

**THE ORGANISATION OF EASTERN CARIBBEAN STATES**

**CONSULTANCY SERVICES**

**ENERGY EFFICIENCY PUBLIC EDUCATION AND AWARENESS**

**STATEMENTS OF CAPABILITY**

**This Invitation for Statements of Capability was previously published on December 31, 2010 and is open to all eligible firms or joint ventures wishing to make submissions. Firms which previously made submissions in response to the earlier advertisement are not required to make new submissions.**

The Organisation of Eastern Caribbean States (OECS) has received financing from the Caribbean Development Bank (CDB) towards the cost of a Technical Assistance Project – Sustainable Energy for a Competitive OECS and intends to apply part of the proceeds to eligible payments under the contract for which this invitation is issued.

OECS Secretariat, the Executing Agency, wishes to procure consultancy services to, *inter alia*:

- (a) establish a baseline on awareness through the conduct of a Knowledge, Attitudes and Practices (KAP) Survey in the OECS Sub-Region;
- (b) prepare a Sub-Regional Awareness Strategy for improved energy management;
- (c) convene a sub-regional workshop to sensitise “*champions for energy efficiency*” in the respective Energy Units of the member countries of the OECS;
- (d) develop a framework for implementing sub-regional and national priorities;
- (e) develop media products;
- (f) launch a Public Awareness Campaign; and
- (g) implement campaign activities and other awareness and education initiatives.

The objective of the consultancy is to design and implement a public education and awareness programme that will address the knowledge, attitudes and practice of the public in OECS as they pertain to sustainable energy and the efficient use of energy. The duration of the assignment is expected to be for a period of eighteen (18) months.

OECS Secretariat now invites interested eligible consultants to submit Statements of Capability for the provision of these services.

Consultants shall be eligible to participate if:

- (a) in the case of a body corporate, it is legally incorporated or otherwise organised in an eligible country, has its principal place of business in an eligible country and is more than 50 per cent beneficially owned by citizen(s) and/or a *bona fide* resident(s) of eligible country(ies) or by a body(ies) corporate meeting these requirements;

- (b) in the case of individuals and unincorporated firms, the persons are citizens or bona fide residents of an eligible country; and
- (c) 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.

In the assessment of submissions, consideration will be given to technical competence, qualifications and experience, local and regional experience on similar assignments, financial capability and existing commitments. All information must be submitted in English. Further information may be obtained from the first address below between 0830 hours and 1600 hours Monday to Friday.

Four (4) hard copies of the Statement of Capability must be received at the first address below no later than 1600 hours on Monday October 31, 2011 and one hard copy must be sent simultaneously to CDB at the second address below. The sealed envelope containing each submission should include the name and address of the applicant and shall be clearly marked “**Statement of Capability – Consultancy Services for OECS Energy Efficiency Public Education and Awareness**”.

Following the assessment of submissions, a shortlist of not less than three, and not more than six applicants will be provided with full terms of reference and invited to submit technical and financial proposals to undertake the assignment. OECS Secretariat 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 shortlisting any applicant and will not defray any costs incurred by any applicant in the preparation and submission of statements.

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