

TERMS OF REFERENCE

Supporting Trade Facilitation Reforms in Trinidad and Tobago (TT-T1162)

COMPONENT 1: PCS integration and operationalization

I. BACKGROUND

- 1.1 The Government of Republic of Trinidad and Tobago (GoRTT) has been making significant strides in improving trade facilitation (catalyzed by the implementation of digital solutions) and export promotion. Yet these efforts require additional support when approaching complex challenges such as export concentration which can dampen economic growth. Through diversification, investment risks are spread over a larger economic sector base which can increase income and improve efficiency of factors of production. Companies in Trinidad and Tobago (TT) are operating below their export potential as they face higher trade costs and limited access to a broad set of foreign markets. Firms – and in particular small- and medium-sized enterprises (SMEs) – face challenges from gaps in the digital infrastructure for trade, from a highly concentrated domestic market prone to abuse of dominance and collusion, as well as from a lack of robust export promotion activities.
- 1.2 Notwithstanding these initiatives and with the view to addressing these gaps, the GoRTT has requested a new operation to support the country's trade performance and export diversification through the strengthening of its digital trade infrastructure and trade facilitation, and the broadening of its export promotion initiatives. The continued enhancement of TTBizLink and implementation of key components of the Port Community System (PCS), will support the digitalization agenda, reduce trade costs and improve the business climate. Export promotion activities and stronger brand recognition will help diversify product and destination markets. These strategic initiatives will collectively elevate the visibility and reputation of TT in the global market, providing SMEs in particular with a marketplace to showcase their offerings.
- 1.3 The Bank will provide technical assistance to complement the work of the Ministry of Trade and Industry in Trinidad and Tobago to create and implement the activities in TT-L1068. This consultancy will support the integration and operationalization of the Port Community System.

II. OBJECTIVE

- 2.1 The general objective of this consultancy is to increase the availability of technical inputs to ensure the sustainability and success of the PCS. The specific objectives are to support the integration of various logistics systems with the PCS, optimize the legislation and policies for its implementation, and provide recommendations for its sustainability.

III. SCOPE OF SERVICE

- 3.1 The primary activities to be undertaken by the firm are to:
 - (i) Elaborate a report which includes the conceptual design for the integration of various trade and logistics systems through the PCS. These include, inter alia, ASYCUDA

World, NAVIS, TTBizLink. This report will also include a review and recommendations for the optimization of the legislative and legal framework for the operationalization of the PCS, along with inter-agency agreements for collaboration. Lastly, the report will provide recommendation for the governance model, ensuring sustainability of the PCS.

- (ii) Develop a 5-year Strategic Plan for the PCS that implements the recommendations in the report. This Plan should include greater detail on the eventual governance and business model, as well as a transition phase if needed.
- (iii) Presentation of the Report and Strategic Plan to stakeholders in Trinidad and Tobago.

IV. EXPECTED OUTCOMES AND DELIVERABLES

- 4.1 The expected outcome is an operational model that sustainable and revenue neutral. The deliverables are:
1. Inception Report
 2. Mapping and needs assessments for the various platforms to connect to the PCS, and recommendations for interfacing these.
 3. Review of the legislative and legal framework for the PCS; governance and business case recommendations.
 4. Final Report; 5-year Strategic Plan
 5. Presentation workshop

V. CHARACTERISTICS OF THE CONSULTANCY

- a) **Type of consultancy:** International Consulting Firm
- b) **Starting date and duration:** 150 non-consecutive consultant days, to be completed within no more than nine (9) calendar months.
- c) **Place of work:** Offices of the firm
- d) **Citizenship:** The firm or institution must be located in a member state of the IDB.

VI. Qualifications: The firm/academic institution and the project team must have an established track record in organizational design and strategic planning. Likewise, previous experience in the implementation of maritime and port systems and processes, e.g. PCS, Maritime Single Window, Terminal Operating Systems, is required. Relevant project references in the LAC region are desirable and will be considered a plus.

VII. SCHEDULE OF PAYMENT

- 10% upon delivery and approval of the inception report, due within 15 calendar days of the signature of the contract.
- 10% upon delivery and approval of the mapping and needs assessment, due within 45 calendar days of the signature of the contract.
- 25% upon delivery and approval of the report containing the review of the legislative and legal framework, the governance model and business case, due within 75 calendar days of the signature of the contract.
- 20% upon delivery and approval of the final report, due within 120 calendar days of the signature of the contract.

- 35% upon delivery and approval of the Strategic Plan and the Workshop; said deliverable is due within 150 calendar days of the signature of the contract.

VIII. COORDINATION

- 8.1 The coordination of consultant work will be managed by Krista Lucenti (INT/TIN).

TERMS OF REFERENCE

Supporting Trade Facilitation Reforms in Trinidad and Tobago

(TT-T1162)

Component I: Technical support PCS

Background:

- 1.1 The Government of Republic of Trinidad and Tobago (GoRTT) has been making significant strides in improving trade facilitation (catalyzed by the implementation of digital solutions) and export promotion. Yet these efforts require additional support when approaching complex challenges such as export concentration which can dampen economic growth. Through diversification, investment risks are spread over a larger economic sector base which can increase income and improve efficiency of factors of production. Companies in Trinidad and Tobago (TT) are operating below their export potential as they face higher trade costs and limited access to a broad set of foreign markets. Firms – and in particular small- and medium-sized enterprises (SMEs) – face challenges from gaps in the digital infrastructure for trade, from a highly concentrated domestic market prone to abuse of dominance and collusion, as well as from a lack of robust export promotion activities.
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- 1.3 The Bank will provide technical assistance to complement the work of the Ministry of Trade and Industry in Trinidad and Tobago to create and implement the activities in TT-L1068. This consultancy in particular will provide support to the Ministry of Trade and Industry in the operationalization of the Port Community System.

The team:

The Integration and Trade Sector (INT) advises management on trade and regional development issues, as well as overall Bank strategies and programs in these areas. It is also responsible for policy-relevant research on regional and global economic integration issues and trends, as well as specialized technical sector support to trade and integration-related operations and activities. The Trade and Investment Division is charged with initiating and executing the sector's operational portfolio.

What you'll do:

- Provide technical and strategic support to the Ministry of Trade and Industry during the implementation of the PCS.
- Act as a liaison with other government agencies and the private sector to ensure the continued collaboration in the project.
- Develop a communications and advocacy strategy for the PCS for its launching.
- Help support the organization of events specified under this technical cooperation.

Deliverables:

- One (1) Communications and Advocacy Strategy with an overall plan of activities for the duration of the Consultancy
- Monthly Progress Reports
- Final Report

Payment timeline:

Consultant will send the Team Leader invoices against specific deliverables.

Payment Schedule	
<i>Deliverable</i>	%
1. 3 monthly reports	20%
2. Communications and Advocacy Strategy and 3 monthly reports	30%
3. Remaining Monthly Reports and Final Report	50%
TOTAL	100%

Education: Master’s degree in economics, international relations or equivalent.

Experience: A minimum of ten (10) years of relevant professional experience in trade and/or investment attraction with a strong background in maritime transport, maritime and port digitalization.

Languages: English

Core and Technical Competencies:

The consultant must have a strong background in maritime and port digitalization. Experience working on IDB operations, technical cooperation, and initiatives with specific focus on either trade or investment attraction considered an asset.

Opportunity Summary:

- Type of contract and modality: PEC – Products and External Services Contractual
- Length of contract: 24 months (part-time)
- Starting date: June 2024
- Location: The consultant’s residence.
- Responsible person: Krista Lucenti (INT/TIN)
- Requirements: You must be a citizen of one of the [IDB’s 48 member countries](#) and have no family members currently working at the IDB Group.

Our culture: Working with us you will be surrounded by a diverse group of people who have years of experience in all types of development fields, including transportation, health, gender and diversity, communications and much more.

About us: At the Inter-American Development Bank, we're devoted to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48 member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

Payment and Conditions: Compensation will be determined in accordance with Bank's policies and procedures. The Bank, pursuant to applicable policies, may contribute toward travel and moving expenses. In addition, candidates must be citizens of an IDB member country.

Visa and Work Permit: The Bank, pursuant to applicable policies, may submit a visa request to the applicable immigration authorities; however, the granting of the visa is at the discretion of the immigration authorities. Notwithstanding, it is the responsibility of the candidate to obtain the necessary visa or work permits required by the authorities of the country(ies) in which the services will be rendered to the Bank. If a candidate cannot obtain a visa or work permit to render services to the Bank the contractual offer will be rescinded

Consanguinity: Pursuant to applicable Bank policy, candidates with relatives (including the fourth degree of consanguinity and the second degree of affinity, including spouse) working for the IDB, IDB Invest, or MIF as staff members or Complementary Workforce contractuales, will not be eligible to provide services for the Bank.

Diversity: The Bank is committed to diversity and inclusion and to providing equal opportunities to all candidates. We embrace diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, and religion. We encourage women, Afro-descendants and persons of indigenous origins to apply.

TERMS OF REFERENCE**Supporting Trade Facilitation Reforms in Trinidad and Tobago****(TT-T1162)****Component I: Time Release Study****Background:**

- 1.4 The Government of Republic of Trinidad and Tobago (GoRTT) has been making significant strides in improving trade facilitation (catalyzed by the implementation of digital solutions) and export promotion. Yet these efforts require additional support when approaching complex challenges such as export concentration which can dampen economic growth. Through diversification, investment risks are spread over a larger economic sector base which can increase income and improve efficiency of factors of production. Companies in Trinidad and Tobago (TT) are operating below their export potential as they face higher trade costs and limited access to a broad set of foreign markets. Firms – and in particular small- and medium-sized enterprises (SMEs) – face challenges from gaps in the digital infrastructure for trade, from a highly concentrated domestic market prone to abuse of dominance and collusion, as well as from a lack of robust export promotion activities.
- 1.5 Notwithstanding these initiatives and with the view to addressing these gaps, the GoRTT has requested a new operation to support the country's trade performance and export diversification through the strengthening of its digital trade infrastructure and trade facilitation, and the broadening of its export promotion initiatives. The continued enhancement of TTBizLink and implementation of key components of the Port Community System (PCS), will support the digitalization agenda, reduce trade costs and improve the business climate. Export promotion activities and stronger brand recognition will help diversify product and destination markets. These strategic initiatives will collectively elevate the visibility and reputation of TT in the global market, providing SMEs in particular with a marketplace to showcase their offerings.
- 1.6 The Bank will provide technical assistance to undertake a Time Release Study using a specialized consultant. This study, using a methodology from the World Customs Organization, will help provide the baseline data for later measuring the impact of the Port Community System.
- 1.7 The WCO Time Release Study is a strategic and internationally recognized tool to measure the actual time required for the release and/or clearance of goods, from the time of arrival until the physical release of cargo, with a view to finding bottlenecks in the trade flow process and taking necessary measures to improve the effectiveness and efficiency of border procedures.
- 1.8 The updated version of the WCO TRS Guide, known as the "Guide to Measure the Time required for the Release of Goods (Version 3)" incorporates a number of key features/elements. It brings forward new dynamics and opportunities for Customs Administrations to work in a collaborative manner with other relevant government agencies and trade stakeholders in the arena of performance measurement.

- 1.9 The WCO TRS is specifically referenced in Article 7.6 of the WTO Trade Facilitation Agreement (TFA) as a tool for Members to measure and publish the average release time of goods. The TRS is being increasingly used by Members with respect to strategic planning and the proper sequencing of TFA measures in accordance with their National Committees on Trade Facilitation (NCTF). In recent years, the tool has been capturing a lot of attention worldwide; the international donor community and the WCO development partners are recommending it as a key performance measure to assess, evaluate, and enhance the implementation of the WTO TFA.

The team:

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What you’ll do:

- Using the methodology of the WCO, prepare a Time Release Study for the Government of Trinidad and Tobago. This includes using the standard questionnaire, establishing a working group, preparing the TRS (for all ports of entry).
- Presenting the TRS to Customs of Trinidad and Tobago, and other relevant agencies.
- Liaising with the project team of the new loan operation to ensure the provision of adequate baseline data for measuring the Port Community System.
- Undertake missions, as deemed necessary.

Deliverables:

- One adapted TRS methodology, adequate to the context of Trinidad and Tobago
- Draft TRS
- Final TRS, one powerpoint presentation

Payment timeline:

Consultant will send the Team Leader invoices against specific deliverables.

Payment Schedule	
<i>Deliverable</i>	%
TRS methodology	20%
Draft Report	30%
Final Report and Presentation	50%
TOTAL	100%

Education: Master’s degree in economics, international relations or equivalent. Specific Customs-related educational attainment will be considered equivalent.

Experience: A minimum of ten (10) years of relevant professional experience in Customs or Border agency-related operations and/or consulting. Accreditation by the WCO for undertaking a TRS is essential. Previous experience in undertaking TRS is essential. Experience in the Caribbean considered an asset.

Languages: English

Core and Technical Competencies:

The consultant must have a strong background in customs modernization.

Opportunity Summary:

- Type of contract and modality: PEC – Products and External Services Contractual
- Length of contract: 6 months
- Starting date: June 2024
- Location: The consultant’s residence.
- Responsible person: Krista Lucenti (INT/TIN)
- Requirements: You must be a citizen of one of the [IDB’s 48 member countries](#) and have no family members currently working at the IDB Group.

Our culture: Working with us you will be surrounded by a diverse group of people who have years of experience in all types of development fields, including transportation, health, gender and diversity, communications and much more.

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Supporting Trade Facilitation Reforms in Trinidad and Tobago

(TT-T1162)

Component 3: Technical Coordination

- 1.1 The Government of Republic of Trinidad and Tobago (GoRTT) has been making significant strides in improving trade facilitation (catalyzed by the implementation of digital solutions) and export promotion. Yet these efforts require additional support when approaching complex challenges such as export concentration which can dampen economic growth. Through diversification, investment risks are spread over a larger economic sector base which can increase income and improve efficiency of factors of production. Companies in Trinidad and Tobago (TT) are operating below their export potential as they face higher trade costs and limited access to a broad set of foreign markets. Firms – and in particular small- and medium-sized enterprises (SMEs) – face challenges from gaps in the digital infrastructure for trade, from a highly concentrated domestic market prone to abuse of dominance and collusion, as well as from a lack of robust export promotion activities.
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- 1.3 The Bank will provide technical assistance to complement the work of the Ministry of Trade and Industry in Trinidad and Tobago to create and implement the activities in TT-L1068 and TT-T1161. This consultancy will support the technical coordination of the loan and the portfolio in Trinidad and Tobago.

The team:

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What you'll do:

- Oversee the production of status reports, communication with all relevant stakeholders, logistical and content-related organization of any necessary meetings and outreach

activities, and any necessary supporting research for other activities of TT-L1068, TT-L1044 (related operation, project closing report), and TT-L1162.

- Develop a cooperation and collaboration strategy for stakeholders involved in operation TT-L1068 and TT-T1162.
- Help support the organization of events specified under this technical cooperation.
- Creation of knowledge and communication content, including and not limited to webinars, BBLs and presentations.

Deliverables:

- Monthly Progress Reports
- Reports on all workshops
- Blogs (2)

Skills:

Education: Master's degree in economics, international relations or equivalent. PhD an asset.

Experience: A minimum of five to eight years of relevant professional experience in trade, trade facilitation and/or investment attraction.

Languages: English

Core and Technical Competencies:

The consultant must have a strong background in international trade, transport and international affairs. Experience working on IDB operations, technical cooperation, and initiatives with specific focus on either trade or investment attraction considered an asset.

Opportunity Summary:

- Type of contract and modality: CNS
- Length of contract: 24 months
- Starting date: April 2024
- Location: The consultant's residence.
- Responsible person: Krista Lucenti (INT/TIN)
- Requirements: You must be a citizen of one of the [IDB's 48 member countries](#) and have no family members currently working at the IDB Group.

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