

REQUEST FOR EXPRESSIONS OF INTEREST **CONSULTING SERVICES**

Selection # as assigned by e-Tool: RG-T3163-P001

Selection Method: Full Competitive Selection

Country: Regional

Sector: Competitiveness, Technology, and Innovation (IFD/CTI)

Funding – TC #: ATN/CO-16694-RG

Project #: RG-T3163

TC name: Innovation Firm Performance and Gender (IFPG) Issues in Enterprises in the Caribbean

Description of Services: The objective of the consultancy is to gather internationally comparable firm-level data on innovation, use of digital technologies, firm performance, gender and business management practices by implementing an Innovation, Firm Performance and Gender (IFPG) Survey in 13 Caribbean Countries. (Antigua and Barbuda, The Bahamas, Barbados, Belize, Dominica, Grenada, Guyana, Jamaica, St. Lucia, St. Kitts and Nevis, St. Vincent and the Grenadines, Trinidad and Tobago, and Suriname).

Link to TC document: <https://www.iadb.org/en/project/RG-T3163>

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://beo-procurement.iadb.org/home>) by June 20th, 2018, 5:00 P.M. (Washington D.C. Time).

The consulting services (“the Services”) include: a) *the definition of a new sample frame representative of the major economic sectors of these economies, b) the definition of a new methodological approach that includes the development of relevant and comparable indicators, and the provision of statistically significant business environment indicators that are comparable across countries; c) actual application of the survey to collect data of business performance, innovative activities, technology use, management practices, gender and business climate, and d) the harmonization of the data collection in the Caribbean countries to the guidelines of the Oslo Manual and the data collected by the Innovation Surveys routinely carried out in Latin America.*

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-2765-1. All eligible consulting firms, as defined in the Policy may express an interest.

The IDB now invites eligible consulting firms to indicate their interest in providing the services described below 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.

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: *Claudia Stevenson* (claudiast@iadb.org).

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Selection process: RG-T3163-P001

SUMMARY TOR

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.
- 1.2.** On March 20, 2016, the IDB Board approved the creation of the Compete Caribbean Partnership Facility (CCPF) as a multi-donor Trust Fund jointly funded by the United Kingdom’s Department for International Development (DFID), the Caribbean Development Bank (CDB), and the Government of Canada. The goal of the Compete Caribbean Partnership Facility is to support the Caribbean region in increasing productivity and Caribbean firms’ contribution to economic growth
- 1.3.** Phase 1 of Compete Caribbean (2010-17) supported the Caribbean Enterprise and Indicator Survey 2011 (CES 2011) that was carried out as part of the World Bank’s Latin American and Caribbean Enterprise Survey (LACES). During 2013 – 2014 the Productivity, Technology, and Innovation (PROTEqIN) survey was carried out as an update of the 2011 exercise, keeping the same core questions and including modules on innovation behavior and labor management practices, and using a sample framework comprising a panel of 96% of firms extracted from CES 2011.
- 1.4.** As part of the activities envisioned in the second phase of the Compete Caribbean Program, a third round of business surveys focusing on Innovation, Firm Performance and Gender (IFPG) will be carried out, focusing on the innovative behavior of Caribbean businesses, and aligned with innovation surveys routinely carried out by statistical offices in Latin America, as well as the recent developments and methodological recommendations from by the Oslo Manual (OECD, Eurostat). This updated exercise requires a new sample framework of enterprises that is representative of the current Caribbean economy. The IDB encourages exploring ways in which recent technological developments (machine learning, pattern recognition, data mining, visualization, etc.) can provide Big Data that can be used and analyzed to develop the sample framework or in complementing data collected.
- 1.5.** The survey will also explore the topic of gender within the private sector in the Caribbean – particularly women-owned and managed firms – and the expectation is that this topic will be more widely addressed than in previous surveys, in alignment with the stronger gender focus of the second phase of the Caribbean program. In addition, this new round of surveys needs to be closely coordinated with other data-gathering initiatives currently being implemented in the Caribbean such as the Project for the Regional Advancement of Statistics in the Caribbean (PRASC). PRASC has a component that focuses on Business Survey Infrastructure and the improvement of the methodology of business surveys for better economic statistics in the Caribbean region. Another important

initiative to coordinate with is the Latin American innovation surveys (LAIS) dataset, a harmonized and anonymized dataset collected by the Competitiveness, Technology and Innovation (CTI) Division of the IDB< consisting of cross sectional data at the firm level, covering 10 countries over the period 2004-2016, including around 700 variables across 12 themes to describe innovation in Latin American firms (not covering the Caribbean). The consultancy shall : 1) coordinate with the PRASC and the National Statistical Offices to incorporate lessons learned from their development of business registries and data collection exercises (i.e. non-response rates, etc.), and apply these lessons learned to the IFPG exercise; 2) produce a survey instrument whose data can be harmonized with the LAIS.

- 1.6. This term of reference seeks consulting services to gather internationally comparable firm-level data on innovation, use of digital technologies, firm performance, gender and business management practices, implementing the Innovation, Firm Performance and Gender (IFPG) Survey in 13 Caribbean Countries

2. **Objectives**

2.1 The objective of the consultancy is to gather internationally comparable firm-level data on innovation, use of digital technologies, firm performance, gender and business management practices, implementing the Innovation, Firm Performance and Gender (IFPG) Survey in 13 Caribbean Countries (countries (Antigua and Barbuda, The Bahamas, Barbados, Belize, Dominica, Grenada, Guyana, Jamaica, St. Lucia, St. Kitts and Nevis, St. Vincent and the Grenadines, Trinidad and Tobago, and Suriname). The specific objectives are (i) To define a new sample frame that is representative of the major economic sectors in each country; (ii) To define a new methodological approach that includes the development of relevant, comparable indicators, adopting international standards and guidelines for collecting statistical data; (iii) To provide statistically significant business environment indicators that are comparable across countries; (iv) To collect data on business performance, innovative activities, technology use, management practices, and gender and business climate (v) To harmonize, as much as possible, the data collection in Caribbean countries to the guidelines of the Oslo Manual and the data collected by the Innovation Surveys routinely carried out in Latin America.

3. **Key Activities**

The contractual will undertake the following activities:

- 3.1. **Methodological Approach and Sample Framework.** Define a methodological approach to develop the sample framework, the optimal and most relevant number of questions, the replication of questions from other initiatives in the region and outside the region, and the data collection method. The sampling methodology shall define the stratification to be used, determined fundamentally by unit size, industry and country, define a non-response standard and the strategy for addressing non-responses.
- 3.2. **Survey Scope.** The Consultant shall collect data for the 2015-2017 period from a statistically representative sample of enterprises from among the 13 countries on: business performance, innovation, use of technology, management practices, gender in the workplace, business environment, and firm data. The consultant can propose improvements, based on new technological and methodological advances for data collection
- 3.3. **Design Questionnaire.** The consultant will review the CES 2011¹, PROTEqIN 2013-2014², and the survey instruments applied by different Latin American countries, as well as the Oslo Manual, to propose the IFPG survey instrument. The new survey instrument -that should be the around the same size of PROTEqIN's questionnaire in number of questions and variables- should allow research on the following questions: a) assessment of performance of Caribbean firms; b) determinants of performance and of productivity in the Caribbean; c) innovation behavior and obstacles of Caribbean enterprises; d) digital technology use among businesses in the Caribbean; e) green innovation in the Caribbean; f) differences in firm productivity and performance according to gender of ownership and/or management; g) labor and management practices; and, h) business environment. The questionnaire and sample design and the implementation of the survey should follow the guidelines from the Oslo Manual and the best practices, as well as the manual for the implementation

1 <https://data.iadb.org/DataCatalog/Dataset#DataCatalogID=11319/8391>

2 <http://competecaribbean.org/proteqin/>

of innovation surveys published by IDB ³.

- 3.4. Implementation of the Surveys.** The IFPG will be carried out by the selected consulting firm by means of face-to-face interviews with each establishment's senior managers. The questionnaires should be designed to seek opinions and information from the establishment's senior manager, accountant, and/or human resource manager. The design shall include questions to solicit information about firm performance, innovation practices, technology use, gender involvement in the business, and management practices, as well as managers' opinions on different aspects of the business environment. The consultant firm shall train enumerators and perform a pilot of the questionnaire in 5 companies.
- 3.5. Deliverables.** The consultant shall deliver a clean, labeled database of completed IFPG interviews in STATA, previously agreed upon with the IDBG/Compete Caribbean Team. The database will contain all variables included in the questionnaire, following the codes included in the attachments and will include weights, projection factors and any other data necessary to conduct quantified tabulation. Each establishment should have a unique numeric identifier:

³ <https://publications.iadb.org/handle/11319/5693> and <https://publications.iadb.org/handle/11319/6638>