

**Saint Vincent and the Grenadines
OECS DATA FOR DECISION MAKING PROJECT**

**Request for Expressions of Interest
Consulting Services – Individual Consultant**

**Assignment Title: Driver for the Census of Agriculture and Fisheries
Reference No.: SVG-DDMP-CS-INDV-19**

The Government of Saint Vincent and the Grenadines (GoSVG) has applied for financing from the World Bank toward the cost of the OECS Data for Decision Making Project (DDMP), and intends to apply part of the proceeds for consulting services for Driver for the Census of Agriculture and Fisheries.

The OECS Data for Decision Making (DDM) Project (the Project) is a regional project that seeks to improve the capacity of participating Eastern Caribbean countries to produce and publicly disseminate statistical data for country and regional level analytics. It is being implemented by Grenada, Saint Lucia, St. Vincent and the Grenadines, and the OECS Commission. The Project is being implemented over a five-year period ending in June 2027.

Additional details on the Project can be found at the following link: (https://documents1.worldbank.org/curated/en/520151651261033077/pdf/Grenada-Saint-Lucia-Saint-Vincent-and-the-Grenadines-Organization-of-Eastern-Caribbean-States-Commission-OECS-Data-for-Decision-Making-Project.pdf?_gl=1*1ixhs9b*_gcl_au*MTc4ODI0MTE2NC4xNzIzMDczMjIy).

Saint Vincent and the Grenadines had conducted its last Census of Agriculture and Fisheries (CAF) in 2000. Previous rounds of the CAF had been implemented in 1946, 1961, 1972, and 1985/86. Since the 2000 CAF, several changes have occurred in the country, which have strongly impacted the agriculture sector and the national economy in general. The Ministry of Agriculture, Forestry, Fisheries, Rural Transformation, Industry and Labour (MAFFRTIL) in co-operation with the Statistical Office, Ministry of Finance, Economic Planning, Sustainable Development, and Information Technology (CSO) is currently planning to conduct the next Census of Agriculture in 2025, following the FAO's guideline World Census of Agriculture (WCA) 2020 recommendations.

The Driver will work under the direct supervision of the National Census Coordinator of the Census of Agriculture and Fisheries and in close collaboration with the assigned focal point of Public Sector Investment Programme Management Unit (PSIPMU). The Driver will follow an agreed code of conduct, and will share information on the available grievance mechanisms as needed. The detailed Terms of Reference (TOR) for the assignment can be found at the following link: (https://www.gov.vc/images/RequestForExpressionsofInterest/CAF_Draft_Terms_of_Reference_for_the_Driver.pdf)

The Ministry of Finance, Economic Planning and Information Technology now invites eligible Consultants to indicate their interest in providing the Services. The expected activities to be carried out by the consultant are:

- Ensure safe transport of people and goods
- Carry out responsible management and driving of the vehicle, respecting traffic rules.
- Fill out the control sheets daily (km, fuel, etc.)
- Ensure the daily checking of the vehicle's oil levels, fuel, water and any other checks that are required for the proper functioning of the vehicle
- Guarantee daily cleaning of the interior and exterior of the vehicle
- Inform the National Census Coordinator about any mechanical problems that may arise or damage to the vehicle.
- Inform the National Census Coordinator of the maintenance needs of the vehicles

Qualifications

- 3 (O levels)
- Minimum 3 years of driving experience
- A valid driver's license

Competencies

- Excellent interpersonal skills.
- Ability to document mileage and other incidents pertaining to duty.
- Ability to work to given deadlines.
- Experience in driving passengers with a safe driving record.
- Ability to work hours outside normal working hours.

Payment and Duration of the Consultancy

- The contract will be for twelve (12) months. Remuneration will be commensurate with qualifications and experience.
- The Driver shall make his/her own arrangements to pay income tax, and social security contributions and to meet any other statutory obligations arising from the agreement.
- The Driver will be paid at a fixed salary for work completed under the Census of Agriculture and Fisheries. This salary shall also cover telephone costs.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" Fifth Edition September 2023 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultant (IC) Selection method set out in the Procurement Regulations. Further information can be obtained at the address below during the hours 9:00 to 15:30 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **Monday, December 30, 2024, 2:00 p.m.**

The Chairman

Central Procurement Board

Ministry of Finance, Economic Planning, etc.

2nd Floor, Administrative Building

Bay Street, Kingstown

St. Vincent and the Grenadines

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