

GOVERNMENT OF ANTIGUA AND BARBUDA
ENHANCING PRIVATE SECTOR COMPETITIVENESS THROUGH THE
IMPLEMENTATION OF THE CARIFORUM-EU EPA

CULTURAL POLICY CONSULTANCY

REQUEST FOR THE EXPRESSIONS OF INTEREST

1. Background

- 1.1. The Government of Antigua and Barbuda (GOAB) has received financing by way of a grant from the Caribbean Development Bank (CDB) pursuant to the CARIFORUM-EU CARICOM Economic Partnership Agreement (EPA) Standby Facility for Capacity Building under the 10th European development Fund (EDF) in an amount not exceeding the equivalent of two hundred and seventy-five thousand, six hundred and two United States dollars (USD275,602) towards the cost of the *Enhancing Private Sector Competitiveness through the Implementation of the CARIFORUM-EU EPA Project*.
- 1.2. Payments by the CDB will be made only at the request of the GOAB and upon approval by the 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 imports of goods, if such payment or import, to the knowledge of the CDB, is prohibited by the decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than GOAB shall derive any rights from the Financing Agreement or have any claim to the proceeds of the financing.

2. Scope of the Consultancy and Eligibility Criteria

- 2.1. The Office of the National Authorizing Officer, EPA Implementation (Ministry of Trade, Commerce and Industry) intends to procure consultancy services for a National Cultural Policy Consultant.
- 2.2. The objective of the Consultancy is to create a national cultural policy and to undertake an organizational review of the Cultural Development Division.
- 2.3. The Office of the National Authorizing Officer now invites eligible individual consultants to submit Expressions of Interest indicating qualifications and experience required to provide the consultancy services.
- 2.4. The Consultant shall be eligible to participate if:
- a) He or she is a citizen or a *bona fide* resident of an eligible country; and
 - b) In all cases, the consultant:
 - i. Has an 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;

- ii. Is not bankrupt or insolvent or in the process of either, or having their affairs administered by the Courts, has not entered into an arrangement with creditors, or is in any analogous situation arising from similar procedures provided for in their national legislation or regulations;
- iii. Has not been convicted of an offence concerning their professional conduct by a judgment which has the force of *res judicata*;
- iv. Has not been the subject of a judgement which has the force of *res judicata* for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the EU's financial interest;
- v. Is not guilty of misrepresentation in supplying the information required as a condition of the participation in the procedure or if they fail to supply this information; and
- vi. Does not expose a conflict of interest.

2.5. Consultants from Antigua and Barbuda and other member countries of the CDB, as well as EU Member Countries, which are not CDB Member Countries, and other countries which are eligible under EU procurement provisions¹, will be eligible to participate in these procurement opportunities.

3. Selection Criteria

3.1. In the assessment of submissions, consideration will be given to:

a) Qualifications and experience, including:

- i. A post graduate or doctoral degree in international trade, cultural studies, or a closely related field.
- ii. A minimum of five years relevant professional experience in culture or policy formulation and/or analysis, including recognized expertise in cultural development policy issues.
- iii. Excellent management and leadership skills are required and candidates should have specific professional experience in and working knowledge of:
 - Knowledgeable about the cultural environment of the Caribbean;
 - CARICOM Policies and Institutions particularly those regarding the Trade in Services.
 - Trade Agreements including the CARICOM Single Market and Economy (CSME) and the OECS Economic Union and the CARIFORUM-EU Economic Partnership Agreement (EPA).

4. Submission of Expressions of Interest

4.1. Expressions of Interest must be submitted in English and electrically by email to nao@candw.ag in pdf format no later than 15:00hrs Antigua and Barbuda time on Wednesday July 5th, 2017. The email subject line should state, "**Expression of Interest – Cultural Consultancy**" and the email body must state the name and address of the applicant. The Expression of Interest will be deemed to have been received at the time that it is received by the EPA Implementation Coordinator. The

¹ External action financial instruments and European Development Fund, Rules on participation in procurement procedures and grants, a2a_ecprogrammes_eligibility2014_2020_en.doc, page 7 of 11.

burden of proving receipt of the email will be on the applicant and will not be met solely by a read receipt or sent items report generated by the bidder's computer. GOAB reserves the right to accept or reject late applications or to cancel the present invitation practically or in its entirety. It will not be bound to assign any reason for not selecting any applicant and will not defray costs incurred by any applicant in the preparation and submission of Expressions of Interest.

5. Selection Method

5.1. 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.

6. Request for Information

6.1. All information or request for information must be submitted in English. Further information may be obtained from the address below between 08:00 – 16:30 hours Monday – Thursday and 08:00 and 15:00 hours on Fridays.

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EPA Implementation
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