



REQUEST FOR EXPRESSION OF INTEREST (REOI)

CONTRACT TITLE: Consultancy for the Development of an Environmental and Social Management Plan (ESMP) and Gender Action Plan (GAP) for the Rehabilitation of the Theobalds Water Treatment Plant in St Lucia

1. Tender reference no.

CDF/PRO/CQS/2025/001

2. Procedure

Consultants Qualification Selection

3. Source of Funding

Member States' Funding

4. Contracting Authority

CARICOM Development Fund

CONTRACT SPECIFICATION

5. Contract description

The objective of the consultancy is to ensure compliance with national environmental legislation, as well as with the CDF Environment and Social Safeguards (ESS) and Gender Policy. Further, it serves to identify social and environmental impacts (positive and negative) and risks and to design respective measures to prevent, reduce, mitigate and/or offset/compensate (for) them. The engagement requires the Consultant to provide the following Services:

- Prepare an Environmental and Social Management Plan (ESMP) for the operation to ensure the socio-environmental sustainability of its different components. The ESMP should be developed using the findings of a completed ESIA already conducted for the facility and any other information that the consultancy may find relevant.
- The consultancy aims to analyze, evaluate and propose measures to prevent, control, mitigate, restore and/or compensate the potential environmental and social impacts of the project so that the project complies with CDF's Social and Environmental Standards (SES) and national legislation.
- The ESMP must include management plans and other instruments detailing environmental and social requirements, in particular, to guide the final design of the project and its components, including recommendations for changes to the



project design as well as specific actions to be taken by contractors and subcontractors.

- Develop a consultation/stakeholder engagement plan, including an analysis of interested and affected parties, detailing documentation requirements, and dissemination of information about the project.
- Develop a grievance redress mechanism.
- Support the implementing partner (and responsible party) in carrying out meaningful consultations.
- Develop a Gender Action Plan

Refer to attached TOR for further details of consultancy.

6. Scope for additional services

The CARICOM Development Fund may, at its own discretion, extend the project in duration and/or scope subject to the availability of funding up to a maximum not exceeding the length and value of the initial contract. Any extension of the contract would be subject to satisfactory performance by the Consultant.

CONDITIONS OF PARTICIPATION

7. Eligibility

Participation is open to all natural persons and legal persons participating either individually or in a grouping (consortium) of tenderers of any nationality. Participation is also open to international organisations.

8. Candidature

All eligible natural and legal persons (as per clause 7 above) or groupings of such persons (consortia) may apply.

A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e. the leader and all other members) are jointly and severally liable to the CARICOM Development Fund.

9. Number of EOIs

No more than **one** Expression of Interest (EOI) may be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting an EOI). In the event that a natural or legal person submits more than one EOI, all EOIs in which that person has participated will be excluded.

10. Shortlist alliances prohibited

Any tenders received from tenderers comprising firms other than those mentioned



in the short-listed EOI will be excluded from this tender procedure unless prior approval from the CARICOM Development Fund has been obtained. Short-listed consultants may not form alliances or subcontract to each other for the contract in question.

11. Grounds for exclusion

In order to submit an EOI, consultants must not be in any of the exclusion situations listed in Clauses 12 and 13 of Module 2 of the CARICOM Secretariat's Guidelines and Procedures Manual (GPM) available at [re-amended-GPM-as-7-Sep-21-2.pdf](#)

12. Sub-contracting

Subcontracting is allowed.

13. Number of consultants to be short-listed

On the basis of the EOIs received, between 3-6 consultants will be invited to submit detailed proposals for this contract. If the number of eligible consultants meeting the selection criteria is less than the minimum of 3, the CARICOM Development Fund may invite the consultants who satisfy the criteria to submit a tender.

PROVISIONAL TIMETABLE

14. Provisional date of invitation to tender

August 25^h, 2025

15. Provisional commencement date of the contract

October 13th, 2025

16. Initial period of implementation of tasks

3 Months

SHORTLISTING CRITERIA

17. Shortlisting criteria

The following selection criteria will be applied to consultants:

- i. Professional with a master's degree in social and/or environmental sciences
- ii. At least 10 years' experience in socio-environmental impact management/social environmental impact assessment and gender assessment.
- iii. Proven areas of Expertise: Socio-environmental management, evaluation of socio-



environmental impact in the infrastructure sector, knowledge of the Social and Environmental Standards (SES)

- iv. Proven experience working with local, regional or international organizations in the sector.
- v. Has successfully completed at least two contracts in a similar, or related field.

Previous experience which would have led to breach of contract and termination by the CARICOM Development Fund shall not be used as reference. This is also applicable concerning the previous experience of experts required under a fee-based service contract.

A consultant may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to the CARICOM Development Fund that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal. Such entities, for instance the parent company of the consultant, must respect the same rules of eligibility, as the consultant.

SUBMISSION OF EXPRESSIONS OF INTEREST (EOIs)

18. Deadline for receipt of EOIs

11th August 2025 at 5:00 PM (AST)

19. EOI format and details to be provided

Consultants must provide all information indicating that they are qualified to perform the Services. (CVs, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff etc.)

20. How EOIs may be submitted

EOIs must be submitted in English exclusively, to the CARICOM Development Fund by e-mail to: procurement@caricomdf.org

The Contract title and the Tender reference number (see item 1 above) must be clearly marked in the title of the e-mail containing the EOI and must always be mentioned in all subsequent correspondence with the CARICOM Development Fund.

EOIs submitted by any other means will not be considered. EOIs received after the deadline for receipt may be rejected.

21. Alteration or withdrawal of EOIs

Consultants may alter or withdraw their EOI by written notification prior to the



deadline for submission of EOIs. No EOI may be altered after this deadline.

22. Operational language

All written communications for this tender procedure and contract must be in English.