase in the revenue of participating firms and clusters (USD\$153M), as well as an improvement in the business climate for some countries through policy or regulatory reforms.
- 1.2. The CC PF is currently supporting projects in The Bahamas, Barbados, Belize, Guyana, Jamaica, Trinidad and Tobago, Suriname, Antigua and Barbuda, Dominica, Grenada, St. Kitts and Nevis, Saint Lucia, and Saint Vincent & the Grenadines, which are its beneficiary countries. The ultimate goal of this Program is to contribute to the increase in the standard of living and quality of life, by enhancing the competitiveness of Caribbean countries. The program is structured into two pillars. **Pillar I:** Productivity and Innovation in Firms, promotes clustering, technology use and innovation in the private sector through technical assistance to business support organizations and firms. **Pillar II:** Business and Innovation Climate, promotes an enhanced business climate through technical assistance for legal and policy reform, institutional strengthening, public-private dialogue, and data collection.

- 1.3. The purpose of CCPF is to support the region in driving competitiveness and sustainable economic growth. The program focuses on: (i) supporting firms to grow, innovate and enter new sectors and markets; and (ii) promoting an environment that enables innovation and growth. More specifically, the CCPF's objectives are to:
- Increase productivity in firms.
  - Increase employment, particularly for women and vulnerable groups.
  - Generate and sustain exports within and outside the region.
  - Foster sustainable and inclusive economic growth.
- 1.4. The Compete Caribbean Partnership Facility (CCPF) is poised to invest US\$4.5 million to support private sector-driven projects in the blue economy in the Caribbean, as well as policy reforms in the blue economy space that can help unleash growth. In November 2020, CCPF issued a Blue Economy Cluster Call for Proposals under its Pillar I - Productivity and Innovation in Firms. It sought to support blue economy focused, private sector cluster initiatives that can help Caribbean firms grow, generate employment and export to new markets, and the Caribbean economies to diversify to better confront the COVID crisis.
- 1.5. In response to the call for proposals, six projects were chosen from around the Caribbean. The GNExTT cluster proposal from Grenada was selected. The goal of GNExTT is to improve the operational efficiency of the supply chain and the market value of fish products primarily Yellow Fin tuna. Central to the achievement of this goal is the introduction and use of supply chain traceability technology and other modern fishing practices to improve the quality of fish products. The GNExTT cluster comprises of three organisations namely 1 Skip Development with fisheries management and traceability experience, the Gouyave Fishermen Cooperative and FIJIBAY Inc a private NGO fully owned by the Carriacou Fishers Association. GNExTT evolved over a four-year period of active involvement of the partners who participated in the Caribbean Bill Fish Project funded by the World Bank and implemented by the FAO 2017-2018. As part of the project, the team participated in the design of a business case to transition the tuna long line and FAD fisheries in Grenada to a more sustainable and profitable activity. Additionally, the first Comprehensive Tuna Fishery improvement project (C-FIP) in the Caribbean was produced.
- 1.6. A cluster Development plan was completed to create a strategic direction for the cluster and to reach consensus on the priorities that address the challenges and opportunities for inclusive and sustainable economic growth. The cluster's mission is to improve the operational efficiency of the supply chain and the market value of fish products. In pursuit of this mission, critical goals are the building of GNExTT's data collection system linking all cluster ports and integrating same into the government's data base at the Ministry of Agriculture and Fisheries and the creation of an International Commission for the Conservation of Atlantic Tunas (ICCAT) transshipment policy. This includes appropriate laws and regulations.
- 1.7. The Compete Caribbean Partnership Facility (CCPF) is seeking a consultant to build a centralized data management system that will collect data at all ports of the cluster and to integrate this system with the existing system of the Ministry of Fisheries in Grenada (Calypso).

## **2. Objectives**

- 2.1. The main objective of this consultancy is to improve the current data capture and order routing system used by GNExTT. More specifically to expand the functionality to include food safety, on-board vessel information and data integrations with the current fisheries management system. Including the following specific objectives:
  - 2.1.1. The consultant will integrate this data management system with the existing system used by the Ministry of Fisheries in Grenada (Calypso).
  - 2.1.2. Develop a vessel training and data capture interface for obtaining vital HACCP and trip information during fishing trips and provide simple training materials on on-board fish handling.
  - 2.1.3. Integrate some in facility HACCP and food safety data collection functionality.
  - 2.1.4. Develop a consumer facing application for tracing of GNExTT products via barcode or QR code.

### **3. Scope of Services**

The scope of services includes the following:

- 3.1. Developing the specifications for a data management system that will capture the remote receiving of products offloaded by other ports.
- 3.2. Design and implement an Integration API of the current data collection system of GNExTT with the Ministry of Fisheries' Calypso system.
- 3.3. Design and implement a module in the upgraded data management system that will allow for the data collection of ICCAT KDE's and methodologies to ensure compliance with ICCAT transshipment regulations.
- 3.4. Design and implement a module in the upgraded data management system that will allow for the capture of HACCP and other food and safety information to ensure compliance with SQF Code 9.
- 3.5. Develop a vessel training and data capture interface for obtaining vital HACCP and trip information during fishing trips and provide simple training materials on on-board fish handling.
- 3.6. Design and develop a website for tracking and tracing QR or Barcode based searches of GNExTT product.

### **4. Key Activities**

The consulting firm will carry out the following key activities that will facilitate the achievement of the objective:

- 4.1. Prepare and submit a concise draft Work Plan for the conduct of the assignment.
- 4.2. Conducting a baseline assessment to determine readiness of cluster agencies and the Ministry of Fisheries with roles in the utilization of the data management system. The assessment should address relevant issues including business processes, computer hardware and software, network connectivity, records management, and structure staffing and skills, including requirements for system support and maintenance. The assessment will also take into consideration related information technology initiatives, either recently completed, ongoing or planned.
- 4.3. Review existing systems with a focus towards interoperability. Review the best practices of data management systems used in the fisheries sector.
- 4.4. Participate in project meetings with project team, cluster members, senior staff from the Ministry of Fisheries and other relevant stakeholders to gain a comprehensive understanding of the consultancy and the data management needs of the cluster.

- 4.5. Engage with the relevant staff members of the Ministry of Fisheries to be familiarized with the Government of Grenada's centralized system.
- 4.6. Prepare a draft Build Report for the upgrade and integration of the data management system based on the readiness of the cluster and other participating agencies. The Build Report should include sections on proposed upgrades and application wireframes that apply to the objectives of the cluster.
- 4.7. Based on approval of the Build Report, build, install and test the agreed solution implementing technology upgrades to existing GNExTT data management system to allow for remote receiving of products offloaded from other ports. Maintain a "log"/version of the code at each step of conceptualization (for example: Github).
- 4.8. Build and test Integration API between current system of GNExTT and the Government of Grenada's centralized database.
- 4.9. Work with (ICCAT) consultancy to integrate ICCAT KDEs and methodologies of data collection to ensure compliance with ICCAT transshipment regulations. Build and test the methods for collecting ICCAT KDEs that allow for landing of product in Grenada from foreign flagged fishing vessels.
- 4.10. Work with Food Safety consultants to design and integrate current supply chain traceability system with Hazard Analysis Critical Control Point (HACCP) and food safety policies. Design, implement and test a food safety module within the existing system that allows for electronic recording of HACCP and other food safety information in compliance with SQF code 9.
- 4.11. Work with GNExTT team to develop a vessel data capture module for use on android phones.
- 4.12. Prepare and execute a comprehensive System Test Plan and Test Cases.
- 4.13. Resolve issues which arise from the round of testing.
- 4.14. Prepare a Final Report on the conduct of the assignment. This should include a discussion on the upgrades to the data management systems and the integration to the Calypso system. Any resolution of issues during User Acceptance Testing, the transition to the upgraded system, support provided during, and post- implementation and challenges encountered after integration to Calypso system and how they were resolved should be documented. This should also include the source code for the system. The recommendations for improving the performance and the sustainability of the data management systems and how it can be eventually integrated into other relevant systems should also be included.
- 4.15. Prepare a final presentation on work completed and demo of the technology in Grenada.
- 4.16. Provide post-implementation support as agreed with the project team.

## 5. Expected Outcome and Deliverables

The expected outcomes and products under this assignment are the following:

- 5.1. **PRODUCT 1:** Draft Work Plan for the conduct of the assignment within 1 week of contract signing; and a revised version within 1 week of receipt of comments on the draft version.
- 5.2. **PRODUCT 2:** Draft Build Report within 8 weeks of contract signing; and a revised version within 1 week of receipt of comments on the draft version.
- 5.3. **PRODUCT 3:** Midterm Progress Report to provide progress updates as per work schedule and implementation plan within 10 weeks of submission of the Build Report.
- 5.4. **PRODUCT 4:** A Final Report, inclusive of the source code of the newly developed system and a final presentation that provides details of the work executed and fulfilment of the project plan as specified in section 4 within 32 weeks of signing the contract.

## 6. Project Schedule and Milestones

Deliverable	Date	Description
Product 1	2 weeks after signing contract	See 5.1
Product 2	8 weeks after signing contract	See 5.2
Product 3	18 weeks after signing contract	See 5.3
Product 4	32 weeks after signing contract	See 5.4

## 7. Reporting Requirements

- 7.1. The consulting firm will submit their deliverables according to the schedule established in section 6 of this Terms of Reference. Every report will be submitted to the Bank in an electronic file. The report should include cover, main document, and all annexes. Deliverables should be submitted to the relevant stakeholders at GNExTT, the project team leader Claudia Stevenson and copied to the CCPF Coordinator Pillar I Productivity and Innovation in Firms Mr. Wayne Elliot.

## 8. Acceptance Criteria

- 8.1. The acceptance of deliverables must be given by the IDB when all comments received during the revision process are included in the submitted reports. Upon approval the IDB will disburse payments.

## 9. Other Requirements

- 9.1. **The firm should ensure that the proposed team of experts include personnel with advanced knowledge and working experience in the relevant areas of expertise required for this assignment including:**
- a) **Education:** An Advanced degree in IT/Computer Science, Data Science, Computer Science/ Applications, Systems Engineering, Information Systems or relevant experience.
  - b) **Experience:** Minimum of 10 years of experience in in managing and building data management systems specifically for seafood traceability. Familiarity and experience working within the Caribbean Fishing sector and environment will be an asset. Competent in the following technologies: SQL Server 2017, C# C++, Python, Java, Solidity, Vyper, Golang, JavaScript. Working experience in Grenada and/or the Caribbean region or SIDS will be considered an asset.
  - c) **Language:** Fluent in English
  - d) **Core and Technical Competencies:**
    - Project management
    - Change management
    - Ability to meet tight deadlines
    - Excellent planning and strong communication skills

- e) **Communication:** Good oral and written communication skills, including the ability to liaise with technical specialists and present information in a clear and concise manner.

## **10. Supervision and Reporting**

- 10.1. The IFD-Institutions for Development Sector will have the technical responsibility of the execution of this work order as well as for the approval of the deliverables prepared by the consulting firm(s). Prior to approval, the IDB shall seek the endorsement for each deliverable from GNExTT and other sections of the Bank involved in the project. In representation of the IDB, the technical coordination and leadership for this consultancy rests with IDB's staff member Claudia Stevenson in coordination with the rest of the project team.

## **11. Schedule of Payments**

- 11.1. Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.
- 11.2. The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

<b>Payment Schedule</b>	
<b><i>Deliverable</i></b>	<b>%</b>
1. Draft Work Plan	20%
2. Draft Build Report	30%
3. Midterm Progress Report	30%
4. Final Report, Source Code and Presentation	20%
<b>TOTAL</b>	<b>100%</b>