

REQUEST FOR EXPRESSIONS OF INTEREST **CONSULTING SERVICES**

Selection #: RG-T4278-0001

Selection Method: Fully Competitive Selection

Country: Regional

Sector: Competitiveness, Technology and Innovation Division

Funding – TC #: ATN/CO-20061-RG; ATN/OC-20060-RG

Project #: RG-T4278

TC name: Productivity, Technology, Gender, Innovation and Climate Practices in Caribbean Firms (PROTEGIC)

Description of Services: Understanding Productivity, Technology, Gender, Innovation and Climate in Caribbean Firms

Link to TC document: <https://www.iadb.org/en/project/RG-T4278>

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: **August 13th, 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") will conduct a business survey focused on Productivity, Technology, Gender, Innovation and Climate (PROTEGIC) on a representative sample of the business population in 13 Caribbean countries (Antigua and Barbuda, Barbados, The Bahamas, Belize, Dominica, Grenada, Guyana, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname, and Trinidad and Tobago). The contract is expected to be completed within a period of one (1) year, with an estimated budget of USD 410,000. The consultancy will achieve two objectives: a) to review the sample frame utilized in the recent IFPG survey and ensure that it is well suited to draw representative firm-level samples of the major economic sectors in each country; and b) to collect data utilizing the pre-existing survey instrument (or a modified version discussed and approved with the IADB team) on business performance, innovative activities, technology use, management practices, and gender and business climate.

The Consulting Firm will be expected to define a methodological approach to review the existing sample framework, ensuring a representative sample of the economy, draw samples (maintaining a panel with previous surveys), and collect the data. In reviewing the sampling framework, the consulting firm is expected to engage in consultations with the national statistical offices to assess the availability of administrative records, business registries, and other potential sources of relevant information. The consultant is expected to maintain a high standard of quality control in the gathering, verification and cleaning of the data. Data gathering is expected to take place over face-to-face meetings (virtual allowed). The consulting firm will protect the confidentiality of firms and individuals participating in the survey at all stages. The consulting firm will turn over all data, questionnaire and other material to the IDB and will not retain any information or material after the survey data collection has ended.

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 in the draft summary of the intended Terms of Reference for the assignment. 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. The EOI must not be longer than 30 pages.

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: Sylvia Dohnert de Lascurain (sylviad@iadb.org), with a copy to Shamar Blenman (shamarb@iadb.org)

Inter-American Development Bank

Division: Competitiveness, Technology, and Innovation

Attn: Sylvia Dohnert de Lascurain, Project Team Leader

1300 New York Ave, NW, Washington DC 20577, USA

E-mail: sylviad@iadb.org

Web site: www.iadb.org

Draft Summary – Terms of Reference

Background and Justification

On March 20, 2016, the IDB Board approved the creation of the Compete Caribbean Partnership Facility (CCPF) as a multi-donor Trust Fund jointly funded by the United Kingdom's Foreign and Commonwealth Development Office (FCDO), the Caribbean Development Bank (CDB), and the Government of Canada. The ultimate goal of the Compete Caribbean Partnership Facility is to support the Caribbean region in increasing productivity and Caribbean firms' contribution to economic growth. The specific objectives are to (i) support firms to grow, innovate and enter new sectors and markets; and (ii) to promote an environment that enables innovation and growth. The Facility will support productivity and economic growth in the Caribbean by focusing on two thematic pillars: (i) productivity and innovation in firms; and (ii) enhancing the business and innovation climate. One cross cutting issue relates to applied knowledge, under which this activity is framed. The Facility is executed by Inter-American Development Bank and all procedures related to operations and implementation thereof must comply with IDB policies.

Phase 1 of Compete Caribbean (2010-17) supported the creation of 12,000 jobs (80% for women and youth); increased revenue generated by participating firms and clusters (USD\$153m or a 41% increase); increased exports by participating firms and clusters (USD\$37m or a 23% increase); and contributed to improvements in the business environment in several Caribbean countries (e.g.: Jamaica's ranking for Access to Finance improved its position to 12 from 189).

The Caribbean Enterprise and Indicator Survey 2011 (CES 2011) was funded by Phase I of Compete Caribbean and carried out as part of the World Bank's Latin American and Caribbean Enterprise Survey (LACES). During 2013 – 2014, Phase I of Compete Caribbean funded the Productivity, Technology, and Innovation (PROTEqIN) survey as an update of the 2011 exercise, keeping the same core questions and including modules on innovation behavior and labor management practices, and using a sample framework comprising a panel of 96% of firms extracted from CES 2011. In 2020, Compete Caribbean financed the Innovation, Firm Performance and Gender (IFPG) dataset, a third round of firm-level data which expanded the types of information collected in the previous versions to include questions on digital technology, green innovation, and COVID impact on the firm. These datasets and their accompanying technical documents can be found at: www.competecaribbean.org

Currently, with contributions from IDB and Compete Caribbean, a fourth round of business surveys focusing on Productivity, Technology, Gender, Innovation and Climate (PROTEGIC) is envisioned which focuses on the innovative behavior of Caribbean businesses and is aligned with innovation surveys routinely carried out by statistical offices in Latin America, and the recent developments and methodological recommendations from the Oslo Manual (OECD, Eurostat), including on green innovation. This new exercise will review the sample framework of enterprises utilized in 2020, and, depending on what the data for the universe of firms in the Caribbean post-COVID shows, will make alterations to the sample framework. This new exercise is also interested in encouraging the use of recent technological developments (machine learning, pattern recognition, data mining, visualization, etc.) that allow for the use and analysis of Big Data in developing the sample framework or in complementing data collected¹.

The Bank has a long history working with the Caribbean Community (CARICOM) on technical cooperation projects to improve statistical production on both the national and regional level. Project activities

¹ There are various options and techniques to build a frame population and then to do the sampling when there is no official business register to do it. Traditional methods would recommend to access tax revenue information (if available) or data from the chambers of commerce to build the frame and target population. Today with data mining and analytics techniques open and online data can be accessed from which the sample can be built. Online data is updated frequently. The combination of all the data is known as Big Data (structured, semi-structured and unstructured, "massive" data).

described in the current TC will be coordinated as closely as possible with CARICOM and with the National Statistical Offices, National Statistical Systems and the Regional Statistical System of the Caribbean region.

In addition, the Competitiveness, Innovation and Technology Division of the IDB has built the Latin American innovation surveys (LAIS) dataset, which is a harmonized and anonymized dataset of cross-sectional data at the firm level, covering 10 countries over the period 2004-2016, including around 700 variables across 12 themes to describe innovation in Latin American firms. LAIS currently does not include the Caribbean.

Team's Mission

The Competitiveness, Technology and Innovation Division (CTI) of the IDB is part of the Institutions for Development Department (IFD). This team provides funding, technical assistance, and knowledge products to support governments in key action areas, such as business innovation, social innovation, entrepreneurship ecosystems, digital transformation, and productive development.

The Economics team of the IDB's Caribbean Country Department (CCB) produces economic analysis to support IDB's strategies and operations in its member countries.

IDBInvest provides financing and strategic advisory support to private businesses in Latin America and the Caribbean.

The general objective of the Technical Cooperation (TC) project that finances this consultancy is to gather internationally comparable firm-level data on innovation, technology, firm performance, finance, gender and business management that will supply evidence-based data and information to improve private sector development policies and growth-driven strategies in the Caribbean region.

Objective

The objective of this consultancy is to conduct the PROTEGIC survey. In order to accomplish this, the consultancy will achieve the following objectives:

- a. To review the existing (i.e. IFPG) sample frame and make modifications (as needed) to ensure that it is well suited to draw representative firm-level samples of the major economic sectors in each country²;
- b. To collect data on business performance, innovative activities, technology use, management practices, and gender and business climate of firms in the Caribbean, across 13 countries.

Scope of Consultancy

Specifically, the consultancy will:

- Define a methodological approach to review the sample framework. The sampling methodology shall define the stratification to be used, determined fundamentally by unit size and industry. A simple random sample is an inefficient method that would lead to imprecise estimations, therefore is not recommended. In determining optimal sample size, the consultant will account for the desired level of precision to conduct statistically robust analysis with a confidence level of 95% and a margin error of 5%. The sample should include ISIC Revision 4 strata (C, D, E, F, G, H, I, J, K, R) representative at two digits, force include large firms per stratum, and include firms that have been followed within a panel fashion from previous surveys (CES, PROTEqIN and IFPG). The consultant is expected to liaise with National Statistics Offices in the different countries to assess the availability of administrative records and business registries and other potential sources of relevant information that can inform the sampling framework.

The Consultant shall collect data from a statistically representative sample of enterprises from among the 13 included countries (Antigua and Barbuda, The Bahamas, Barbados, Belize, Dominica, Grenada,

² This exercise is focused on the formal sector of the covered economies.

Guyana, Jamaica, St. Lucia, St. Kitts and Nevis, St. Vincent and the Grenadines, Trinidad and Tobago, and Suriname), on: business performance, innovation activities and outcomes, use of technology, management practices, gender in the workplace, and business environment, as well as basic firm data, utilizing as a baseline the survey instrument that was applied by the IFPG³. The consultant, in their proposal, shall propose modifications, improvements or refinements if required based on comparison with other ongoing surveys (for example the World Bank Enterprise Survey, The Business Enabling Environment survey of the World Bank Group, and the LAIS instrument), as well as on new technological and methodological advances for data collection.

- The sample design and the implementation of the survey should follow the guidelines from the Oslo Manual and the best practices and the manual for the implementation of innovation surveys published by IDB ⁴. The PROTEGIC will be carried out by the selected consultant firm by means of face-to-face interviews⁵ with each establishment's senior managers, and depending on the questions, accountants, and/or human resource manager. The baseline survey instrument includes questions about firm performance, innovation practices, technology use, gender involvement in the business, and management practices, as well as managers' opinions on different aspects of the business environment. Other portions of the questionnaire solicit information that is to be taken from the establishment's financial statements.
 - a. The consultant will ensure the quality of the collected data, and will deliver a clean, labeled database of completed PROTEGIC interviews in STATA, SPSS, R or other compatible data processing application, previously agreed upon with the IDB/Compete Caribbean Team. The database will contain all variables included in the questionnaire, following the codes included in the attachments. Furthermore, it will include weights, projection factors and any other data necessary to conduct quantified tabulation. Each establishment should have a unique numeric identifier. For the panel data set, each establishment's unique numeric identifier should be the same as from the previous IFPG, LACES, FINGEN and PROTEqIN 2013, if applicable, so that a longitudinal data set can be easily identified and maintained (see full list of datasets at www.competecaribbean.org) .
 - b. The consultant will protect the confidentiality of firms and individuals participating in the survey at all stages. All data is confidential and the property of the IDB. Its sole purpose is for research on the variables that affect firm performance, including the business environment, and is not for commercial use. No data or other information from this survey will be released to third parties without the written approval of the IDB. The consultant will turn over all data, questionnaire and other material to the IDB/ and will not retain any information or material after the survey data collection has ended.

³ It can be found at: <https://www.competecaribbean.org/protegin-ifpg-datasets/>

⁴ <https://publications.iadb.org/handle/11319/5693> and <https://publications.iadb.org/handle/11319/6638>

⁵ Virtual and over the phone interviews are allowed.