



## REQUEST FOR EXPRESSIONS OF INTEREST CONSULTANCY SERVICES

### Boosting Innovation, Growth and Entrepreneurship Ecosystems (BIGEE) Programme

**ASSIGNMENT:** Assessing the entrepreneurial and business landscape & identifying solutions to increase the participation of Women in Entrepreneurship in Jamaica

**PROJECT #:** JA-00010 /JA-L1085

**Procurement ID #:** JA-L1085-P74389

**Associated WBS #:** 4.2.1

**SELECTION METHOD:** Selection Based on the Consultants Qualification (CQS)

The Development Bank of Jamaica (DBJ), through the Government of Jamaica (GoJ), has received a grant from the EU towards the cost of the Boosting Innovation, Growth and Entrepreneurship Ecosystems (BIGEE) Programme, specifically to change the landscape to be more inclusive of female entrepreneurship in Jamaica by reducing the barriers that prevent the widespread growth of these businesses.

The initiatives of the BIGEE programme, expected to be used to drive these changes, include but are not limited to:

- Innovation Grant Fund
- Pre-Incubation, Incubation and Acceleration Programmes
- IGNITE programme
- Mentorship and networking opportunities.

The consulting services ("the Services") will require a consulting firm or related organization with practical experience in research methods and qualitative analysis techniques, as well as experience in gender and entrepreneurship issues.

The objective of the assignment is to assess the landscape of female entrepreneurship and female-led or owned businesses in Jamaica and identify solutions to increase their participation in the BIGEE programme.

The DBJ now invites eligible Consultants ("Firms") to indicate their interest in providing consultancy services for the specialized area. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

The consultant will be expected to have the following capabilities and skills:

- **Education:** Postgraduate degree in Sociology, Economics, Behavioural Science or a relevant Social Science.
- **Experience:** Experience in similar assignments, in terms of nature of the assignment, complexity and scale, for at least five (5) years. Practical experience in research methods and qualitative analysis techniques is required, as well as proven experience in gender and entrepreneurship issues. Knowledge of the Jamaican entrepreneurial ecosystem, relevant institutions/actors and public support programmes.
- Consultant must also demonstrate effective time management skills and ability to work with deadlines.
- **Languages:** Fluency in oral and written English.

All experience, knowledge and partnerships should be demonstrated through contracts, letters of conformity or any equivalent.

The Terms of Reference may be downloaded from the DBJ's website: <http://www.dbankjm.com> as of **Monday, September 26, 2022**.

The attention of interested Consultants is drawn to 1.9 of the IDB's *Guidelines: Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank (GN-2350-9), March 2011* setting forth the IDB's policy on conflict of interest. The Consultant will be selected in accordance with the **Selection Based on the Consultants' Qualifications (CQS)** method set out in the *GN-2350-9, March 2011* on page 20, Item 3.7- 8.

**Deadline for Clarifications:** All Requests for Clarification should be submitted on or before **Wednesday, October 5, 2022, at 4:30 p.m.**, by sending an email to: [thinkbigjee@dbankjm.com](mailto:thinkbigjee@dbankjm.com).

Expressions of Interest may be delivered in writing to the address below (in person or by mail) or via email: [thinkbigjee@dbankjm.com](mailto:thinkbigjee@dbankjm.com) no later than **Friday, October 14, 2022 at 3:00 p.m.**

Development Bank of Jamaica

Attn: Procurement Specialist/Project Manager

Assessing the Entrepreneurial and Business Landscape & Identifying Solutions  
to Increase the Participation of Women in Entrepreneurship in Jamaica (BIGEE) Programme

11a-15 Oxford Road, Kingston 5

Jamaica, West Indies



## INVITATION TO BID

### RIVER TRAINING WORKS

Pitfour/Granville, St. James

**Procuring Entity:** St. James Municipal Corporation

**Scope:** River Training Works, to include construction of Box Culvert, Masonry U-Drain, Gabion Revetment and Earth Works.

NB: The contractor will be required to provide all labour, materials, tools and equipment to complete the works.

**PPC Grade/Category:** Civil Engineering with a minimum grade of 2.

**Tender Security:** \$100,000.00

**Procurement Method:** National Competitive Bidding (NCB)

**Contact Information:** Superintendent, Roads and Works

**Address of Entity:** 19a Union Street  
Montego Bay, St. James

**Telephone Number(s):** 876-952-5500-2, Ext. 2401

**Email Address:** [bgrant@stjamesmc.gov.jm](mailto:bgrant@stjamesmc.gov.jm)  
[cc.stjamesmcja@gmail.com](mailto:cc.stjamesmcja@gmail.com)

Bid packages are available from the GOJ's e-procurement (GoJEP) portal <https://www.gojep.gov.jm> as of **Monday, September 19, 2022**. Bids must be submitted online on or before **12:00 noon on Wednesday, October 19, 2022**. Bids will be opened online at <https://www.gojep.gov.jm> on the same day, immediately after bid submission deadline. Please visit the GoJEP portal for full details.

For assistance with registration on the GoJEP portal, please contact the Ministry of Finance and the Public Service Help Desk at 876-932-5220 or via email at [opppcustomer-care@mof.gov.jm](mailto:opppcustomer-care@mof.gov.jm).



## Printing and Mail Packaging Services

NHT Head Office, 4 Park Boulevard, Kingston 5

**Procuring Entity:** National Housing Trust

**Scope:** The successful registered service provider will be required to provide printing and mail packaging services for a period of three (3) years at the National Housing Trust's Head Office, located at 4 Park Boulevard, Kingston 5, St. Andrew, commencing November 2022.

**PPC Grade/Category:** Printing and Lithographic Services

**Tender Security:** N/A

**Procurement Method:** National Competitive Bidding

**Contact Information:** Manager, Procurement Unit

**Address of Entity:** 4 Park Boulevard, Kingston 5

**Telephone Number(s):** (876) 929-6500-9, Ext. 7632/7279

**Email Address:** [procurement@nht.gov.jm](mailto:procurement@nht.gov.jm)

Bid packages are available for download from the GOJ's e-procurement portal at [www.gojep.gov.jm](http://www.gojep.gov.jm), from **Tuesday, September 20, 2022**. Bid must be submitted online on or before **Monday, October 10, 2022 at 11:00 am**; opening of bids will be done online via the e-procurement portal at [www.gojep.gov.jm](http://www.gojep.gov.jm) on the same day, immediately following bid submission deadline. Please visit the GoJEP portal and NHT website at [www.nht.gov.jm](http://www.nht.gov.jm) for full details.

For assistance with registration on the GOJEP portal, please contact the Ministry of Finance and the Public Service Help Desk at: (876) 932-5220 or via email at [opppcustomer-care@mof.gov.jm](mailto:opppcustomer-care@mof.gov.jm)