REQUEST FOR EXPRESSIONS OF INTEREST
CONSULTING SERVICES

Selection # RG-T4109-P005
Selection Method: Full Competitive Selection (FCS). Quality and Cost Based Selection (QCBS)
Country: REGIONAL
Sector: Water and Sanitation
Technical Cooperation RG-T4109
Structuring of the Caribbean Water Utility Insurance Company as a Segregated Portfolio within CCRIF

CONSULTANCY SERVICES FOR THE DEVELOPMENT AND IMPLEMENTATION OF THE CWUIC RESPONSE PROGRAM

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: November 10, 2023 5:00 P.M. (Washington D.C. Time).

To access the IDB Portal, the firms must generate a registration account, including ***all*** the data requested by the Portal. In the event that any of the information requested is not included, the firm will not be able to participate in this or any other Bank-executed selection process for operational work. If the firm has been previously registered, please validate that you have ***all*** the firm's information updated and complete before submitting an expression of interest.

The consulting services ("the Services") include supporting the establishment, implementation, and operation of the Caribbean Water Utility Insurance Collective as a Segregated Portfolio (CWUIC SP) Response Program in its first three years of operation. This will involve drafting and workshopping the Mutual Aid Agreement (MAA), developing plans and guidelines for the implementation of the CWUIC Response Program, and providing training to the Participating Entities and CWUIC SP's participating water utilities. The consultancy will bolster the ongoing efforts of Participating Entities and water utilities to better prepare for emergencies along the five phases of the CWUIC Response Program cycle. This will be achieved by working closely with the CWUIC Response Program Working Group. The consultancy will involve 3 activities and the following tasks:

Activity 1: Develop key CWUIC Response Program documents and support the establishment of the CWUIC Response Program

- Task 1.1: Review all relevant documents and plans on the CWUIC SP Component 1: CWUIC Response Program, emergency preparedness, and existing procedures for emergency planning in the Caribbean water and sanitation sector.
- Task 1.2: Prepare key documents for the operations of the CWUIC Response Program.
- Task 1.3: Draft the MAA for the CWUIC Response Program.
- Task 1.4: Conduct a stakeholder consultation to obtain feedback on the key CWUIC Response Program documents.
- Task 1.5: Procure items for emergency toolboxes.

Activity 2: Develop guidelines for preparation of emergency response plans and regularly review

emergency response plans

- Task 2.1: Prepare guidelines for emergency response planning for CWUIC Response Program participating entities and water utilities.
- Task 2.2: Provide capacity building to the participating entities of the CWUIC Response Program and water utilities in maintaining and reviewing plans for emergency response and the routine training of key emergency response personnel.

Activity 3: Provide assessments, regular training for the participating entities of the CWUIC Response Program, and make recommendations for the improvement of the CWUIC Response Program

- Task 3.1: Conduct a capacity assessment of the participating entities and make recommendations to strengthen their roles and responsibilities in the execution of the CWUIC Response Program.
- Task 3.2: Provide training on the CWUIC Response Program and emergency response planning, including one-on-one support to CWUIC SP's participating utilities to develop their own emergency response plans.

The duration of consultancy services are twelve months after entry into force of the contract. The services are estimated to start in the second quarter of 2024.

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. 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: Mr. Keisuke Sasaki, keisukes@iadb.org.

Inter-American Development Bank
Division: Water and Sanitation Division
Attn: Mr. Keisuke Sasaki, Program Team Leader

1300 New York Ave, NW, Washington DC 20577, USA
Tel: *[include the country and city code]*
Fax: *[include the country and city code]*
E-mail: keisukes@iadb.org
Web site: www.iadb.org