

## 73000000 SERVICES CONTRACT NOTICE OPEN Procedure

Research and development services and related consultancy services

### 1. PROCURING ENTITY

Name:	Resilient Rural Belize Programme		
Registration No:	RRB.CS.O4/22		
Type of PE and Main Activity Exercised:	Governmental organisations Increase resilience of smallholder farmers		
Address:	Ministry of Economic Development, Petroleum, Investment, Trade and Commerce		
Internet Address:			
Telephone:		E-mail:	beresilient.pm@gmail.com

### Contact person in charge:

Name, Last Name:	Tracey Recinos Hanson		
Telephone:	822-0044	E-mail:	Thanson.RRB@med.gov.bz

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

Name, Last Name:	Tracey Hanson		
Telephone:	822-0044	E-mail:	Thanson.rrb@med.gov.bz

E-mail of the service from which additional information may be obtained (if different):

Internet address of the service from which additional information may be obtained (if different):

**Where appropriate**, is any other form of joint procurement involved:

### 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:

Thanson.RRB@med.gov.bz

Where unrestricted and full direct access, free of charge, is not available, an indication of how the procurement documents can be accessed:

Payment for the procurement documents (if applicable)(amount):

**3. PROCUREMENT NUMBER**

Procurement Number:

RRB.CS.04/22

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 RRB Programme is seeking to contract the services of a Consulting Firm to strengthen the institutional capacities of the participating beneficiary producers' organizations, and to strengthen the capacity of the Department of Cooperatives to continue to provide effective support to these organizations.

The consultancy comprises of two (2) components:

(i) Capacity Building for Producer Organizations and Department of Cooperatives in Organization and Administration for Institutional Strengthening.

(ii) Capacity Building for Producer Organizations in Entrepreneurship, Business Management and Marketing.

**5. CPV CODES**

Main CPV code:

73000000 - Research and development services and related consultancy services

Additional CPV Codes (if necessary):

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: 05/04/2021

To: 04/08/2023

Or

Duration:  months**10. CONDITIONS FOR PARTICIPATION**

Submission must be made on or before the deadline date and time.

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:**

Consulting Firm must be from an IFAD member country.

Facilitator must be fluent in both English and Spanish Language

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

**FIRM QUALIFICATION AND EXPERIENCE**

- 1. The Consulting firm shall have a minimum of five (5) years' experience in conducting institutional assessments and in the planning, designing, and implementing institutional capacity building programs.(10PTS)
- 2. The consulting firm must have completed a minimum of two (2) similar assignments within the last ten (10) years (5PTS)
- 3. Practical experience of consultant(s)/firm with the local contextual environment (rural areas).(5 PTS)

**TECHNICAL PROPOSAL**

- 1. Proposed Approach and Methodology (15PTS)
- 2. Proposed Work Plan (10PTS)
- 3. Organization & Staffing (5PTS)

**KEY EXPERTS QUALIFICATION & COMPETENCE**

**TEAM LEADER**

**Professional Qualification:**

- S/he shall have a master's degree in Project Management, Business Administration, Public Administration, Economics, Political Sciences, Social Sciences, or any relevant field. (5PTS)

**General Experience:**

- Minimum of five (5) years of general professional experience on capacity assessment of public institutions and/or business/organizational development. (10PTS)
- Minimum of three (3) years' experience working with gender equity and inclusion of rural youth in rural organizations; working with age and gender disaggregated indicators. (5PTS)
- Minimum of three (3) years of planning, designing, and implementing institutional strengthening training programs, modules, and guides, and developing training materials.(5PTS)

**TRAINER/FACILITATOR**

**Professional Qualification:**

- Minimum of a bachelor's degree in Communication, Business Management, Business Administration, Economics, Political Science, Social Sciences, or related field. (5PTS)

**General Experience:**

- Minimum (5) years working experience in conducting and facilitating training sessions with a diverse audience, including women and youth. (10PTS)
- Minimum five (5) years' experience with the development of rural organizations (producers' groups, associations, cooperatives, women's groups). Experience in the agriculture sector will be an advantage. (5PTS)
- Minimum of two (2) similar assignments/ experience within the last Five (5) years. (5PTS)

**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**

18/02/2021 14:00

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

29/01/2021 17:00

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

Address:	<a href="#">National Agriculture Showgrounds</a>
City:	<a href="#">Belmopan City</a>
ZIP Code:	
Country:	<a href="#">BZ</a>
URL:	<a href="https://bit.ly/2W5wEDN">https://bit.ly/2W5wEDN</a>

**17. TENDER OPENING**

Duration during which the tenderer must maintain its tender. Duration (in days):	<a href="#">120</a>
Date for the opening of tenders:	<a href="#">18/02/2021</a>
Time for the opening of tenders:	<a href="#">14:10</a>
Place for the opening of tenders:	<a href="#">RRB-PMU Agriculture Showgrounds, Belmopan City</a>
Persons authorized to be present at such opening	<a href="#">RRB PMU BIDDERS</a>

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

EN	NL	FR
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

**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).**

[Ministry of Finance](#)  
[Ministry of Economic Development](#)

**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**

[The Amandala](#)

[17/12/2020](#)

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

[21/12/2020](#)

**22. ANY OTHER RELEVANT INFORMATION**

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