REQUEST FOR EXPRESSIONS OF INTEREST

Organisation of Eastern Caribbean States
OECS Data for Decision Making (DDM) Project
Grant No.: IDA – E0360

Assignment Title: Consultancy Services to Develop a Course in Geographic Information Systems

Reference No.: LC-OECS COMMISSION-388603-CS-INDV

The Organisation of Eastern Caribbean States (OECS) Commission has received funding from the World Bank toward the cost of the OECS Data for Decision Making (DDM) Project and intends to apply part of the proceeds for Consultancy Services to Develop a Course in Geographic Information Systems (GIS).

The consulting services ("the Services") include developing and delivering a specialized GIS course. This course is designed to not only build but also enhance the capabilities of officers within the Regional Statistical System, ensuring they are equipped to meet the demands of this increasingly data-driven era.

The objectives of this consultancy are to:

a) Strengthen the capacity and develop the technical skills of GIS officers within the Central Statistical Offices and other line ministries with GIS officers, who are required to gather, produce or disseminate data/information/statistics.

b) Equip participants with advanced skills in GIS, data digitization, spatial analysis, and mapping.

c) Enhance capacity for handling geospatial data in decision-making processes related to environmental management, urban planning, and resource management.

d) Foster a collaborative network among geospatial professionals in the OECS region.

The assignment is expected to be undertaken over a period of four (4) months.
The OECS now invites eligible Individual Consultants (“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 minimum required qualifications and experience are listed in section 10 of the Terms of Reference (TOR) below. The details of the services required are available in the TOR which is available on the official website: www.oecs.org.

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, Fifth Edition, September 2023 (‘Procurement Regulations’), setting forth the World Bank’s policy on conflict of interest.

Individual Consultants wishing to signify their interest in undertaking the prescribed services are to submit an Expression of Interest (EOI) providing information demonstrating that they have the required qualifications and relevant experience to perform the services (Curriculum Vitae, description of similar assignments, etc).

Expressions of Interest can be submitted via email.

For more information or to submit Expressions of Interest, please contact:

Tameeka Jn Baptiste
Junior Procurement Officer
OECS Commission Morne Fortuné
P.O. Box 1383
Castries
Saint Lucia
Telephone: 758-455-6408
Email: procurementbids@oecs.int

Copied to:
Ms. Sherma Beroo, sherma.bero@oecs.int
Ms. Jenna Flavien, jenna.flavien@oecs.int

An Individual Consultant will be selected in accordance with the World Bank’s Procurement Regulations for IPF Borrowers, Fifth Edition, September 2023.

Expressions of Interest will be evaluated and the Individual Consultant with the most relevant experience and qualifications will be selected and requested to submit a proposal which will be the basis for negotiations leading to a contract.

An electronic copy of Expressions of Interest are to reach the OECS Commission by April 22, 2024 addressed to:

Ms. Tameeka Jn Baptiste, Junior Procurement Officer
At the following email address: procurementbids@oecs.int
copied to sherma.bero@oecs.int
Ms. Jenna Flavien, jenna.flavien@oecls.int

The email submissions should include the name and address of the Consultant and shall be clearly marked in the subject line as “Consultancy Services to Develop a Course in Geographic Information Systems”.

The Terms of Reference for this consultancy and EOI template are provided below.
TERMS OF REFERENCE

CONSULTANCY SERVICES TO DEVELOP A COURSE IN GEOGRAPHIC INFORMATION SYSTEMS

1. About OECS
The Organisation of Eastern Caribbean States (OECS) is an International Inter-governmental Organisation dedicated to regional integration in the Eastern Caribbean. The vision of the organisation for 2020-2024 "A better quality of life for the people of the OECS" and Mission Statement: "To drive and support sustainable development through regional integration. collective action and development cooperation". The Organisation of Eastern Caribbean States came into being on June 18th, 1981, when seven Eastern Caribbean countries signed a treaty agreeing to cooperate and promote unity and solidarity among the Members. The Treaty became known as the Treaty of Basseterre, named in honour of the capital city of St. Kitts and Nevis where it was signed.

2. Project Background

The Organization of Eastern Caribbean States is implementing a regional statistical capacity building project, financed by the World Bank Group, with Grenada, Saint Lucia, and Saint Vincent and the Grenadines. The OECS Data for Decision Making Project (called “Project” going forth) comprises five components that will be implemented over a five-year period. At the national level, Component 1 and Component 2 of the Project will strengthen national statistical systems through (i) statistical modernization and capacity building, and (ii) data production, analysis, and dissemination, with a focus on the population and housing census, living conditions surveys, labor market surveys, and agricultural census. At the regional level, Component 3 of the Project will support the OECS Commission’s mandate for regional integration and the strengthening of the regional statistical system. Component 4 will support project implementation, and Component 5 will provide a contingency option for immediate surge funding in the event of a national emergency. The OECS Commission will be responsible for the implementation of Component 3. The Project aims to improve the capacity of participating countries to produce and publicly disseminate statistical data for country and regional level analytics, which will enable greater data-driven decision making at both the national and regional levels.


3. Introduction

In response to the evolving landscape of geospatial data usage and its critical role in policy making, a comprehensive assessment was conducted in three beneficiary countries to identify knowledge
and skill gaps in Geographic Information Systems (GIS) among officers. This evaluation was crucial to pinpoint the specific areas where a focused GIS course could most effectively bolster their capabilities. The recent surge in demand from data users for geographically referenced information underscores the importance of this initiative. Policymakers have increasingly recognized that access to such data can lead to more informed, precise policies that significantly enhance the livelihoods and overall well-being of citizens.

Following the data collection exercises in these countries, which included the integration of geographical variables in census databases, statistical officers are now tasked with the challenge of analyzing and presenting this complex data in a user-friendly manner. The assessment revealed a pressing need for officers to gain a deeper understanding of the entire GIS process, from the collection of geospatial information to its dissemination. Consequently, this consultancy is dedicated to developing and delivering a specialized GIS course. This course is designed to not only build but also enhance the capabilities of officers within the Regional Statistical System, ensuring they are equipped to meet the demands of this increasingly data-driven era.

4. Objective

The objectives of this consultancy are to:

- e) Strengthen the capacity and develop the technical skills of GIS officers within the Central Statistical Offices and other line ministries with GIS officers, who are required to gather, produce or disseminate data/information/statistics.
- f) Equip participants with advanced skills in GIS, data digitization, spatial analysis, and mapping.
- g) Enhance capacity for handling geospatial data in decision-making processes related to environmental management, urban planning, and resource management.
- h) Foster a collaborative network among geospatial professionals in the OECS region.

5. Scope of Work and Functions

Curriculum Development:
- a. Design a course curriculum that emphasizes the application of GIS and geospatial technologies in statistical analysis, relevant to the needs of OECS Member States.
- b. Include modules that cover spatial statistics, geostatistical analysis, and the integration of statistical data with GIS.

Core and Advanced Statistical GIS Modules:
- c. Develop foundational modules focusing on basic GIS concepts, data collection, and management with a statistical perspective.
- d. Incorporate advanced modules such as predictive modeling, spatial regression, cluster analysis, and data visualization techniques in GIS specifically for statistical applications.

Practical Application and Case Studies:
- e. Integrate real-world case studies and datasets, relevant to the OECS region, to demonstrate the application of GIS in statistics.
f. Plan hands-on projects where participants can apply GIS techniques to statistical data, focusing on areas like public health, urban planning, environmental monitoring, and economic development.

Participatory and Practical Training Methods:

g. Utilize a mix of 40 hours of lectures and hands-on lab sessions, and collaborative workshops, focusing on the application of GIS in statistical work. The entire course is expected to be delivered within 40 days inclusive of the submission of a capstone project by participants.

Collaboration with Statistical Offices:

h. Engage with local statistical bodies and institutions within the OECS Member States to ensure the course is aligned with regional statistical challenges and data needs.

i. Encourage sharing of best practices and experiences among participants to foster a community of practice in GIS for statisticians.

j. Assist in the development of a communication channel to allow participants to collaborate or provide support to each other beyond the training.

Sustainability and Capacity Building in Statistics:

k. Aim for the course to be sustainable, enabling participants to apply GIS techniques in their statistical work and to disseminate knowledge within their institutions.

l. Include a 'train-the-trainer' component to enable statisticians to teach GIS applications in statistics to their peers.

m. Include a return-to-work project for participants.

Course Delivery and Methodology:

n. Utilize a blend of theoretical instruction and practical workshops, ensuring statisticians gain hands-on experience with GIS tools.

o. Facilitate lab sessions using statistical and geospatial datasets to enhance skills in data visualization, mapping, and spatial data analysis.

6. Course Design:

- Online course incorporating a mixed methodology of lectures, hands-on sessions, case studies, and field exercises.

7. Target Group:

- Target participants from central statistical offices and line ministries and other relevant institutions within the OECS Member States.
8. Deliverables/Timeframes and Payment Schedules

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<th>Deliverables/Duties</th>
<th>Estimated time of delivery from contract commencement date</th>
<th>Payment percentage</th>
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<tr>
<td>1</td>
<td>Inception report covering the detailed work plan and methodology including details and timeframe for each of the planned phases; draft course schedule; submission of curricula;</td>
<td>Within three weeks</td>
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<td>2</td>
<td>Final course agenda.; delivery of first course module; submission of progress report.</td>
<td>Within eight weeks</td>
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<td>3</td>
<td>Delivery of final course modules; submission of progress report.</td>
<td>Within twelve weeks</td>
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<td>4</td>
<td>Final report including monitoring report on return-to-work projects</td>
<td>Within eighteen weeks</td>
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9. Timing:
- The consultant would be expected to carry out this consultancy over a four-month period.

10. Selection Criteria:
- Advanced degree in Geospatial Technology, GIS, Remote Sensing, or a related field.
- Minimum of 10 years of experience in geospatial technology, with a focus on training and capacity building.
- Familiarity with the OECS region’s geographical and socio-economic context and the scope of work of the institutions participating to contextualise the training
- Proficiency in English
- Excellent written and verbal communications skills.

11. Environmental and Social Safeguards

During implementation, the consultant will follow a code of conduct, and when engaging in activities such as workshops, consultations, etc., the consultant will share the information to access the grievance mechanism. In the case where activities will result in any replacement of electronic equipment, all disposal of electronic waste will follow e-waste procedures consistent with national regulations and the Environmental and Social Management Framework (ESMF).
World Bank CV/EOI Template

1. Surname:

2. First Name:

3. Address:  Telephone #:

4. Date of Birth:

5. Profession:  Nationality:

6. Education:
   
7. Membership of Professional Associations:
   
8. Other Training:
   
9. Countries of Work Experience:
   
10. Languages:

11. Employment Record (Add rows as required):

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### 11. Work undertaken that best illustrates related assignments (clearly showing role played, duration of input, complexity of work undertaken, and core competencies) (Add rows as required)

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