

**REQUEST FOR EXPRESSIONS OF INTEREST**  
**Consulting Services for the Development of a Coding Finishing School**  
**Programme, Global Services Promotion Programme, Ministry of Planning and**  
**Development, Inter-American Development Bank (IDB) Loan No. 3112/OC-TT**

**TRINIDAD AND TOBAGO**  
**GLOBAL SERVICES PROMOTION PROGRAMME**  
**MINISTRY OF PLANNING AND DEVELOPMENT**  
**TRADE AND INTEGRATION**  
**IDB LOAN NO. 3112/OC-TT**  
**Deadline: November 8, 2018 at 1:00pm**

The Government of the Republic of Trinidad and Tobago has received financing from the Inter-American Development Bank (IDB) towards the cost of the Global Services Promotion Programme, and intends to apply part of the proceeds towards consulting services. The consulting services include:

- **Curriculum Development:** designing and developing a curriculum for a coding finishing school training program (12 to 18 weeks) targeted at IT graduates and those with a background in software development/IT project management; The curriculum must use real end user cases as much as possible and include but not be limited to “last mile training” in delivering software solutions in areas such as:
  - Software Development for robotics applications and artificial intelligence/machine learning
  - Business Intelligence
  - Big Data Analytics (particularly AWS based programming)
  - Enterprise Application Development
  - Mobile Application Development
  - UI Front end development
  - Web Technologies
- **Determining the requirements:** identifying supporting infrastructure required to establish and outfit the coding finishing school at the Global Services Internationalization Hub (GSI) Hub and deliver the curriculum;
- **Entry Assessment Methodology and Process:** designing an entry assessment methodology and process to ensure that program participants have a minimum base skill in order to best benefit from the training program;
- **Assessment, Monitoring and Evaluation:** developing continuous assessment methodology to ensure student evaluation and maximum skill transfer and recommending indicators for monitoring and evaluation

The duration of this assignment is ten (10) weeks.

The Ministry of Planning and Development, Global Service Promotion Programme now invites eligible consulting firms to indicate their interest in providing the Services. Interested firms must provide information, **not exceeding seventy five (75) pages** to substantiate their qualifications and

experience in providing these Consulting Services. Submissions must include the following documentation and information:

- a signed transmittal letter clearly indicating the nationality of the firm or firms;
- a profile of the firm providing general background information, number of years in operation, structure of the organization;
- a detailed description of experience in similar projects, assignments and conditions with named references and their contact details; and
- demonstrating the availability of appropriate skills amongst staff to execute the assignment e.g a skills matrix illustrating the profile of key experts.

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 and is open to all eligible bidders as defined in the policies.

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. For the purpose of establishing the short list, the nationality of a firm is that of the country in which it is legally incorporated or constituted and in the case of Joint Venture, the nationality of the firm appointed to represent it.

A Consultant will be selected in accordance with the Selection Based on Consultants' Qualifications method set out in the Consultant Policies. Any clarification/queries should be sent via e-mail to [planning.tenders@gov.tt](mailto:planning.tenders@gov.tt). An original and five (5) copies of the data should be placed in sealed envelopes and clearly marked:

**“Consulting Services for the development of a Coding Finishing School Programme for the Global Services Promotion Programme, Ministry of Planning and Development, IDB, Loan No. 3112/OC-TT”**

Envelopes must be addressed to the Permanent Secretary, Ministry of Planning and Development as stated below and be deposited in the **BROWN** Tenders Box located at Global Services Internationalization (GSI) Hub Level 1, Flagship Complex, 9-15 eTeck Blvd, Tamana InTech Park, Wallerfield, no later than **1:00 p.m. (local time) on November 8, 2018**. Consultants should note that the dimensions of the **slot** in the Tenders Box are **30 cm x 4 cm** and as such, documents should be packaged accordingly.

The Ministry of Planning and Development reserves the right to cancel this 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 Expression of Interest.

**Late submissions will not be considered under any circumstances.**