

# 79400000 SERVICES CONTRACT NOTICE OPEN Procedure

Business and management consultancy and related services

## 1. PROCURING ENTITY

Name:	Ministry of Works Belize - Climate Vulnerability Reduction Program		
Registration No:			
Type of PE and Main Activity Exercised:	Governmental organisations Project Management		
Address:	Belmopan		
Internet Address:			
Telephone:	+501 8220100	E-mail:	ousher.cvrp@gmail.com

### Contact person in charge:

Name, Last Name:	Orchel Usher		
Telephone:	+501 8220100	E-mail:	ousher.cvrp@gmail.com

### Responsible officer filling the form(if different)

Name, Last Name:	Juliet Neal		
Telephone:	+501 8220100	E-mail:	procurement.mow@gmail.com

E-mail of the service from which additional information may be obtained (if different):	mow.project4426@gmail.com
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Internet address of the service from which additional information may be obtained (if different):	
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Where appropriate, is any other form of joint procurement involved:	
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## 2. AVAILABILITY OF THE PROCUREMENT DOCUMENTATION

Email or internet address at which the procurement documents will be available for unrestricted and full direct access, free of charge:	mow.project4426@gmail.com
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Where unrestricted and full direct access, free of charge, is not available, an indication of how the procurement documents can be accessed:	
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Payment for the procurement documents (if applicable)(amount):	
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**3. PROCUREMENT NUMBER**

Procurement Number:

WBS No. 2.4.2

Where the contract is divided into lots, the information in points 4 to 13 shall be provided for each lot.

**4. DESCRIPTION OF THE PROCUREMENT**

Nature and extent of services (short description of contract). Where appropriate, description of any options

The consulting services (“the Services”) include (1) the Preparation of a Five Year Management Plan for the proposed Goff’s Caye Protected Area in accordance with the National Management Plan Framework and requirements of the National Protected Areas System (NPAS) Act; (2) Conducting an integrated assessment of the ecological, social and economic status of the Goff’s Caye Management Area, potential impacts and contribution to the National Protected Areas System; (3) Conducting relevant assessments and prepare plans to promote and support the sustainable use, management and financing for Goff’s Caye Management Area as a nature-based marine tourism destination including the most relevant tourism/visitor use assessment (carrying capacity, limits of acceptable change etc.) zoning plan and business plan (including tourism concessions, eco-label certification, etc.), and (4) Conducting a site resilience assessment in line with the “Guidelines for Integrating Climate Change Adaptation Strategies into Protected Areas Management Plans” which should include but not be limited to providing a mechanism for assessing the implications of climate change through a series of steps as described below:

- # Understanding climate change projections for the Goff’s Caye area
- # Identifying vulnerability factors and resilience features
- # Identifying focal targets threatened by climate change
- # Assessing, rating and prioritizing the threat of climate change for each focal target
- # Situation Analysis and baseline
- # Development of adaptation objectives and strategies

**5. CPV CODES**

Main CPV code:

79400000 - Business and management consultancy and related services

Additional CPV Codes (if necessary):

79900000 - Miscellaneous business and business-related services

79300000 - Market and economic research; polling and statistics

79000000 - Business services: law, marketing, consulting, recruitment, printing and security

Supplementary CPV codes (if necessary):

**6. ADDRESS FOR THE PLACE OF PERFORMANCE**

Belize

**7. ESTIMATED VALUE OF THE CONTRACT (this information shall not be published):**

**8. VARIANTS ADMITTED**

yes  no

**9. PLANNED TIME FRAME FOR PROVISION OF SERVICES:**

From:

To:

Or

Duration:

11

months

**10. CONDITIONS FOR PARTICIPATION**

Consulting firms will be selected in accordance with the procedures set out in the Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank GN-2350-9 under the Procurement

Method Quality and Cost Based Selection (QCBS). Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. Any firm wishing to express interest must be firm must be legally constituted or incorporated under the laws of a member country of the Bank.

Including: where appropriate, indication whether the provision of the service is reserved by law, regulation or administrative provision to a particular profession; reference to the relevant law, regulation or administrative provision, a list and brief description of criteria regarding the personal situation of suppliers that may lead to their exclusion and of qualification (selection) criteria; minimum level(s) of standards possibly required; indication of required information (self-declarations, documentation).

**11. WHERE APPROPRIATE, PARTICULAR CONDITIONS TO WHICH PERFORMANCE OF THE CONTRACT IS SUBJECT TO:**

Laws of Belize

**12. CRITERIA TO BE USED FOR AWARD OF THE CONTRACT OR CONTRACTS.**

Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience as indicated below:

- Demonstrated experience in having prepared management plans and business plans. Specific experience in having prepared management plans for protected areas in Belize is preferred.
- Experience in conducting and preparing tourism/visitor use assessment (carrying capacity, limits of acceptable change etc.) zoning plans
- Experience in conducting impact assessments.

Furthermore, the Firm's project team must include, but not be necessarily limited to, the following personnel:  
 Coastal Resources Management Specialist/Team Leader: Must possess at minimum a Master's Degree in a discipline related to Coastal and marine resource management, integrated coastal zone management, environmental management or natural resource management, with at least 10 years of related experience. The Consultant must have proven experience in leading multidisciplinary teams. The Consultant will be responsible for leading the team, coordinating the preparation of outputs, taking full responsibility for the overall technical quality of the final products, and engaging directly with CZMAI and the PMU. The lead consultant should have extensive knowledge of and experience with the environmental management context and environmental legislation in Belize and/or regionally/internationally. The consultant must demonstrate experience in working with government agencies, the private sector and civil society.

Marine Biologist: Must possess at least a Bachelor's Degree in Biology, Environmental Science, Natural Resource Management or any other relevant field. Must have at least five (5) years of demonstrated experience in conducting biological surveys and conducting research and monitoring. Experience with participatory methodologies and proven experience collecting and analyzing both quantitative and developing materials that can be used for explaining the purpose and scope of this activity in general terms, and specifically at consultation events. Must have GIS skills and experience with a minimum of 3 years working in GIS field collecting data, preparing maps, etc. Knowledge of the coastal zone sector and related issues of resource use and conflict in Belize is an asset.

Tourism Planning/Investment Specialist with a minimum of a Bachelor's degree in tourism management, sustainable tourism, business administration, finance or related fields. Consultant should have at minimum eight (8) years' experience in tourism investment and management, and demonstrated experience in financial/economic analysis and development of business plan and tourism assessments.

Social Development Specialist: Must possess At least a Bachelor's Degree in Applied Social Sciences (e.g. Anthropology, Sociology, Economics, Communications, Political Science, etc.) or any other relevant field. Must have at least five (5) years of demonstrated experience in areas relating to community outreach, advocacy, communications, community development, social work, capacity building, or related field. Knowledge of the coastal zone sector and related issues of resource use and conflict in Belize is an asset. Must have at least 3 years' experience in facilitation of strategic planning processes and participatory approaches to stakeholder engagement.

**13. INDICATION OF THE POSSIBILITY OF BIDDING FOR ONE, FOR SEVERAL OR FOR ALL OF THE LOTS; INDICATION OF ANY POSSIBLE LIMITATION OF THE NUMBER OF LOTS THAT MAY BE AWARDED TO ANY ONE BIDDER:**

Bids per Participant:	<input type="radio"/> One
	<input type="radio"/> Several
	<input type="radio"/> All
Awards per Successful Participant:	<input type="radio"/> One
	<input type="radio"/> Several
	<input type="radio"/> All

**14. TIME LIMITS for receipt of tenders**

05/10/2020 16:00

**15. TIME LIMIT FOR RECEIPT OF CLARIFICATIONS**

18/09/2020 00:00

**16. ADDRESS TO WHICH TENDERS SHALL BE TRANSMITTED**

Address:

1st Floor, Soils Lab Building, Ministry of Works

City:

Belmopan

ZIP Code:

Country:

BZ

URL:

**17. TENDER OPENING**

Duration during which the tenderer must maintain its tender. Duration (in days):

90

Date for the opening of tenders:

05/10/2020

Time for the opening of tenders:

16:30

Place for the opening of tenders:

Ministry of Works, Belmopan, Cayo, Belize

Persons authorized to be present at such opening

Not applicable

**18. LANGUAGE OR LANGUAGES IN WHICH BIDS OR REQUESTS TO PARTICIPATE MUST BE DRAWN UP**

EN

NL

FR

**19. NAME AND ADDRESS OF THE BODY RESPONSIBLE FOR REVIEW AND, WHERE APPROPRIATE, MEDIATION PROCEDURES. PRECISE INFORMATION CONCERNING DEADLINES FOR REVIEW PROCEDURES, OR IF NEED BE, THE NAME, ADDRESS, TELEPHONE NUMBER, FAX NUMBER AND EMAIL ADDRESS OF THE SERVICE FROM WHICH THIS INFORMATION MAY BE OBTAINED (IF APPLICABLE).**

Evaluation Committee

**20. DATE(S) AND REFERENCE(S) OF PREVIOUS PUBLICATIONS IN THE COMMUNITY PUBLIC PROCUREMENT NOTICE BOARD RELEVANT TO THE CONTRACT(S) ADVERTISED IN THIS NOTICE**

**21. DATE OF DISPATCH OF THE NOTICE**

01/09/2020

**22. ANY OTHER RELEVANT INFORMATION**