



<https://website.crosq.org/job/request-for-expressions-of-interest-consultancy-services-for-project-officer/>

Request for Expressions of Interest – Consultancy Services for Project Officer

Hiring organization

CARICOM Regional Organisation for Standards and Quality

Date posted

February 14, 2025

Valid through

27.02.2025

Consultancy Services for Project Officer

The CARICOM Regional Organisation for Standards and Quality (CROSQ) has received financing from the Caribbean Development Bank (CDB) allocated from the 11th EDF CARIFORUM-EU EPA and CSME Standby Facility in an amount not exceeding the equivalent of EURO three hundred and seven thousand five hundred seventy-one (EUR 307,571) towards the cost of Capacity Building for Strengthening Quality Infrastructure in Haiti Project and intends to apply a portion of the proceeds of this financing to eligible payments under a contract for which this invitation is issued. Payments by CDB will be made only at the request of CROSQ and upon approval by CDB and will be subject in all respects to the terms and conditions of the Financing Agreement. The Financing Agreement prohibits withdrawal from the financing account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of CDB, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than CROSQ shall derive any rights from the Financing Agreement or have any claim to the proceeds of the Financing.

CROSQ, the Executing Agency of this Project, now wishes to procure consultancy services for Project Officer.

The objective of the consultancy is to provide project management and coordination to ensure the effective implementation of the project. Key responsibilities include reviewing project documents and agreements; arranging meetings and workshops; and overseeing the procurement process, including consultant performance of deliverables. The consultant will also be responsible for financial management, stakeholder coordination, reporting to the Project Steering Committee, monitoring project progress, and promptly addressing any implementation challenges. Additionally, the consultant will prepare and submit quarterly updates and reports to CROSQ and CDB.

The duration of the assignment is expected to be for a period of 9 months.

CROSQ now invites interested eligible individual consultants to submit Expressions of Interest indicating the qualifications and experience required to provide the consultancy services.

Eligibility

The Consultant shall be eligible to participate if:

- (a) the persons are citizens or bona fide residents of an eligible country; and
- (b) in all cases, the consultant has no arrangement and undertakes not to make any arrangements, whereby any substantial part of the net profits or other tangible benefits of the contract will accrue or be paid to a person not a citizen or bona fide resident of an eligible country

Eligible countries are member countries of CDB as well as EU Member Countries which are not CDB Member Countries, and other countries which are eligible under EU procurement provisions, will be eligible to participate in these procurement opportunities. **A full list of such countries can be found at the link on CDB website below:**

<https://www.caribank.org/sites/default/files/publication-resources/Bidders%20eligibility%20criteria%20EPA-CSME%20Standby%20Facility.docx> .

Consultants are advised to review the detailed eligibility criteria detailed in Section 4 and conflict of interest provisions in Section 5 of the Procurement Procedures for Projects Financed by CDB (November 2019) and Procurement Procedures for Projects Financed by CDB (January 2021), as published on CDB's website.

In the assessment of submissions, consideration will be given to qualifications and experience on similar assignments.

All information must be submitted in English. Further information may be obtained from the first address below between 08:30am and 16:00 hours (Atlantic Standard Time), Monday to Friday.

Instructions

Expressions of Interest from interested persons must be received at the first email address below **no later than 16:00 hours Atlantic Standard Time (AST) on Thursday, February 27th, 2025, and one electronic copy must be sent simultaneously to CDB at the second address below.** The subject of the emails should clearly state “**Expression of Interest – Consultancy Services for Project Officer**”.

Following the assessment of submissions, the most technically capable and appropriately experienced applicant will be invited to negotiate a contract to provide the consultancy services. CROSQ reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not engaging the services of any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

Contacts

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Address 2:

Procurement Officer

Procurement Policy Unit

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