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**REQUEST FOR EXPRESSIONS OF INTEREST**

**CONSULTANCY SERVICES**

Boosting Innovation, Growth and Entrepreneurship Ecosystems (BIGEE) Programme

ASSIGNMENT:Technical Support for the Establishment of a Technology Commercialization Programme in Jamaica

**PROJECT #: JA-O0010 /JA-L1085**

**Procurement ID #: JA-L1085-P16513**

**Associated WBS Code #:3.1.1.1**

SELECTION METHOD: Selection Based on the Consultants Qualification (CQS)

The Development Bank of Jamaica (DBJ) through the Government of Jamaica (GoJ) has received financing from the Inter-American Development Bank (IDB) towards the cost of the Boosting Innovation, Growth and Entrepreneurship Ecosystems (BIGEE) Programme, specifically to **Subcomponent III.1 Technological Transfer** with sub-activity Technical Support for the Establishment of a Technology Commercialization Programme in Jamaica.

The consulting services (“the Services”) will provide direct support for the establishment of a series of four technology commercialization offices across the country and training and supporting these offices in the provision of licensing, negotiations and related support to inventors

Specific objectives of the assignment are:

* Define an appropriate Technology Commercialization Programme model for Jamaica’s innovation ecosystem in the context of Jamaica’s National STI Policy and design a feasible medium-term plan with a vision for the long-term success of a broad-based, integrated and sustainable Technology Commercialization Programme for Jamaica.
* Provide direct support in the planning and establishment of a network of four small Technology Commercialization Offices at universities and organisations participating in BIGEE’s Technology Commercialization Programme. This will include support in the refinement of their various intellectual property and commercialization policies, in the context of Jamaica’s National STI Policy.
* Provide training and support to these Offices in the provision of licensing, negotiation and related support to inventors, including the development and execution of commercialisation routes and exploitation plans, and licensing or spin-out formation.

The DBJ now invites eligible Consultants (“Firms “) to indicate their interest in providing consultancy services for the specialized area. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

The criteria for qualification are:

* **Education:** At least aMaster’s degree in Life or Physical Sciences, Innovation Policy, Economics, Business Administration, or related fields. Professional designation as Certified Licensing Professional (CLP) would be an asset.
* **Experience:** At least 10 years of experience in technology licensing, project design (including roll-out or implementation) of Technology Commercialization Offices, or its related processes. Previous experience working with academia and/or government institutions would be an asset.
* **Languages:** Fluency in oral and written English.
* **Core and Technical Competencies:**
  + The ability to work independently and manage multiple tasks effectively.
  + Familiarity with the best practices in the design of policy instruments aimed at encouraging productive sector innovation around the world.
  + Understanding of the innovation climate and entrepreneurial ecosystem in Jamaica
  + Highly developed communication and writing skills as evidenced by presentations and publicly available reports, blogs, articles, and/or academic pieces.
  + Experience in employing appropriate project life cycle management tools for high quality outputs.
  + Strong inter-personal relations skills. Pro-active in seeking information, managing relationships with stakeholders, including building trust and promoting partnership.
  + Ability to manage client expectations, negotiate around project execution challenges, and identify possible solutions.
  + A working understanding of guidelines and procedures typically used by development banks. A track record of actual work experience in the execution of multilateral projects would be an asset.
  + Excellent written and oral communication skills are required, including the ability to synthesize key issues and draw lessons learned.

The attention of interested Consultants is drawn to 1.9 of the IDB’s *Guidelines: Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank (GN-2350-9), March 2011* setting forth the IDB’s policy on conflict of interest. The Consultant will be selected in accordance with the **Selection Based on the Consultants’ Qualifications (CQS)** methodset out in the *GN-2350-9, March 2011* on page 20, Item 3.7- 8.

The DBJ invites you to respond to the ***Terms of Reference (TOR)*** which will be available for download via the Government of Jamaica Electronic Portal **(www.gojep.gov.jm) as of as of Monday, March 27, 2023.**

**Registration / Submission Details:**

* **Consultants must first be registered on the Government of Jamaica Electronic Procurement System** at [www.gojep.gov.jm](http://www.gojep.gov.jm).
* To register, please select the “Register as a Supplier” link from the system’s homepage.
* **Bids must be submitted online via** [www.gojep.gov.jm](http://www.gojep.gov.jm) by ***Tuesday, April 18, 2023*, at 3:00 PM (EST).**
* **An online bid opening will take place on *Tuesday, April 18, 2023*, at 3:15 PM (EST)**
* **Deadline for Clarification:** All clarifications should be submitted on or before ***Tuesday, April 11, 2023,* at 3:00 PM (EST) via the electronic portal**.

For assistance regarding training, download of tender document and upload of bid documents, please contact the Ministry of Finance and the Public Service, Office of Public Procurement Policy (OPPP) Customer Care Desk at: (876) 932-5220/932-5253/932-5246 or via email at [opppcustomercare@mof.gov.jm](mailto:opppcustomercare@mof.gov.jm)

The DBJ is not obligated to accept the lowest or any bid and reserves the right to terminate the bid process at any point before the award of contract without incurring any liability to any of the participants.