

REQUEST FOR EXPRESSIONS OF INTEREST CONSULTING SERVICES

Selection # as assigned by e-Tool: RG-T3850-P001

Selection Method: Full Competitive Selection Process (QCBS)

Country: *Regional*

Sector: *Private sector*

Funding – TC #: *ATN/CO-18718-RG*

Project #: *RG-T3850*

TC name: *Support to Caribbean Startups and Innovative Firms within the Blue Economy*

Description of Services: The objective of this consultancy is to (i) design an Institutional Strategy and Sustainability Action Plan for the IMA to support the startup and innovation ecosystem within the Blue Economy in the Caribbean; and (ii) build the institutional capacity of the IMA for implementing the strategy and action plan designed.

Link to TC document: <https://www.iadb.org/en/project/RG-T3850>

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: *April 14th*, 5:00 P.M. (Washington D.C. Time).

The consulting services (“the Services”) include the development of a Strategy and Sustainability Action Plan aims to improve the IMA’s capacity to support the development of the Blue Economy in the Caribbean by increasing private sector investment in innovation and, ultimately, growth among startups and established firms in the Blue Economy. This consultancy will develop a gender-responsive Institutional Strategy and Sustainability Action Plan that should take into consideration 1) the legislative or regulatory framework that may be required for IMA to play a greater role in the BE innovation and entrepreneurship ecosystem in the Caribbean; 2) the mapping of the Caribbean Blue Economy Entrepreneurial and Innovation Ecosystem to identify the role that IMA currently plays and the proposed role that it could play within this ecosystem inclusive of the capacity required to support these functions; 3) a benchmark or best practices for similar institutions that play a similar role as that which can be played by IMA and use a case study approach to highlight the key proponents of the models that are being used, and 4) a gap analysis to identify the challenges and opportunities for the IMA to support private sector innovation and entrepreneurship within the blue economy.

The proposed action plan for institutional capacity building for the IMA (e.g. technical capacity building, training in agile project management, training in incubation techniques, monitoring, and evaluation, etc. will include a: i) strategy framework with detailed thematic pillars, objectives, targets and measurable goals, indicators mechanisms to achieve them, and resources needed including fundraising strategies; (ii) the political, social, economic, cultural, and institutional context of the Caribbean; (iii) the current state of regional efforts aimed at the blue economy, as assessed by the literature review and interviews; (iv) the current state of the Caribbean Blue Economy and the constraints and opportunities. The draft should present an actionable, results-oriented strategy that provides clear guidance to stakeholders in the short term (1-3 years) to medium (5 years) term.

Based on the institutional gaps identified, the consultancy should provide advisory and technical support and handholding to build technical capacity to close the identified gaps and to support the IMA staff to design and

implement its institutional strategy and sustainability action plan. It should help strengthen the IMA institutional capacity to support the startup and innovation ecosystem within the Blue Economy in the Caribbean through training/workshops and advisory sessions and working closely with the IMA's technical team in defining the scope, objectives, goals, activities, resources needed, budget and M&E system to evaluate their performance.

1. **Activities**

- 1.1. **Inception Report.** Conduct a gap assessment of the current regional and local environment in which the IMA operates and analyze the internal (strengths and weaknesses) and external factors (opportunities and threats) affecting the sustainable development of the Blue Economy in the Caribbean from an ecosystem's perspective.
- 1.2. **Desk Review.** Conduct a desk review and develop a database of research papers, publications, model legislation and/or regulations, contacts, and videos relevant to the strengthening of the ecosystem or any other data/information on the state of the Blue Economy in the Caribbean, the constraints to Entrepreneurship and Innovation in the Blue Economy, and the market opportunities in the Caribbean for opportunity-based blue economy entrepreneurs and employment creation, list of relevant publications, etc. This information will be obtained via diverse mechanisms including online surveys, interviews, workshops/webinars, etc.
- 1.3. **Stakeholder Interviews.** In collaboration with the IMA, interview key stakeholders to identify and validate the vision, scope, and specific goals of the IMA to Support Entrepreneurship and Innovation within the Caribbean Blue Economy.
- 1.4. **Diagnostic Report.** The information in the report should also include: 1) the identification of any legislative or regulatory changes that may be required for IMA to play a greater role in the BE innovation and entrepreneurship ecosystem in the Caribbean; 2) mapping of the Caribbean Blue Economy Entrepreneurial and Innovation Ecosystem to identify the role that IMA currently plays and the proposed role that it could play within this ecosystem inclusive of the capacity required to support these functions; 3) Identify benchmark or best practices for similar institutions that play a similar role as that which can be played by IMA and use a case study approach to highlight the key proponents of the models that are being used. 4) conduct an institutional gap analysis and propose an action plan for institutional capacity building for the IMA (e.g., technical capacity building, training in agile project management, training in incubation techniques, monitoring, and evaluation, etc.)
- 1.5. **Institutional Strategy.** Undertake the design/revision of the IMA Institutional Strategy taking into consideration: i) validated vision, scope, and goals of IMA to support the development of innovation and entrepreneurship in the Caribbean Blue Economy; (ii) the political, social, economic, cultural, and institutional context of the Caribbean; iii) the current state of regional efforts aimed at the blue economy, as assessed by the literature review and interviews; vi) the current state of the Caribbean Blue Economy and the constraints and opportunities. The draft should present an actionable, results-oriented strategy that provides clear guidance to stakeholders in the short (1-3 years) to medium (5 years) term. Detailed goals, mechanisms to achieve them, and resources needed including fundraising strategies. The strategy should include the thematic pillars, objectives, targets, goals, and indicators.
- 1.6. **Sustainability Action Plan.** Develop an Action Plan with the initiatives piloted to secure the financial sustainability of the IMA (e.g.: Hybrid incubation/Acceleration programs, Blue Economy Technology Adoption and digitalization programs, Bootcamp programs), as well as other activities relevant to the achievement of the strategic objectives and results of the IMA Institutional Strategy towards fostering innovation and entrepreneurship ecosystems in the Blue Economy space (e.g.: procedures, guidelines, communication processes, a repository of knowledge, etc.) and fundraising activities to help to the financial sustainability of the IMA to continue supporting the Innovation and Entrepreneurship ecosystems within the Blue Economy beyond Compete Caribbean support. The knowledge management aspect of the IMA involving the access and dissemination of knowledge and data acquired during the consultancy and in the future will be documented and implemented.
- 1.7. **Validation workshops.** Co-facilitate validation workshops for the draft of the IMA Institutional Strategy and Action Plan via one or more remote presentations to IMA stakeholders and facilitate the receipt, rationalization, and integration of feedback from those stakeholders.

- 1.8. **Capacity-building training and workshops.** Based on the institutional gap analysis and subsequent action plan, the consulting firm will develop and implement a schedule of training and workshops for building the institutional capacity of IMA. It is expected that the firm will provide handholding advisory and technical support to strengthen the IMA's capacity to implement the Institutional Strategy and Sustainable Action Plan. The consultant should present a clear methodology with expected results, such as having a minimum of 3 persons from the IMA fully trained, succession planning, and full attendance at workshops and coaching sessions. From this capacity building IMA should understand how to prepare, design, and implement the institutional strategy and action plan, as well as how to support firms and startups with blue economy business models. The consultant should help the IMA build its technical skills including project planning, project management, project monitoring and evaluation.

The project is expected to begin in June 2022 and be completed within 6 months. The schedule will be defined by the firm in agreement with the CCPF project team.

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.

Special requirements according to the Donor Trust Fund (DTF), if applicable.

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: kaylaq@iadb.org

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