

79400000 SERVICES CONTRACT NOTICE OPEN Procedure

Business and management consultancy and related services

1. PROCURING ENTITY

Name:	Ministry of Works Belize - George Price Highway Rehabilitation Project		
Registration No:			
Type of PE and Main Activity Exercised:	Governmental organisations Project Management		
Address:	Belmopan		
Internet Address:			
Telephone:	5018220100	E-mail:	gphrp.pm@gmail.com

Contact person in charge:

Name, Last Name:	Derick Calles		
Telephone:	5018220100	E-mail:	gphrp.3344@mow.gov.bz

Responsible officer filling the form(if different)

Name, Last Name:	Juliet Neal		
Telephone:		E-mail:	procurement.mow@gmail.com

E-mail of the service from which additional information may be obtained (if different):

mow.project3344@gmail.com

Internet address of the service from which additional information may be obtained (if different):

Where appropriate, is any other form of joint procurement involved:

2. AVAILABILITY OF THE PROCUREMENT DOCUMENTATION

Email or internet address at which the procurement documents will be available for unrestricted and full direct access, free of charge:

mow.project3344@gmail.com

Where unrestricted and full direct access, free of charge, is not available, an indication of how the procurement documents can be accessed:

Payment for the procurement documents (if applicable)(amount):

3. PROCUREMENT NUMBER

Procurement Number:

WBS No. 1.3.3.3.3

Where the contract is divided into lots, the information in points 4 to 13 shall be provided for each lot.

4. DESCRIPTION OF THE PROCUREMENT

Nature and extent of services (short description of contract). Where appropriate, description of any options

The consultancy is to develop and design a comprehensive communication strategy and accompanying action plan to guide the implementation of the strategy for the Project. The overall objective of the communication strategy will be to generate awareness, promote visibility and discussion around the project beneficiaries and road safety. Furthermore, the Consultant will be required to lead the implementation and execution of the Communications Action Plan for the George Price Highway Rehabilitation Project. This includes, but is not limited to the design and procurement of collateral materials, promotional items, event planning and management, and coordination of stakeholder consultations in conjunction with the PMU.

5. CPV CODES

Main CPV code:

79400000 - Business and management consultancy and related services

Additional CPV Codes (if necessary):

79410000 - Business and management consultancy services

Supplementary CPV codes (if necessary):

79800000 - Printing and related services

6. ADDRESS FOR THE PLACE OF PERFORMANCE

Belize

7. ESTIMATED VALUE OF THE CONTRACT (this information shall not be published):

8. VARIANTS ADMITTED

yes no

9. PLANNED TIME FRAME FOR PROVISION OF SERVICES:

From:

To:

Or

Duration:

6

months

10. CONDITIONS FOR PARTICIPATION

A Consultant will be selected in accordance with the Comparison of Individual Consultant's Qualifications method 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 consultants as defined in the policies.

Including: where appropriate, indication whether the provision of the service is reserved by law, regulation or administrative provision to a particular profession; reference to the relevant law, regulation or administrative provision, a list and brief description of criteria regarding the personal situation of suppliers that may lead to their exclusion and of qualification (selection) criteria; minimum level(s) of standards possibly required; indication of required information (self-declarations, documentation).

11. WHERE APPROPRIATE, PARTICULAR CONDITIONS TO WHICH PERFORMANCE OF THE CONTRACT IS SUBJECT TO:

Laws of Belize

12. CRITERIA TO BE USED FOR AWARD OF THE CONTRACT OR CONTRACTS.

The Consultant should have a minimum of a Bachelor's Degree in Communications, Marketing, Media Studies, Public Relations, Journalism or Marketing. The consultant should have demonstrated knowledge and experience in:
• multi-stakeholder consultations,
• developing, designing, production, publishing/dissemination of communication products using various media,
• working with government and/or international organizations on assignments involving strategic communications planning and/or actions plans
• event planning and implementation
Experience in branding, marketing and graphic designing is considered an asset. The consultant should be fluent in English.

13. INDICATION OF THE POSSIBILITY OF BIDDING FOR ONE, FOR SEVERAL OR FOR ALL OF THE LOTS; INDICATION OF ANY POSSIBLE LIMITATION OF THE NUMBER OF LOTS THAT MAY BE AWARDED TO ANY ONE BIDDER:

Bids per Participant: [Radio buttons for One, Several, All]
Awards per Successful Participant: [Radio buttons for One, Several, All]

14. TIME LIMITS for receipt of tenders

04/09/2020 16:00

15. TIME LIMIT FOR RECEIPT OF CLARIFICATIONS

28/08/2020 00:00

16. ADDRESS TO WHICH TENDERS SHALL BE TRANSMITTED

Address: 1st Floor, Soils Lab Building, Power Lane
City: Belmopan
Country: BZ

17. TENDER OPENING

Duration during which the tenderer must maintain its tender. Duration (in days): 90
Date for the opening of tenders: 04/09/2020
Time for the opening of tenders: 16:00
Place for the opening of tenders: Ministry of Works, Power Lane, Belmopan

Persons authorized to be present at such opening

not applicable

18. LANGUAGE OR LANGUAGES IN WHICH BIDS OR REQUESTS TO PARTICIPATE MUST BE DRAWN UP

EN	NL	FR
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

19. NAME AND ADDRESS OF THE BODY RESPONSIBLE FOR REVIEW AND, WHERE APPROPRIATE, MEDIATION PROCEDURES. PRECISE INFORMATION CONCERNING DEADLINES FOR REVIEW PROCEDURES, OR IF NEED BE, THE NAME, ADDRESS, TELEPHONE NUMBER, FAX NUMBER AND EMAIL ADDRESS OF THE SERVICE FROM WHICH THIS INFORMATION MAY BE OBTAINED (IF APPLICABLE).

Evaluation Committee

20. DATE(S) AND REFERENCE(S) OF PREVIOUS PUBLICATIONS IN THE COMMUNITY PUBLIC PROCUREMENT NOTICE BOARD RELEVANT TO THE CONTRACT(S) ADVERTISED IN THIS NOTICE

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21. DATE OF DISPATCH OF THE NOTICE

25/08/2020

22. ANY OTHER RELEVANT INFORMATION

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