



Caribbean Community Climate Change Centre

REQUEST FOR EXPRESSIONS OF INTEREST INDIVIDUAL CONSULTANT

Country:	Commonwealth of The Bahamas
Donor:	Green Climate Fund (GCF)
Project Name:	Developing a Climate Resilient Health System in The Bahamas
Contract Title:	Climate Change and Health Technical Officer Consultant – The Bahamas
Contract #:	Contract #27/2021/GCF/Bahamas/CCCCC
Type of Contract:	Fixed Price
Expected Duration of Project:	Up to 18 months
Expected Duration of the Services:	12 months in the first instance (contract renewal is subject to the availability of funds and successful performance evaluation)
Estimated Value of the Services:	USD36,000
Estimated Start Date:	July 2021
Deadline for Submission:	<i>on or before 2:00pm (GMT-6), Friday 18 June 2021</i>

1. BACKGROUND

The Caribbean Community Climate Change Centre (the Centre) has received financing from **Green Climate Fund (GCF)**, toward the cost of the project titled “**Developing a Climate Resilient Health System in The Bahamas**” and intends to apply part of the proceeds towards the contracting of a **Climate Change and Health Technical Officer Consultant – The Bahamas**

The Climate Change and Health Technical Officer Consultant (“**the Services**”) include but not limited to:

- Development of Terms of Reference (TOR) for the roles and functions of the committee and identification of key multi-sectoral stakeholders to comprise the sub-committee.
- Conduct and report on pre- evaluation survey on participating stakeholder’s knowledge.
- Training and capacity building for committee members on matters related to climate change and the health sector.



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- Conduct and report on post- evaluation survey on participating stakeholder's knowledge.
 - Development of an action-oriented annual work plan for the committee (including prioritization of key climate change and health issues to address at a national level to support the work of the Ministry of Health, the Ministry of Environment and Housing, and other key partners).
 - Provide support with upcoming national climate change related reports/projects with health implications (i.e. NDC revision, PAHO/WHO Technical Assistance on Climate Change and Health, TNC/BUR1 project).
 - Mainstream and develop Climate Change and Health component of the Ministry of Health's (10 year) Strategic Plan – the NHSSP, inclusive of a chapter on Resource Mobilization Strategy for Climate Change and Health.
 - Prepare and submit monthly reports and work plans, ensuring that accurate records are provided to support operational, financial and results-based monitoring of the project.
 - Facilitate and provide support, where necessary, for the execution of procurement activities including, but not limited to, drafting and reviewing TORs and specifications, soliciting quotations, securing invoices and evaluating proposals.
 - Deliver periodic presentations to the Ministry of Health on the results of the activities undertaken as part of the consultancy.
 - Document and share lessons learnt.
 - Engage in other climate change and health-related capacity strengthening and GCF Readiness related activities as deemed necessary by the Ministry of Health and/or the Centre.

The Caribbean Community Climate Change Centre now invites suitably qualified consultants to submit an Expression of Interest which should include the following application documents:

- a. Letter of motivation outlining motivation and how your experience, skills, qualifications and professional networks fit with the required job description. (no longer than 2 pages)
- b. Curriculum vitae or Résumé with full details of qualifications, full description of activities and experience, and achievements.
- c. Be a national/permanent resident of a CARICOM Member State living in or eligible to work in The Bahamas.



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- d. Contact details of three (3) professional references.
 - e. The Ministry of Health as the executing agency expects that all applicants complete:
 - i. The Bahamas PSC 7 form
 - ii. The Bahamas Security Questionnaire
 - f. The Ministry of Health as the executing agency expects that the successful consultant will:
 - i. Sign a declaration related to the Ministry of Health's Secrecy Act at the commencement of the contract.
 - ii. Participate in an orientation session.
 - iii. Complete the Exit Survey Form at the completion of the contract.

Consultants will be selected in accordance with Individual Consultant Selection, meaning that a consultant will be selected based on qualification and experience relevant to the assignment.

Submissions of EOI's.

- I. EOI's must be uploaded as a PDF file to <http://www.caribbeanclimate.bz/bid-submission/>.
- II. The subject matter of the email must read: "**Climate Change and Health Technical Officer Consultant.**"
- III. EOI's must be secured with a password. Such password must be emailed to atillet@caribbeanclimate.bz no later than 15 minutes prior to the deadline for bid submission. The subject matter for the email containing password must read: **Climate Change and Health Technical Officer Consultant** (Consultant's Name)

Request for Clarification: email: procurement@caribbeanclimate.bz Attention: Andrea Tillett, Procurement Officer. Request for clarification should be received by the Centre no later than **Monday June 14, 2021**. Consultants are advised that the responses to the requests for clarification will be only posted on the Centre's Webpage at: <https://www.caribbeanclimate.bz/category/opportunities/>.

Deadline for submission of EOI is ***on or before 2:00pm (GMT-6), Friday 18 June 2021.***

The Caribbean Community Climate Change Centre (the Centre) reserves the right to accept or reject any submission and to annul the procurement process and reject all EOIs at any time prior to contract signature, without thereby incurring any liability.