



## **REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)**

### **JAMAICA: FOUNDATIONS FOR COMPETITIVENESS AND GROWTH PROJECT**

Loan No.: 9203-JM

**Assignment Title: Enhanced & Upgraded Jamaica Trade Information Portal Website**

**Reference No.** (As per Procurement Plan): FCG/AF/CON/19-0

The Government of Jamaica (GoJ) has received financing from the World Bank toward the cost of the Foundations for Competitiveness and Growth Project, and intends to apply part of the proceeds for consulting services.

#### **The Consulting Services (“the Services”)**

The purpose of this consultancy is to provide services to strengthen, improve and enhance the existing Jamaica Trade Information Portal (JTIP), which will ultimately serve as Jamaica’s one stop point for the dissemination of trade information relating to imports and exports for Trade in goods and Trade in services.

The consultancy aims to provide the Trade Board Limited with an improved web based portal that is easy to use, with an appealing lay-out that integrates into the world e-commerce and e-business environments. The portal should incorporate Trade in Services data, including services classification codes, applicable laws, procedures and documents, fees and charges and available statistics, as well as translate from English into Spanish and French the uploaded trade in services information. The Consultant is expected to simplify and upload the existing Rules of Origin and Market Access requirements for selected trade agreements; prepare and upload content on trade in services; translate portal content into Spanish and French; upgrade of website and functionalities; and testing of website and training of users.

The anticipated duration of the assignment is eleven (11) months.

Interested consultants may obtain the Terms of Reference and the template for submission of an Expression of Interest in English at [www.gojep.gov.jm](http://www.gojep.gov.jm) or <https://www.pioj.gov.jm/procurement/>.

The Planning Institute of Jamaica now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

Criteria	Allocation of Scores <sup>1</sup>		
<b>Demonstrable experience in the development of simplified website content from technical sources in trade related subject areas</b>	Evidenced by the successful completion of three or more projects within the last 10 years; <b>(15 points)</b>	Evidenced by the successful completion of two projects within the last 10 years; <b>(10 points)</b>	Evidenced by the successful completion of one project within the last 10 years; <b>(5 points)</b>
<b>Demonstrable knowledge and experience in Trade in Services classification codes; collating in a simplified manner the available Trade in services data; and identifying the applicable laws, procedures, documents, fees and charges relating to Trade in services</b>	Extensive demonstrable experience; <b>(20 points)</b>	Good demonstrable experience; <b>(13 points)</b>	Satisfactory demonstrable experience; <b>(7 points)</b>
<b>Demonstrable knowledge and experience in translating trade content for websites from English into French and Spanish</b>	Evidenced by the successful completion of three or more projects within the last 10 years; <b>(10 points)</b>	Evidenced by the successful completion of two projects within the last 10 years; <b>(7 points)</b>	Evidenced by the successful completion of one project within the last 10 years; <b>(4 points)</b>
<b>Demonstrable experience in the development of dynamic, database-driven interactive websites and web applications</b>	Evidenced by the successful completion of three or more projects of a similar nature within the last 10 years; <b>(20 points)</b>	Evidenced by the successful completion of two projects of a similar nature within the last 10 years; <b>(13 points)</b>	Evidenced by the successful completion of one project of a similar nature within the last 10 years; <b>(7 points)</b>
<b>Demonstrable experience in conducting requirements analysis for the design/development/ upgrade of websites</b>	Evidenced by the successful completion of three or more projects of a similar nature within the last 10 years; <b>(10 points)</b>	Evidenced by the successful completion of two projects of a similar nature within the last 10 years; <b>(7 points)</b>	Evidenced by the successful completion of one project of a similar nature within the last 10 years; <b>(4 points)</b>

<sup>1</sup> If the submitted Expression of Interest does not fit within the allocation of scores provided for each criterion, zero points will be allotted for said criterion.

<b>Demonstrable experience in developing test plans, conducting testing of software applications in development and production environments, and troubleshooting technical issues</b>	Extensive demonstrable experience; <b>(5 points)</b>	Good demonstrable experience; <b>(3 points)</b>	Satisfactory demonstrable experience; <b>(1 point)</b>
<b>Demonstrable experience in the development of maintenance and sustainability plans for information systems/ websites</b>	Evidenced by the successful completion of three or more projects of a similar nature within the last 10 years; <b>(5 points)</b>	Evidenced by the successful completion of two projects of a similar nature within the last 10 years; <b>(3 points)</b>	Evidenced by the successful completion of one project of a similar nature within the last 10 years; <b>(1 point)</b>
<b>Demonstrable experience in the development in the design and layout of innovative websites</b>	Evidenced by the successful completion of three or more projects within the last 10 years; <b>(15 points)</b>	Evidenced by the successful completion of two projects within the last 10 years; <b>(10 points)</b>	Evidenced by the successful completion of one project within the last 10 years; <b>(5 points)</b>

Key Experts will not be evaluated at the shortlisting stage.

The shortlist will contain five (5) to eight (8) firms, with demonstrated experience in the field of the assignment.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016 (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest.

**Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.**

A Consultant will be selected in accordance with the Quality and Cost Based Selection method of the World Bank Procurement Regulations 2022 and will be specifically set out in the Request for Proposals.

Expressions of Interest (EOIs) must be uploaded on or before July 15, 2022 at 11:45pm. Submissions will be accepted via the Government of Jamaica Electronic Procurement Portal ([www.gojep.gov.jm](http://www.gojep.gov.jm)). No hard copy submission will be accepted.

To participate in this tender opportunity, consultants must first be registered and know how to use the electronic Procurement System, [www.gojep.gov.jm](http://www.gojep.gov.jm). Please self- register on the e-GP System, by selecting the Register as a Supplier link from the home page. **Consultants are encouraged to upload their submissions at least two (2) hours prior to the deadline for submission.** For assistance, and training please contact the GOJEP support desk at: 1-876-932-5220 or 1-876-806-5149 or 1-876-806-4581; or 1-876-806-4536 or via email at [opppcustomercare@mof.gov.jm](mailto:opppcustomercare@mof.gov.jm).

Further information can be obtained at the address below during office hours of 9:00 AM and 4:00 PM.

Planning Institute of Jamaica

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