



**THE COOPERATIVE REPUBLIC OF GUYANA**  
**MINISTRY OF LEGAL AFFAIRS**  
**Loan: GY-L1044 - SUPPORT FOR THE CRIMINAL JUSTICE SYSTEM PROGRAMME**  
**REQUEST FOR EXPRESSIONS OF INTEREST**  
**CONSULTING SERVICES (FIRM)**

**Loan No: 3876/BL-GY**

**Reference No: WBS Code: 3.4**

The Government of Guyana through the Ministry of Legal Affairs and the Inter-American Development Bank recently signed a Loan Agreement for an intervention in the Justice Sector of Guyana. The Support for the Criminal Justice System Programme (herein under referred to as “the programme”) seeks to address institutional issues which affect Guyana’s criminal justice system. The Support for the Criminal Justice System Program intends to apply part of the proceeds towards consulting services.

The Ministry of Legal Affairs now invites eligible “Consulting Firms” to indicate their interest in providing the services. Interested firms should provide information demonstrating that they have the required qualifications and relevant experience for the following consultancy:

**(i) Consulting Firm - Monitoring & Evaluation – Project Implementation Unit (PIU) - SCJS**

**Main Objectives of this Consultancy:**

- (i) to provide general support inclusive of Planning and Development, Research, Monitoring and Evaluation, activity management and submission of all relevant reports;
- (ii) to increase the effectiveness of the programme results through the systematic gathering of information over the remaining life of the programme, that allows for determination of project risks, constraints, timely decision-making, mitigating actions in order to keep the project on track, maximizing project resources and facilitating ultimate project success; and
- (iii) to facilitate evaluations by providing robust information regarding the progression of indicators from the ‘before the project’ status to various junctures during project execution.

## **Firm's Experience:**

**The Consultancy will be conducted by a suitably qualified firm, selected on the basis of their ability to demonstrate the following competencies at minimum:**

- (i) Completed at least three (3) successful projects in Planning, Budgeting, Monitoring & Evaluation of Foreign-Funded or Government projects within the past 5 years;
- (ii) At least three (3) years of specific knowledge and experience in working with specific planning tools such as logical frame-work analysis and Results-Based Framework;
- (iii) Knowledge and experience in planning and development of strategic partnership and management and programme coordination;
- (iv) Knowledge and working experience of in the use of Statistical Package for the Social Science (SPSS) and working experience in Agile and test driven development models;
- (v) Research Skills in at least five (5) Academic or Policy Research Projects.

Consultants will be selected in accordance with the procedures set out in the Inter-American Development Bank: [Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank](#) GN-2350- 9 and is open to all eligible bidders as defined in this policy. Short-list shall comprise six firms, as stated in such policy. The Bank may accept a reduced number of firms in the Short List under justifiable special conditions.

*Participants shall submit documents that would include a letter of intentions, firm's profile, number and summary of main projects of the last 10 years and other support information regarding the activities described herein. Submissions shall not be comprised of more than 10 pages.*

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.

Further information can be obtained at the address below during office hours *between 09:00 to 15:00 hours, from Mondays to Fridays.*

Expressions of Interest must be delivered via e-mail on or before **July 21, 2023**.

**Ministry of Legal Affairs**  
**Support for the Criminal Justice System**  
**Attn: Procurement Officer**  
**341 East Street, South Cummingsburg, Georgetown, Guyana**  
**Telephone: (592)-226-1370 Ext. 204, (592)-650-8803**  
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