

REQUEST FOR EXPRESSIONS OF INTEREST CONSULTING SERVICES

Selection #RG-BA-T1056-P003

Selection Method: Simplified Competitive Selection

Country: Barbados

Sector: *Competitiveness, Technology & Innovation*

Funding – TC #: ATN/CO-16746-BA

Project #:BA-T1056

TC name: *Capacity Building for Barbados in Alternative Dispute Resolution Systems.*

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) and the Caribbean Development Bank (CDB). The ultimate goal of the Compete Caribbean Partnership Facility is to support the Caribbean region in increasing productivity and Caribbean firms’ contribution to economic growth. The specific objectives are to (i) support firms to grow, innovate and enter new sectors and markets; and (ii) to promote an environment that enables innovation and growth. The Facility will support productivity and economic growth in the Caribbean by focusing on two thematic pillars: (i) productivity and innovation in firms; and (ii) enhancing the business and innovation climate. The Facility is being executed by Inter-American Development Bank and henceforth all procedures related to operations and implementation thereof must comply with IDB policies.

The proposed consultancy will be funded by the CCPF with the aim of improving the enabling environment for business development, trade and integration in Barbados. The objective of this consultancy is to deliver standardized international training for master trainers to facilitate Alternative Dispute Resolution training development and increased capacity for local delivery of future training.

[Link to TC Document](#)

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: **August 31st, 2018, 11:59P.M.** (Washington D.C. Time).

The consulting services (“the Services”) include the following activities to be implemented over a 12-month period:

To design and deliver a Commercial Mediation Training Course: A skills-focussed training course for a total of 24 participants designed to introduce delegates to a step-by-step mediation process adaptable to a wide range of circumstances and ultimately equipping them to mediate civil and commercial disputes post accreditation. Participants are envisaged to be from varying professional backgrounds, both legal and commercial. The training should include an introduction to the theory and practice of mediation with a

focus on, but not limited to, understanding the dynamics of conflict; essential skills to identify the range of drivers underpinning differing perspectives; effective communication skills and processes to manage difficult or emotionally charged interactions; strategies to generate options and to break impasses; practical tools to focus conflicting persons on achieving constructive outcomes; and a critical understanding of ethical issues relevant when navigating conflict and dispute situations. Envisaged as a highly interactive training product, the course should include dynamic plenary and group discussions about core concepts and process; interactive discussions drawing on the existing experience and expertise of the participants; structured role-play simulations offering participants the opportunity to experience the roles of the mediators, the parties and their legal representatives; personalised coaching with feedback from highly skilled and experienced mediators; and references to “real” conflict situations and/or fishbowl activities, including min role-plays, video clips etc. Whereas some of the training can be offered online with structured tutorials, the main training course should be designed as a face-to-face workshop to include extensive role-play and mediation exercises. Additionally, including reference to the Arbitration and Mediation Court of the Caribbean (AMCC)’s Mediation Rules is requested to ensure relevance. The AMCC will work closely with the trainers to ensure the course structure encompasses the same. The training should lead to certification or accreditation by way of an exam designed to test the participants’ knowledge and ability to practice as mediators to an internationally respected standard.

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 in the [draft summary above](#) 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:

Inter-American Development Bank
Division: Competitiveness, Technology and Innovation (CTI)
Attn: Valarie Pilgrim
1300 New York Ave, NW, Washington DC 20577, USA
Tel: 246 627-8547
E-mail: valariep@iadb.org
Web site: www.iadb.org

Contractual teams should have specific expertise and knowledge, which will be the main criterion for their selection. It is anticipated that the team would comprise of individuals with strong competencies in the below areas but this is not meant to restrict team compositions to exact roles described below.

Team Leader

Academic Degree / Level & Years of Professional Work Experience:

- Advanced degree in Law or International law, including Company Law, Commercial Property, Contract and Employment Law;
- Minimum 10 years of professional experience in the fields relevant to alternative dispute resolution mechanisms in civil justice.

Core Competencies:

- Proven expertise in provision of advice for the development of training programs for lawyers, government officials, judicial actors and /or arbitrators and mediators;
- Extensive expertise in the field of ADR internationally, as well as legal issues related to commercial activities with specific knowledge of, and familiarity with, the legal and commercial environment in Barbados and the Caribbean region;
- Experience undertaking assignments for similar not-for-profit organisations;
- Familiarity of working in the Caribbean, including the OECS;
- Ability to work in multi-disciplinary and multi-cultural teams;
- Ability to work under pressure against strict deadlines;
- Ability to think out-of-the-box;
- Ability to present complex issues persuasively and simply;
- Ability to contextualize global trends in accordance with the dynamics of the operating (working) environment.
- Fluency in oral and written English.

Experts

Academic Degree / Level & Years of Professional Work Experience:

- Advanced degree in Law or International law, including Company Law, Commercial Property, Contract and Employment Law;
- Minimum 5 years of professional experience in the fields relevant to alternative dispute resolution mechanisms in civil justice.

Core Competencies:

- Proven expertise in provision of advice for the development of training programs for lawyers, government officials, judicial actors and /or arbitrators and mediators;
- Extensive expertise in the field of ADR internationally, as well as legal issues related to commercial activities with specific knowledge of, and familiarity with, the legal and commercial environment in Barbados and the Caribbean region;
- Experience undertaking assignments for similar not-for-profit organisations;
- Familiarity of working in the Caribbean, including the OECS;
- Ability to work in multi-disciplinary and multi-cultural teams;
- Ability to present complex issues persuasively and simply;
- Ability to contextualize global trends in accordance with the dynamics of the operating (working) environment;
- Fluency in oral and written English.