

Saint Vincent and the Grenadines
OECS DATA FOR DECISION MAKING PROJECT

Request for Expressions of Interest
Consulting Services – Individual Consultant

**Assignment TITLE: PREPARATION OF THE MAIN ANALYTICAL REPORT FOR THE
2026 CENSUS OF AGRICULTURE AND FISHERIES**
Reference No.: SVG-DDMP-CS-INDV-36A

The OECS Data for Decision Making (DDM) Project (the Project) is a regional project that seeks to strengthen the capacity of participating Eastern Caribbean countries to produce and publicly disseminate statistical data for country- and regional-level analysis. It will be implemented by Grenada, Saint Lucia, Saint Vincent and the Grenadines, and the OECS Commission. The Project seeks to achieve its objective by strengthening national- and regional-level capacities and fostering regional coordination.

The Statistical Office, a unit within the Economic Planning Division of the Ministry of Finance and Economic Planning, is the principal producer of official statistics in Saint Vincent and the Grenadines. While the Statistical Office is responsible by law for conducting censuses and surveys, it has delegated this authority to the Ministry of Agriculture, Forestry and Rural Transformation (MAFRT) for the Census of Agriculture and Fisheries (CAF). Data collection for the CAF commenced on March 9, 2026, and is expected to be completed by October 30, 2026.

The CAF will provide a wealth of information that can be analysed at different geographic levels, including communities, enumeration districts, parishes and the national level. The census serves as the backbone for sample frames and geographic data for programmes, and provides information to researchers, students, development partners, the private sector and the general public.

The Project is seeking to engage an experienced Individual Consultant with expertise in census data analysis and report writing to prepare a comprehensive and detailed main analytical report on the 2026 Census of Agriculture and Fisheries. The report will provide a detailed analysis of agricultural holdings and production systems, land use and livestock, fisheries activities, and the socio-economic characteristics of agricultural and fishing households, together with policy-relevant recommendations based on its findings.

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

The Ministry of Finance and Economic Planning invites eligible Consultants to express their interest in providing the required Services. The expected scope of work, deliverables and required qualifications are set out below.

Scope of Work

The expected activities of the Consultant include, but are not limited to:

- Collaborate with the Ministry of Agriculture, Forestry and Rural Transformation, the Ministry of Fisheries, Marine and Land Conservation and Climate Resilience and the Agriculture and Fisheries Census Office to inform the work plan and agree on the content and layout of the report.
- Review the census dataset and related documentation to understand the data structure and variables, and ensure methodological soundness and consistency across all outputs, including assessing data quality and identifying any issues requiring clarification.
- Prepare a comprehensive and detailed analytical report that ensures quality, clarity, coherence and accessibility for both technical and non-technical audiences.
- Integrate visualizations and narrative interpretation in the report, in alignment with the Food and Agriculture Organization of the United Nations' World Programme for the Census of Agriculture 2020 (FAO WCA 2020), and OECS and CARICOM statistical standards.
- Provide relevant policy recommendations grounded in empirical findings.
- Produce a replication package enabling full reproducibility of all tables, figures and statistical outputs.

Deliverables

The Consultant will be required to submit the following deliverables:

- An inception report outlining the methodology, timelines and report structure – two (2) weeks after contract signing.
- A draft main analytical report – eight (8) weeks after contract signing.
- The final main analytical report, reflecting feedback received during consultations – eleven (11) weeks after contract signing.
- A draft presentation of key findings based on the main analytical report, for use in dissemination activities, together with replication packages enabling full reproducibility of the tables, figures and statistical outputs of the main census report – eleven (11) weeks after contract signing.
- A final presentation of key findings and indicators based on the main analytical report, for use in dissemination activities, incorporating feedback from the Ministry of Agriculture, Forestry and Rural Transformation and the Ministry of Fisheries, Marine and Land Conservation and Climate Resilience – twelve (12) weeks after contract signing.

Duration and Reporting

The consultancy is expected to be completed within a period of three (3) months, with a tentative start date of February 2027, and will include a minimum of three (3) trips to prepare the reports and present the report for validation. The Consultant will work under the direct supervision of the Permanent Secretary of the Ministry of Agriculture, Forestry and Rural Transformation or their representative, in close collaboration with the Agriculture and Fisheries Census Office, the Ministry of Fisheries, Marine and Land Conservation and Climate Resilience and the Statistical

Office. The Consultant will be required to sign a confidentiality agreement and maintain full confidentiality of all data and documentation.

Qualifications

- Minimum of a Master's degree in Statistics, Economics, Agricultural Economics or a related discipline.
- Minimum of two (2) years' experience analysing large datasets and preparing census or survey analytical reports.
- Minimum of two (2) years of relevant publication experience, and expertise in agricultural production systems, land use and fisheries.
- Minimum of two (2) years' experience using statistical software such as SPSS, Stata and R, and visualization tools or GIS software, with the ability to produce maps.
- Experience in Geographic Information Systems (GIS) would be an asset.

Selection Method

A Consultant will be selected in accordance with the Individual Consultant (IC) Selection method, as set out in the Public Procurement Act, 2018. Further information may be obtained from the address provided below between the hours of 9:00 a.m. and 3:30 p.m.

Expressions of Interest must be submitted in writing to the address provided below, either in person or by email, no later than **Friday, November 6, 2026**.

Recardo Frederick
Director of Economic Planning
Economic Planning Division
Ministry of Finance and Economic Planning
First Floor, Administrative Building
Bay Street
Kingstown
Saint Vincent and the Grenadines
Email: cenplan@svgcpd.com, scstewart@svgcpd.com, tcharles@svgcpd.com,
csamuel@svgcpd.com and jjames@gov.vc