REQUEST FOR EXPRESSIONS OF INTEREST
CONSULTING SERVICES

Selection # as assigned by e-Tool: BL-T1119-P002
Selection Method: Competitive Selection
Country: Belize
Sector: IFD/CTI - Competitiveness, Technology and Innovation
Funding – TC #: ATN/CO-17566-BL
Project #: BL-T1119
TC name: Innovation Platforms for Social and Economic Impact in Belize
Description of Services: The general objective of this consultancy is to design and implement a demand-driven digital skills training program (bootcamp) targeting Belizeans.

Link to TC document: https://www.iadb.org/en/project/BL-T1119

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: **October 1, 2020, 5:00 P.M**. (Washington D.C. Time).

The consulting services ("the Services") include the following: (i) Design and implement a communication strategy to target and sensitize key stakeholders, including a recruitment campaign to encourage applications to the bootcamp. (ii) Design a methodology for implementing a digital skills bootcamp in data analysis and/or cybersecurity that is reflective of the needs of the private and public sector. Scholarships will be provided to persons from marginalized groups. (iii) Implement a digital skills bootcamp where at least 80%1 of participants are employed within at least three to six months of completion of the bootcamp.

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. 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 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: *kaylag@iadb.org* and *lisad@iadb.org*.

Inter-American Development Bank
Division: Competitiveness, Technology and Innovation

Attn: Kayla S Grant, Project Team Leader

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DRAFT Summary of the
TERMS OF REFERENCE

Design and Implementation of Bootcamp
(Demand-Driven Digital Skills Training Program)

BELIZE
BL-T1119
Project Title: Innovation Platforms for Social and Economic Impact in Belize

1. **Background and Justification**

   1.1. Innovation is a crucial factor for impacting firm level growth and productivity which in turn contribute to a country's economic growth. Belize has made great strides toward establishing the necessary foundation for a strong innovation and entrepreneurship ecosystem. Yet according to a firm level innovation survey (2013 PROTEqIN), only 7% of firms in Belize were innovating. Belize ranked 102 (at an index of 29.8) out of 142 countries in the 2013 Global Innovation Index[2], the most recent available indicator on innovation in Belize. Another important, though often overlooked, factor for productivity and growth are social in nature. In particular, crime and violence in the Caribbean has been shown to reduce firm competitiveness[3], negatively impact productivity, and lead to loss of skilled and educated citizens[4] (Ruprah and Sutton, 2017). Poverty[5], youth unemployment[6], inequality[7], and gender[8] are complex, highly interrelated variables that impact crime.

   1.2. Talent and skills are essential to an innovation and entrepreneurship ecosystem yet with new

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[2] The Global Innovation Index capture elements of the national economy that enable innovative activities: (1) Institutions, (2) Human capital and research, (3) Infrastructure, (4) Market sophistication, and (5) Business sophistication. Two output pillars capture actual evidence of innovation outputs: (6) Knowledge and technology outputs and (7) Creative outputs.

[3] A little over 50% of Belizean firms indicate that crime, theft, and disorder are an obstacle to doing business whilst approximately 70% of businesses spent money on security (PROTEqIN Survey, 2014).

[4] As a small developing country with a population of just under 400,000 people (2018 estimate), Belize's prison population rate in 2017 was 356 out of 100,000 persons (compared to the worldwide mid-point of 145 in the UK and the global high of 724 in the US).

[5] Approximately 41% of the country's small population lives below the poverty line

[6] Approximately 21.3% of persons aged 14 to 24 in the labor force are unemployed compared to just 5.7% of the adults in the labor force with females having higher levels of unemployment in each age group

[7] The Gini coefficient rose from 0.40 in 2002 to 0.53 in 2013.

[8] The intersection of masculinity issues related to gang violence and gender-based violence.

technology and consumer demands, there is a growing talent gap. This project aims to pilot a bootcamp that provides demand driven digital skills-based employment training. Bootcamps, rather than one-off investments for the tech sector, are part of the process of building a digital talent pipeline. They act as skills accelerators which can potentially be shared in traditional education and training settings[9]. A bootcamp is essentially a continued education program that consists of an intensive training in digital technology with a duration of approximately 3 to 6 months, either for updating of skills or retraining of workers, or similarly alternative or complementary for young technicians or university students seeking specialized technical training to improve their employability, particularly in quality jobs in higher value added industries[10]. The added value of a bootcamp is its capacity to connect and understand the private sector's needs and reflect it in the curriculum, as well as having the capacity to carry out job placement opportunities.

1.3. A digital skills survey was administered in June 2020 to determine the specific areas of the Belizean private-sectors' demand for digital skills as a means for business growth and innovation. The survey results indicated that basic digital and workforce skills are required and are an integral part of all business operations, however, professional digital skills and soft skills are vital for improving business growth moving forward. Noting a demand for professional digital skills, the digital bootcamp should focus in this area and incorporate elements of soft skills development. The survey showed the top ranked professional skill most needed is data analysis. This is followed by database administration, and then cyber security. In addition, the top ranked soft skill most needed is communication. This is followed by time management and attention to detail tying for second.

2. Objectives

2.1. The general objective of this consultancy is to design and implement a demand-driven digital skills training program (bootcamp) targeting Belizeans.

3. Scope of Services

3.1. Design and implement a communication strategy to target and sensitize key stakeholders, including a recruitment campaign to encourage applications to the bootcamp.

3.2. Design a methodology for implementing a digital skills bootcamp in data analysis and/or cybersecurity that is reflective of the needs of the private and public sector. Scholarships will be provided to persons from marginalized groups.

3.3. Implement a digital skills bootcamp where at least 80% of participants are employed within at least three to six months of completion of the bootcamp.

4. Key Activities

4.1. Inception Meeting:
- Attend a project kick-off meeting with the EDC, IDB and relevant key stakeholders to discuss project objectives, approach, expected outputs and outcome, and any other issues related to the execution of the consultancy.

4.2. Design the Digital Skills Bootcamp Methodology

4.2.1. Design a methodology for implementing a virtual digital skills bootcamp that will meet the digital talent needs of the private and public sector organizations. The methodology should address in detail the following: the curriculum design which would include both the theoretical and practical activities for technical skills sought by employers; theoretical and practical activities for soft skills in demand by employers; the minimum number of participants required; the evaluation criteria for completing the program; an indication (i.e. certification of

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[9] Navarro, Juan Carlos and Cathles, Alison. 2020. Disrupting Digital Talent.
[10] Ibid.

completion) for successful completion of the program; indicators for monitoring student progress; didactic material used (that is associated with the training), general mentorship support; and a description of the methodology that will be used to create a placement program (i.e. CV development, interviewing techniques, etc).

4.3. Select Bootcamp Participants.

4.3.1. Design the application process for selecting individuals which would include the application and evaluation criteria. Eligible applicants are Belizean citizens with permanent residence in Belize over the age of 18. The consulting firm must ensure a gender sensitized selection mechanism for participants. Through this consultancy, the IDB will be providing scholarships for a select number of applicants from vulnerable groups, particularly youth and women.

4.4. Communications

4.4.1. Design and implement a communications campaign to encourage applications to the bootcamp. The campaign should include the development of digital media and multimedia products to disseminate to potential applicants and increase the understanding of the value of data analysis and/or cybersecurity. The IDB and EDC will support the consulting firm with connecting to the local network, with hosting webinar, and with dissemination.

4.4.2. The campaign should also include webinars to encourage the submission of applications and sensitize the public about the role of bootcamps in the innovation ecosystem, how bootcamps work, successful outputs of the bootcamp, and success stories from past bootcamp participants.

4.5. Implement Digital Skills Bootcamp.

4.5.1. Implement the digital skills bootcamp amongst selected participants.

4.5.2. Maintain close communication with public and private sector organizations that have indicated a commitment to hire candidates being trained through the bootcamp.

4.5.3. Work closely with the Innovation Coordinator to administer surveys or other tools to collect feedback from bootcamp participants.

4.5.4. Lead a webinar targeted to academia and non-traditional academic institutions in order to discuss potential opportunities for future collaboration.

4.6. Close Coordination with the IDB and EDC Team.

4.6.1. Virtual meeting to discuss the general development of the consultancy. Communicate any challenges (i.e. potential for attrition, employment opportunities, etc.) and updates to the work plan as necessary.