

REQUEST FOR EXPRESSIONS OF INTEREST

SAINT LUCIA

DISASTER VULNERABILITY REDUCTION PROJECT

IDA CREDIT # 5493-LC, SCF Loan # TF 017101, SCF Grant # TF 017143

Assignment Title: *Quality Assurance/Quality Control Support For Consultancy To Develop Disaster Information Management System (DIMS)*

Reference No.: SLU-DVRP-CERC-ICS-QCNIMS-01-20

Saint Lucia has received financing from the World Bank towards the cost of the Disaster Vulnerability Reduction Project (DVRP) and intends to apply part of the proceeds to hire an individual consultant to provide Quality Assurance/Quality Control (QA/QC) support to the National Emergency Management Organization (NEMO) Secretariat during the implementation of the Consultancy to Develop the Disaster Information Management System (DIMS) The consulting services (“the Services”) include

1. Advising on matters related to contract management for the Consultancy
2. Supporting the NEMO Secretariat in interfacing with the DIMS Developer
3. Providing expert review of deliverables submitted under the Consultancy and ensuring that milestones are being met
4. Supporting the delivery and ensuring the quality of training provided under the Consultancy
5. Fully populating the DIMS applications developed under the Consultancy with data provided by the NEMO Secretariat, and
6. Supporting future planning for the DIMS based on the recommendations for further development of the DIMS produced under the Consultancy.

The assignment shall be conducted over a period not more than 8 months (35 weeks). The person-months for the Consultant is expected to not exceed 3.5 person-months. The detailed Terms of Reference (TOR) for the assignment can be found at the following website; www.finance.gov.lc

The Department of Economic Development, Transport and Civil Aviation now invites eligible individual consultants (“Consultants”) to indicate their interest in providing the Services. Interested Individual Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services; (Curriculum Vitae with supporting certified copies of qualifications, description of similar assignments, etc).

Interested Consultants should have the following requisite minimum qualifications and professional experiences listed below for undertaking the assignment.

QUALIFICATIONS AND EXPERIENCE REQUIREMENTS for Selection of an Individual Consultant are:

Minimum required education and experience

Academic

- At least a bachelor's degree in Computer Science, Computer Engineering, Information Management Systems or a related field is required
- Certification in Microsoft Technologies for Software Developers is considered an advantage (with Microsoft Certified Solutions Developer certification preferred).

Experience and Skills

General professional experience:

- At least 3 years of cumulative professional work experience in a software development and/or information systems development role is required.

Specific professional experience:

- Experience with the management of contracts would be an asset
- Experience with software requirements elicitation and analysis is required.
- Experience in the successful completion of at least one data entry or digitization project is required
- Experience in database development is required.
- Experience with information security protocols and standards is required.
- Experience with the preparation and delivery of training for application-specific software packages is required.
- Experience working in a disaster management related role or volunteer experience with a disaster management office is an asset.
- Experience working with a development bank or international aid agency is an asset.

References

At least one reference letter.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers January 2011 Revised July 2014* ("Guidelines"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultants (IC) method set out in the World Bank's *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers January 2011 Revised July 2014* ("Consultant Guidelines").

Further information can be obtained at the address below during office hours 8:00 a.m. - 4:00 p.m. (0800 to 1600 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 **March 31, 2021**.

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