

The Cooperative Republic of Guyana
Ministry of Public Works

Maritime Administration Department

The Maritime Administration Department invites the submission of Proposals for **Consultancy Services to Review, Evaluate, and Design an Organisational Structure appropriate for the Effective Functioning of a Modern Maritime Regulatory & Operational Agency.**

The general aim of this consultancy is to develop a future-ready maritime workforce equipped with relevant technical and soft skills to support industry stakeholders.

The estimated implementation period of the Consultancy is 3 months.

Consultants will be selected in accordance with the policies and procedures set out by the National Procurement Act (2003).

The Standard Request for Proposal document can be found on the MARAD's website (<https://marad.gov.gy/>) under the Procurement Tab.

Alternatively, the Standard Request for Proposal document can be purchased from 09:00hrs to 16:30hrs, Mondays to Thursdays, and on Fridays from 09:00 to 15:00 hours, at the Maritime Administration Department (*address (1) below*), upon payment of a non-refundable fee of **Three Thousand Guyana Dollars (GY\$3,000.00)**, from **Friday, October 29, 2021.**

Interested consultants may:

1. Submit a letter of intent to bid by writing to **Address 1** or the associated email address below.
2. Obtain further information by writing to **Address 1** or the associated email address below from **November 1, 2021**. Any clarification of the RFP will be communicated simultaneously in writing to all interested bidders at the latest 7 calendar days before the deadline for submitting bids.

Bidders are required to submit a combined Technical and Financial Proposal which must be delivered to the Tender Box at **Address 2** below before **09:00 hrs. on Thursday, November 18, 2021.**

<i>Address (1)</i> The Finance Division Maritime Administration Department Top Floor T & HD Building, Lot 1 Battery Road, Kingston, Georgetown, Guyana. Tel: (592) 225 7330 (592) 226 3356 E-mail: procurement@marad.gov.gy	<i>Address (2)</i> The Chairman, Ministry of Public Works Tender Administration Board, Ministry of Public Works Fort Street, Kingston Georgetown, Guyana
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