



# JAMAICA SOCIAL INVESTMENT FUND

ISO 14001:2015 CERTIFIED



“INVESTING FOR COMMUNITY DEVELOPMENT”

## REQUEST FOR EXPRESSIONS OF INTEREST FOR CONSULTANT FIRM FOR INSTITUTIONAL STRENGTHENING IN GENDER MAINSTREAMING (PHASE 2)

### Grant No. GA50/JAM

1. The Government of Jamaica has received funding from the Caribbean Development Bank/Basic Needs Trust Fund Seventh (BNTF7) Programme towards the cost of the Jamaica Social Investment Fund Project and it intends to apply part of the proceeds of this grant to cover payments under a contract for a consultancy firm for the project – **Consultant Firm for Institutional Strengthening in Gender Mainstreaming (Phase 2)**.

### **2. Scope of Work**

The scope includes review of the existing National Policy for Gender Equality with a view to indicate whether targets have been met and facilitate the revision of said policy in response to emerging trends.

### **3. Qualification and Experience**

Interested Consultancy Firms should provide information demonstrating that they have the qualification and relevant experience to perform the services required. The shortlisting criteria are as follows:

#### Organisational Capacity

- *Firms should submit documentation to prove they have been established and are in operation*
- *Firms should be able to field a team of experts comprising a Research Consultant with a minimum of eight (8) years' experience in conducting research and implementing gender-related initiatives and a Training Consultant with at least five (5) years' experience providing training to a range of educational and age cohorts such as adult learners and community based organisations*

#### General Experience

- *Firms should demonstrate prior experience in undertaking gender based research, training and other related initiatives*

#### Specific Experience

- *Firms should demonstrate prior experience working on gender-based research, evaluation and activities such as projects, formulation or implementing policy, building awareness, and training different target groups a clear outline of the name of the assignment, services provided, cost, and duration and client/agency should be submitted*

#### **4. Duration of Contract**

The consultancy will be valid for a period of ten (10) months.

#### **5. Selection Method**

A Consultancy Firm will be selected using the **Consultant's Qualification Selection (CQS)** method in accordance with the procedures set out in the Caribbean Development Bank (CDB) Guidelines for the Selection and Engagement of Consultants (Revised October 2011), and the Government of Jamaica Handbook of Public Sector Procedures (Revised March 2014), Volume 3 of 4 Procedures for the Procurement of Consulting Services.

Please visit the JSIF website, <http://www.jsif.org> to view the detailed Terms of Reference and download the EOI Standard Forms.

Expressions of Interest (EOIs) should be submitted to the address below or emailed to [contracting@jsif.org](mailto:contracting@jsif.org) at or before 5:00 p.m. on Tuesday August 27, 2019.

**Jamaica Social Investment Fund  
Procurement Manager  
Ground Floor, The Dorchester  
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Kingston 5, Jamaica**