



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO
MINISTRY OF TRADE AND INDUSTRY

Expressions of Interest Notice

CONSULTING SERVICES TO INTEGRATE THE AUTOMATED CONSTRUCTION PERMITTING SYSTEM WITH ARCGIS ENTERPRISE FOR THE MINISTRY OF TRADE AND INDUSTRY, GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO (GORTT), INTER-AMERICAN DEVELOPMENT BANK (IDB) LOAN# 3575/OC-TT

Institution: **Ministry of Trade and Industry**
Country: **Trinidad and Tobago**
Project: **Strengthening of the Single Electronic Window For Trade and Business Facilitation**
Sector: **Trade**
Loan No. **3575/OC-TT**

BACKGROUND

The Government of the Republic of Trinidad and Tobago has received financing from the Inter-American Development Bank (IDB) for the Project, *Strengthening of the Single Electronic Window (SEW) for Trade and Business Facilitation*. Funding received for the project shall be applied to the above mentioned Consultancy.

OVERVIEW OF CONSULTANCY

As part of the SEW project, the Ministry of Planning & Development (MPD) in collaboration with the Ministry of Trade and Industry (MTI) is developing the Automated Construction Permitting System, branded as DevelopTT. DevelopTT seeks to address the deficiencies of the current manual construction permitting process by providing an online user-friendly system in which applicants can submit and track applications in a reduced time frame with streamlined procedures.

The General Objective of this Consultancy is to integrate Esri's ArcGIS Enterprise solution at the Town and Country Planning Division (TCPD) with the Automated Construction Permit System (ACPS) referred to as the DevelopTT Platform. This integration will allow access to the TCPD's digitized legacy data and also provide access to existing spatial datasets in real-time. Real-time access to spatial data will have the effect of enhancing business processes, reducing application transaction times, while improving service delivery and the ease of doing business.

The specific objectives of this Consultancy are to:

- i. Set up and configure ArcGIS Server Advanced Enterprise GIS system using the existing system infrastructure.
- ii. Utilize ArcGIS REST API and layers to allow data exchange with the ACPS.
- iii. Utilize a geodatabase to provide access to existing spatial datasets in ArcGIS.

The duration of the assignment is approximately six (6) calendar months for Implementation and three (3) months for Technical Support.

QUALIFICATIONS

In this regard, the Ministry of Trade and Industry invites eligible consulting firms to indicate their interest in providing the Consulting Services. Interested firms must provide information demonstrating their ability to perform the Consulting Services. Submissions must include the following documents :

- Signed covering letter in the format as can be found on the Ministry's website.
- A company profile, detailing the firm's background, experience and resources
- Certificate of Incorporation
- Letter from a Financial Institution confirming that the firm is in good financial standing

This Consultancy requires Consulting Firms to have specific experience and capabilities substantiated in the following areas:-

- i. Must have completed at least three (3) similar projects within the last five (5) years ,involving:
 - a. Geographic Information System (GIS) system design and technical implementation, specifically in ArcGIS Server Advanced Enterprise GIS systems.
 - b. ArcGIS REST API and Layers
 - c. Deploying, testing and providing ongoing maintenance and support for ArcGIS Enterprise.
 - d. Creating and Managing Geodatabases for ArcGIS and migrating existing data layers.
- ii. Availability of appropriate Key Experts possessing relevant experience and qualifications to undertake the consultancy.

SUBMISSION OF EXPRESSIONS OF INTEREST

The Expressions of Interest is open to all eligible firms as defined in the IDB's policies which can be accessed at website: www.iadb.org/procurement. Consultants will be selected in accordance with the procedures set out in the Inter-American Development Bank: *Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank (GN 2350-9)*.

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy but should clearly indicate whether the association is in the form of a joint venture or a sub/consultancy (for the purpose of evaluation at this EOI stage the qualifications and experience of the sub-consultancy will not be considered). In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the *Least Cost Selection (LCS)* method set out in the Consultant Policies (GN 2350-9). Any clarification/queries should be sent to the Officer at Address two (2) below, with the heading **Request for Clarification** in writing by electronic mail to PIUSEW@gov.tt **no later than Thursday May 20 th, 2021**.

An **original and three (3) copies** of the Expression of Interest must be submitted in a sealed envelope clearly marked:-

“CONSULTING SERVICES TO INTEGRATE THE AUTOMATED CONSTRUCTION PERMITTING SYSTEM WITH ARCGIS ENTERPRISE FOR THE MINISTRY OF TRADE AND INDUSTRY, GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO (GORTT), INTER-AMERICAN DEVELOPMENT BANK (IDB) LOAN# 3575/OC-TT”

Envelopes must be addressed to the Permanent Secretary of the Ministry of Trade and Industry at **Address one (1)** below and deposited in the Tender Box located at Level 16, Nicholas Tower, Independence Square, Port of Spain not later than **1:00 p.m. (local time) on Thursday June 3rd, 2021**.

Submissions will be opened shortly thereafter. The tender opening will be streamed live via Zoom and Consultants shall be provided with a link that will connect to the live proceedings. Consultants interested in attending the virtual opening must indicate this by providing their names and email addresses no later than **Monday May 31st, 2021** to the email address identified in **Address (2)** below.

ADDRESS 1

Permanent Secretary
Ministry of Trade and Industry
63- 65 Independence Square
Nicholas Tower
Port of Spain
Republic of Trinidad and Tobago

ADDRESS 2

Gaynelle Abraham-Brathwaite
Programme Manager
Project Implementation Unit-
Strengthening of the Single Electronic Window for Trade and Business Facilitation
Ministry of Trade and Industry
Level 9, Nicholas Tower,
63-65 Independence Square
Port of Spain
Republic of Trinidad and Tobago
Tel. No. 1-868-625-4516 Ext 2933
Email: PIUSEW@gov.tt

Consultants should note that the dimensions of the slot in the Tenders Box are **(L) 44cm x (W) 10 cm** and as such, documents should be packaged accordingly.

The Ministry of Trade and Industry does not bind itself to accept any submission.

The Ministry of Trade and Industry reserves the right to cancel the Request for Expressions of Interest in its entirety or even partially, without defraying any cost incurred by any firm in the preparation and submission of such Expressions of Interest.

Late submissions will not be considered under any circumstances.

Interested firms are advised that the Expressions of Interest Notice will be advertised on the Ministry of Trade and Industry Website: www.tradeind.gov.tt as well on the United Nations Development Business (UNDB) Website.

Permanent Secretary
Ministry of Trade and Industry