

REQUEST FOR EXPRESSIONS OF INTEREST

SAINT LUCIA

Assignment Title: Consultancy for the Organizational Development of the Central Statistics Office (CSO)

Reference No.: SLU-DDM-OD-CS-QCBS-25

The Government of Saint Lucia (GoSL) has received financing from the World Bank toward the cost of the OECS Data for Decision Making Project and intends to apply part of the proceeds for the Consultancy Services for the Organizational Development of the Central Statistics Office (CSO). The project aims to enhance the capacity of national statistical systems to produce and disseminate high-quality, timely, and relevant statistical data. The Central Statistics Office (CSO), under the Department of Economic Development and Youth Economy, is Saint Lucia's key institution responsible for the generation and coordination of official statistics.

To meet growing data demands and address institutional challenges, the CSO seeks to undergo significant organizational transformation. In line with this, and to support its planned transition into a National Statistical Institute (NSI), the CSO requires a strategic review and restructuring aligned with international best practices and national development strategies.

The consulting services ("the Services") is intended to provide expert organizational development support to the CSO, including the design and implementation of a new organizational structure, succession planning, modernization of business processes, capacity building, and the development of sustainable operational strategies. This will enable the CSO to effectively deliver on its mandate and transition towards becoming a National Statistical Institute.

The consulting firm will work under the direction of the Department of Economic Development and Youth Economy to:

- Support the development of clear and measurable strategic goals and objectives for the CSO aligned with Saint Lucia's National Strategy for the Development of Statistics (NSDS).
- Conduct a comprehensive assessment of the CSO's existing organizational structure, business processes, workforce competencies, and technological and legal frameworks to identify areas for improvement.
- Develop and cost a proposal for a new organizational structure, including a succession plan, change management strategy, and roadmap for transitioning to a National Statistical Institute (NSI).
- Design and implement a capacity-building and professional development plan, including orientation and training modules to strengthen leadership, technical, and project management skills within the CSO.
- Assess existing data governance mechanisms and establish a quality assurance framework to enhance integrity, confidentiality, transparency, and consistency of statistical data.

- Provide recommendations to strengthen regional and international cooperation and participation in statistical initiatives to promote harmonization and knowledge sharing.
- Review and institutionalize a framework for annual budgeting and operational planning, including training and templates to support effective implementation.
- Propose measures to ensure the sustainability and resilience of the CSO, including risk mitigation strategies, funding options, and opportunities for revenue generation.

The detailed Terms of Reference (TOR) for the assignment can be obtained at the address given below and also attached with the REOI.

The Department of Economic Development and Youth Economy now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services.

The shortlisting criteria are:

1. At least 3 years’ experience in providing consulting services in organizational development for national statistical offices or public sector organization including providing recommendations for the modernization and capacity building of such offices or organizations;
2. Demonstrated experience in planning and implementing at least 2 similar assignments in Organizational Development or Human Resource Management for a statistical office or a public sector agency;
3. Demonstrated experience in implementing at least 2 assignments on enhancement of IT and IT infrastructure preferably for statistical purposes;
4. Demonstrated experience in at least 2 similar activities in the preparation of succession plans, preparation of job description and recommendation for training plans.

Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. In the assessment of submissions, consideration will be given to technical competence, qualifications and experience including local and regional. Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.15, 3.16 and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” Sixth Edition, March 2025 (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest. In addition, please refer to the following specific information on conflict of interest related to this assignment: Consultants shall not be hired for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of being unable to carry out the assignment in the best interests of the Borrower (paragraph 3.17 of the Procurement Regulations).

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-

consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours 8:00 a.m. - 4:30 p.m. (0800 to 1630 hours, local time). Expressions of Interest must be submitted using *Government of Saint Lucia Electronic Government Procurement (e-GP) System* - <https://in-tendhost.co.uk/goslprocurement/> no later than **0930 hours on Wednesday November 5, 2025**. Submissions shall include a cover page displaying the name and address of the Consultant and shall be clearly marked **“Consultancy for the Organizational Development of the Central Statistics Office (CSO).”**

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