



GOVERNMENT OF SAINT VINCENT AND THE GRENADINES

STRENGTHENING RESPONSE, RECOVERY AND RESILIENCE IN THE HEALTH SECTOR PROJECT

CONSULTANCY SERVICES FOR PROCUREMENT OFFICER

REQUEST FOR EXPRESSIONS OF INTEREST

The **Government of Saint Vincent and the Grenadines (GOSVG)** has received financing from the Caribbean Development Bank (CDB) through a line of credit from the European Investment Bank (EIB) towards the cost of the *Strengthening Response, Recovery and Resilience in the Health Sector 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 GOSVG and upon approval by CDB and will be subjected in all respects to the terms and conditions of the Financing Agreements. The Financing Agreements prohibit withdrawals 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 GOSVG shall derive any rights from the Financing Agreements or have any claim to the proceeds of the Financing.

The Ministry of Health, Wellness, Environmental Health and Energy (MOHWEE), now wishes to procure consultancy services for a **Procurement Officer**.

The objective of the consultancy is to support the MOHWEE in the implementation of the Project. The Procurement Officer will be responsible primarily for the procurement and contract management of goods, consulting services and works and other related services under the Strengthening Response, Recovery and Resilience in the Health Sector Project the Procurement Officer will carry out his/her functions under the direct supervision of the Project Coordinator. The duration of the assignment is expected to be for a period of **twenty-four (24) months**.

The MOHWEE now invites eligible Individual Consultants to submit Expressions of Interest indicating the qualifications and experience required to provide these consultancy services.

Individual Consultants shall be eligible to participate if:

- (a) the person is a citizen or *bona fide* resident 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 and the EIB. Consultants are advised to review the eligibility criteria detailed in Section 4 and conflict of interest provisions in Section 5 of the *Procurement Procedures for Projects Financed by CDB (January, 2021)*, as published on CDB's website.

The Procurement Officer is required to possess the following qualifications, experience and competencies:

- A Bachelor's degree in Business Management/ Administration, Accounting or Economics, Procurement or Supply Chain Management.
- Experience in Public Procurement, notable experience in Health Procurement is desirable.
- Experience with donor programmes and knowledge of procurement procedures used by multilateral or bilateral donors (e.g. the World Bank, the Caribbean Development Bank, the European Union) will be an asset.
- Excellent writing and communication skills

The detailed Terms of Reference (TOR) for the assignment can be obtained at: <https://procurement.gov.vc/eprocure/index.php/current-bids>.

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

Expressions of interest must be submitted in **English**, electronically, by email, in pdf format, to **both** addresses below no later than **3:30 pm, local time on Friday, April 10, 2026**. The email subject line should state "**Expression of Interest - Consultancy Services for Procurement Officer**" and the e-mail body must state the name and address of the applicant. The burden of proving receipt of the e-mail will be on the applicant and will not be met solely by a read receipt or sent items report generated by the applicant's computer.

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. GOSVG 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.

Further information may be obtained from the first address below between 8:30 am and 3:30 pm local time Monday to Friday.

1. Attn: Ms. Nerissa Gittens

Permanent Secretary

Ministry of Health, Wellness, Environmental
Health and Energy

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Kingstown

Saint Vincent and the Grenadines

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2. Procurement Officer

Procurement Policy Unit

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