



Caribbean Community Climate Change Centre (the Centre)
3rd Floor, David L. McKoy Business Center, Bliss Parade, PO Box 563,
City of Belmopan, Belize
Tel: +(501)822-1104/1094
www.caribbeanclimate.bz

REQUEST FOR EXPRESSION OF INTEREST (REOI)
INDIVIDUAL CONSULTANT

Country:	Belize
Donor:	Green Climate Fund (GCF)
Project Name:	National Adaptation Planning for Integrated Water Resource Management in Belize.
Contract Title:	Hydrogeologist to develop the climate impacts and coastal influences analyses on ground water resources for improved decision making.
Contract #:	Contract #21/2022/GCF/BELIZE/CCCCC
Number of Positions:	1
Type of contract:	Lump Sum – consultant’s cost will include Professional fees, travel related expenses
Estimated Start Date:	April 1, 2022
Contract duration:	80 working days for a period of 12 months
Main duty station:	Home based
Deadline for Submission:	<u>on or before 2:00pm (GMT-6), Tuesday, 22nd March 2022</u>

1. The Caribbean Community Climate Change Centre (the Centre) has received financing from Green Climate Fund (GCF), toward the cost of the project titled “**National Adaptation Planning for Integrated Water Resource Management in Belize**” and intends to apply part of the proceeds towards the contracting of a “**Hydrogeologist**”
2. The Consultancy (herein after referred to as (“**the Services**”)) include but are not limited to:
 - I. Produce an Inception Report based on review of documentation and inception meeting
 - II. Develop stakeholder engagement plan for consulting key stakeholders.

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- III. Assess the groundwater flow regime through the aquifer in Northern Belize (Orange Walk and Corozal) to inform adaptation measures for water resources management.
 - IV. Prepare Terms of Reference for a consulting firm to conduct the analysis to determine the hydraulic properties of the aquifer and determine the effect of climate and impact coastal influences.
 - V. Manage the data collection process and ensure Quality Assessment and Quality Control measures are in place.
3. Suitably qualified Individual Consultants are invited to submit an Expression of Interest which should include the following application documents:
 1. Letter of motivation outlining motivation and how your experience, skills, qualifications, and professional networks fit with the required job description.
 2. **Technical Proposal** to include:
 - i) The Approach, Methodology and Work Plan (5 pages maximum)
 - ii) Curriculum vitae or resume with full details of experience, achievements, qualification, and contact details of project references.
 - iii) Contact details of three (3) professional references.
 3. **Financial Proposal** to include:
 - i) Budget breakdown for key activities (*The amount should include Professional fees, non-travel related costs, travel related expenses, tax obligation and profits*).
 4. Consultants will be selected in accordance with **Individual Consultant Selection (ICS)** process meaning that a consultant will be selected based on qualification and experience relevant to the assignment.
 5. **Submissions of EOIs**
 - i. EOI should be addressed to Colin A. Young, Ph.D., Executive Director, Caribbean Community Climate Change Centre
 - ii. **EOI must be uploaded as two (2) PDF files to <http://www.caribbeanclimate.bz/bid-submission/>.**
 - iii. The subject matter of the email must read:”**Hydrogeologist**”

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- iv. EOI must be secured with a password. Such password must be emailed to atillett@caribbeanclimate.bz no later than 15 minutes prior to the deadline for bid submission. The subject matter for email containing password must read: “**Hydrogeologist**” (*Consultant’s Name*).

 - v. **Requests for Clarification:** email: procurement@caribbeanclimate.bz Attention: **Andrea Tillett, Procurement Officer**. Requests for clarification should be received by the Centre no later than: **Friday, March 11, 2022**. Consultants are advised that the responses to the requests for clarification will be only posted on the Centre’s Webpage at: <https://www.caribbeanclimate.bz/category/opportunities/>

 - vi. **Deadline for submission of EOI, on or before 2:00pm (GMT-6), Tuesday, 22nd March 2022**

 - vii. **Attachments to the REOI**

For additional information, please pursue the following attached documents.

1. Terms of Reference
2. Bidders Eligibility
3. Draft Contract

The Centre reserves the right to accept or reject any EOI and to annul the procurement process and reject all EOIs at any time prior to contract award, without thereby incurring any liability to consultants.

The Centre is an equal opportunity employer.