

REQUEST FOR EXPRESSIONS OF INTEREST CONSULTING SERVICES

Selection # as assigned by e-Tool: BK-C2188-P001

Selection Method: Simplified Competitive Selection

Country: Regional

Sector: Creative Industry, Creativity & Culture - KIC/ICD

Project #: BK-C2188

Name: *Consultancy for the design and develop of the Intersectoral Working Group IWG:*

The cultural and creative sector's key role in LAC's economic reactivation

Description of Services: The objective of "Intersectoral Working Group IWG" is to build road maps for the growth and strengthening of the CCIs, and to identify opportunities for collaboration and support in the design of public policies with an intersectoral approach that reactivate the economy of their countries through employment, new technologies and inclusion.

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 15 2022, 5:00 P.M. (Washington D.C. Time)**.

The consulting services will focus on design and implement the intersectoral working groups. It will be designed for the minister of cultural/minister of orange economy, but with the participations of Ministers of Finance, Economy, Creative Industries, Cities, Labor Markets, Mayors, and interested public and private organizations. The intersectoral working groups are proposed for 2 countries over an 18 month period. There would be a total of 4 worktables, three for Mexico and one at the national level for another country. This consultancy must cover the complete methodology and design and technical facilitation of the working groups. As well as all material required before, during and after of the working sections. The final product must be a road map captured in a booklet that will be called "La biblia de las ICC", to be used by the governments after the IDB interventions. This booklet's purposes are to showcase strategies that countries can follow to empower the ICC in regional or national level.

In the intersectoral working groups we intend to develop a roadmap focused on the specific needs of the countries with an "Agile" methodology used in the world of software, which can prioritize short- and long-term needs, to develop rapid implementations and test concepts of a practical way. The implementations of these mini pilot solutions in the countries will help us, beyond the roadmap that we can create, these experiences will serve as validation for the project itself.

The intersectoral working groups presents an opportunity to create new links between sectors aimed at resolving significant challenges such as the future of work, inclusion, education, access to finances, and social protection. The cultural and creative sector has never had a real opportunity to become reinvented, modernized, holistically bonded with other sectors and as a region.

The Services include:

1.1. Design of working groups:

- 1.1.1.** A total of 4 intersectoral working groups
- 1.1.2.** An agile methodology to find meeting points and validations in projects that the bank wants to do or is in the process of developing.
- 1.1.3.** Approximately 12 pre-working tables / less formal meetings with the aim of building alliances and preparing us in more detail in relation to the particularities of the territories (national and state) that are intended to be addressed.
- 1.1.4.** The working tables and intersectoral working groups will have a maximum of 15 to 30 people.
- 1.1.5.** The results of the 4 workshops will be compiled in a report by the selected company.
- 1.1.6.** All material during the research (Pre and post working table) that can include: developing a data base, list of contacts, surveys, analysis of previews reports and material must be developed by the company.

1.2. Technical Facilitators of the “intersectoral working groups IWG”

- 1.2.1.** Preparation meetings made using IDB teams or zoom.
- 1.2.2.** Design the flow/methodology/choreography of the workshops and facilitate its successful and dynamic development in present and virtual forms and in Spanish.
- 1.2.3.** Provide materials, software, and any necessary element to achieve set goals — considering the virtual nature of some meetings —.
- 1.2.4.** Provide their own team to manage all aspects of the IWG together with the IDB team.
- 1.2.5.** We expect no more than 30 people for each workshop.
- 1.2.6.** The company is responsible for the technical design, methodology, research, context analysis and content - agreed with IDB team- to be presented in all meetings.

1.3. Product design (Strategy and check list in a booklet format)

- 1.3.1.** Create and implement a methodology based on the objective previously set with IDB Team. This roadmap must deliver a process that can be replicated in any country. The methodology must be presented in a document.
- 1.3.2.** The methodology and actions implemented during the process must be captured in a booklet that will be called “La biblia de las ICC”, that This booklet will be used by the governments after the IDB interventions as a toolkit or roadmap to deliver solutions and strategies to develop ICCs at the local or national level.
- 1.3.3.** The roadmap will be designed based on 4 working tables in 2 different countries.
- 1.3.4.** The document (“La biblia de las ICC”) must serve for national and local governments as a manual and a checklist to start from 0 in the implementation of CCI strategies.
- 1.3.5.** The document should include the most frequently asked questions based on the implemented working tables.
- 1.3.6.** The document should reflect the different paths that, depending on the degree of maturity of the ecosystems, could be taken to implement an ICC strategy.
- 1.3.7.** A survey to identify the most relevant question and challenge from the governments perspectives in order to create an CCI ecosystem. The outcomes of the survey must be the base for the mentioned document.
- 1.3.8.** Branding and graphic elements for the IWG. Including all material from: workshop, booklets and any other that is decided in the conceptualization of the process. The design of all material

must complaint with the IDB standard, and it is a full responsibility of the company and must be approved by the IDB. The cost of this component must be included in a separated item in the budget.

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.

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: *Alejandra Luzardo* AlejandraL@iadb.org

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