

REQUEST FOR EXPRESSIONS OF INTEREST **CONSULTING SERVICES**

Selection # as assigned by e-Tool: *RG-T4008-P003*

Selection Method: *Simplified Competitive Selection*

Country: *Regional*

Sector: *Blue Economy*

Funding – TC #: *ATN/CO-19210-RG*

Project #: *RG-T4008*

TC name: *Strengthening the Implementation Capacity of Caribbean Blue Economy Clusters and Value Chains*

Link to TC document: <https://www.iadb.org/en/project/RG-T4008>

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 7th 2022, 5:00 P.M. (Washington D.C. Time).

The consulting services (“the Services”) include Marine Stewardship Council (MSC) Full Assessment of Jamaica Conch Cluster, in the third quarter of 2022.

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: Ramona Sinanan at Ramonas@iadb.org.

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Summary of Terms of Reference

TERMS OF REFERENCE

Marine Stewardship Council (MSC) Full Assessment of Jamaica Conch Cluster

REGIONAL

RG-T4008

ATN/CO-19210-RG

[\[https://www.iadb.org/en/project/rg-t4008\]](https://www.iadb.org/en/project/rg-t4008)

Strengthening the Implementation Capacity of Caribbean Blue Economy Clusters and Value Chains

1. Background and Justification

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. In 2016, IDB, the UK’s Department for International Development (DFID), the Government of Canada, the Caribbean Development Bank (CDB) and the Government of Canada have established a co-financing facility called “The Compete Caribbean Partnership Facility” (GN-2851), which is a continuation of the Compete Caribbean Program that funded over 100 private sector development projects over the period 2010-2016 in the Caribbean. These projects generated nearly 12,000 jobs, a 23% increase in exports (USD\$37M) and a 41% increase in the revenue of participating firms and clusters (USD\$153M), as well as an improvement in the business climate for some countries through policy or regulatory reforms. The purpose of the Compete Caribbean Partnership Facility (CCPF) is to drive inclusive and sustainable economic growth through greater competitiveness and innovation in the private sector of 13 Caribbean countries¹.

The Compete Caribbean Blue Economy Project is funding the project for the development of the Jamaica Conch Cluster. The project’s objective is to provide technical assistance to the JCC to conduct: (i) the required assessment for full Marine Stewardship Council (MSC) Fishery and Chain of Custody certification for the queen conch fishery; (ii) value-added product development, market research, product development, diversification, branding, packaging, and labelling (iii) policy and legislative review and development, and (iv) development and capacity building of the JCC. To this end the components under the project are as follows:

- **Component 1** - Application for and obtain MSC certifications (Certification of Fishery)

¹ Antigua & Barbuda, The Bahamas, Barbados, Belize, Dominica, Grenada, Guyana, Jamaica, Saint Kitts & Nevis, Saint Lucia, Saint Vincent & the Grenadines, Suriname, Trinidad & Tobago.

- **Component 2** - Increase total sales of the cluster by at least USD 15Mil by targeting the United States of America and Chinese markets with 2 new value-added products by 2024.
- **Component 3** - Negotiate legislation/policy with MICAF and National Fisheries Division to get sign-off on individual transferable quotas amongst the sectors 13 players by 2026
- **Component 4** - Capacity Development of Cluster

The queen conch (*Lobatus (=Strombus) gigas*) fishery is one of the most important commercial fisheries in Jamaica providing direct employment to an estimated 2,000 persons (fisher folk and fish processors) and indirectly to about 7,000 persons. With the average family size of 5 persons, the multiplier impact of employment in the conch sector, though seasonal², is high.

Among the Jamaican fisheries, queen conch is unique, being the most profitable and sustainably managed. It is also the only fishery that is subject to an export levy and contributes directly to its management through revenues generated from the levy.

The industrial conch fishers consist of 12 private firms representing approximately 650 employees of which 100 are permanent and 550 are temporary. Four (4) of the 12 industrial firms have partnered to establish the Jamaica Conch Cluster (JCC).

The Jamaica Conch Cluster, fully cognizant that their core business is predicated on a natural renewable resource that is vulnerable to climate change and other anthropological and natural impacts have developed a long-term sustainable business strategy to ensure the continued sustainability of the Jamaica queen conch fishery and by extension the viability of the livelihoods. Analysis have shown that there are several gaps that must be addressed if the JCC is to realize their vision and business goals. A long-term goal of the JCC is to achieve value and brand recognition through Marine Stewardship Council (MSC) certification to facilitate price increases in their current market and to penetrate environmentally conscious market segments in North America.

The JCC through the CCPF is seeking to contract a Marine Stewardship Council (MSC) accredited Conformity Assessment Body (CAB) to undertake a full assessment of Jamaica's largest fishery to determine compliance with MSC Fisheries Standards and gain certification status.

2. Objectives

2.1. The CCPF will support the JCC, four (4) Jamaican private queen conch Industrial fishers/ companies that have been in preparation to enter a third-party audit to demonstrate compliance with the MSC Fisheries Standard. Under this consultancy, the following objectives are expected to be achieved by a MSC accredited Conformity Assessment Body:

- a. Preparation of a detailed proposal document outlining the methodology and or approach, audit plans and budget required for completing the MSC assessment certification consultancy.
- b. Assume overall responsibility for meeting the requirements of the MSC Fisheries Standard
- c. Conduct the MSC Fisheries Standard audit of four (4) queen conch fishery located in Jamaica.
- d. Report to MSC the audit results for the four (4) queen conch fishers in Jamaica.

3. Scope of Services

3.1. The MSC accredited Conformity Assessment Body (CAB) will conduct audits of a queen conch fishery

² Four to five months annually.

in Jamaica to assess compliance with the criteria and principles of the most relevant MSC Fisheries Standard. The CAB will follow the guidelines required by MSC to audit queen conch fisheries including preparation of the Announcement Comment Draft Report (ACDR), publication of the ACDR and Announcement notification on the MSC website prior to on-site visits, audits of the queen conch fisheries, preparation and submission of Client and Peer Review Draft Report (CPRDR), preparation and publication of the Public Comment Draft Report (PCDR), preparation and publication of the Final Draft Report (FDR), preparation and submission of the 'Notice of Objection' and finalize and publish the Public Certification Report and the Fishery Certificate, following the required timelines between each step. The CAB will appoint at least two accredited auditors including the team leader and one additional team member (auditors) and once a contract of services is agreed upon, the audit plan will be sent to the participating queen conch fishers.

4. Key Activities

4.1. To achieve the consultancy's objective, the following activities are to be completed, following the MSC guidelines:

- 4.1.1. Desk Review of pre assessment report
- 4.1.2. Prepare the Announcement Comment Draft Report (ACDR).
- 4.1.3. Publish the ACDR and announcement notification on the MSC website prior to on-site visits, at least 60 calendar days prior the audit.
- 4.1.4. Conduct the onsite audit and assess each of the four queen conch fisheries against the most relevant MSC Fisheries Standard.
- 4.1.5. Prepare the Client and Peer Review Draft Report (CPRDR).
- 4.1.6. Submit CPRDR to at least two peer reviewers and client for review and comments.
- 4.1.7. Prepare the Public Comment Draft Report (PCDR).
- 4.1.8. Publish the PCDR on the MSC website for stakeholder comments.
- 4.1.9. Prepare the Final Draft Report (FDR).
- 4.1.10. Publish the FDR on the MSC website for stakeholder comments.
- 4.1.11. Prepare and submit the 'Notice of Objection' with an MSC independent adjudicator.
- 4.1.12. Complete the Public Certification Report which includes the FDR.
- 4.1.13. Publish the Public Certification Report and the Fishery Certificate on the MSC website.

5. Expected Outcome and Deliverables

5.1. The following deliverables are expected from this contract:

- 5.1.1 Deliverable 1 - Workplan and methodology for completing consultancy inclusive of audit plans for each of the four queen conch cluster members.
- 5.1.2 Deliverable 2 – Preparation of Announcement Comment Draft Report (ACDR) for each of the four queen conch fisheries.
- 5.1.3 Deliverable 3 - Site Visit of four queen conch fishers in Jamaica
- 5.1.4 Deliverable 4 - Client and Peer Review
- 5.1.5 Deliverable 5 – Preparation and publication of Public Comment Draft Report
- 5.1.6 Deliverable 6 – Preparation and publication of Final Draft Report (FDR)
- 5.1.7 Deliverable 7 - Final Report on decision on certification of four queen conch fishers

6. Project Schedule and Milestones

6.1. The consultancy is expected to begin in the third quarter of 2022 and be completed within one year.

Key milestones are as follows:

- 6.1.1. Public announcement on MSC website informing the intent to audit a queen conch fishery, 10 weeks after contract signature.
- 6.1.2. Site visit and audit of fishery, 16 weeks after public announcement on MSC website.
- 6.1.3. Client Action Plan, 6 weeks after peer review.
- 6.1.4. Final Draft Report, 12 weeks after the public comment draft report.
- 6.1.5. Public Certification Report and Fishery Certificate.

7. Reporting Requirements

- 7.1. Every report must be submitted to the Bank in an electronic file. The report should include cover, main document, and all annexes. Zip files will not be accepted as final reports, due to Records Management Section regulations.
- 7.2. In addition to the deliverables outlined in Section 5, the consulting firm will also provide the IDB with brief monthly progress updates via email in relation to the approved workplan.

8. Acceptance Criteria

8.1. Reports will be reviewed by the Team Leader and the Compete Caribbean Partnership Facility Coordination Unit. Acceptance of deliverables are contingent on addressing any comments provided by these parties within revised versions of the submissions.

8.2. Additionally, the consulting firm is required to participate in technical meetings (by video/teleconferencing) as necessary to discuss any matter considered important for the timely implementation of the project. The timing of the meeting will be determined as needed.

9. Other Requirements

9.1. Candidates will be provided with data and documentation to assist in the achievement of the objectives outlined in Section 2.

10. Supervision and Reporting

10.1. The consultancy will be supervised by Claudia Stevenson, Sector Lead Specialist, Institutions for Development Sector/Competitiveness Technology and Innovation Division, Inter-American Development Bank, and coordinated by the Compete Caribbean Partnership Facility.

11. Schedule of Payments

11.1. Payment terms will be based on project milestones or deliverables. The Bank does not expect

to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.

- 11.2. The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

Payment and Timelines Schedule		
<i>Deliverable</i>	%	Deadline Dates
1. Workplan and methodology for completing consultancy inclusive of audit plans for each of the four queen conch fishers.	10%	3 weeks after signing contract
2. Draft Announcement Comment Draft Report (ACDR) for each of the four queen conch fishers	20%	10 weeks after signing contract
3. Site Visit	15%	16 weeks after signing contract
4. Client and Peer Review	15%	26 weeks after signing contract
5. Public Comment Draft Report	15%	34 weeks after signing contract
6. Final Draft Report (FDR)	15%	46 weeks after signing contract
7. Final Report on decision on certification of four queen conch fishers	10%	52 weeks after signing contract
TOTAL	100%	