

REQUEST FOR PROPOSAL (RFP)
(Consultant Teams / Firms)

TITLE OF THE RFP:
Develop and Implement a Renewable Energy Awareness Strategy for the fisheries and aquaculture sector in the Caribbean
(Consultant Teams / Firms)

Date of this RFP: 13 April 2026

Closing Date for Receipt of RFP: 8 May 2026

SUBMISSION OF RFP

RFP must be submitted by email as follows:

- **Attention of:** Delmar Lanza, Manager, Finance and Administration, CRFM Secretariat
- **Email address:** jobs@crfm.int and copied to: secretariat@crfm.int
- **With SUBJECT LINE:** “1223.1.5 – Develop and Implement a Renewable Energy Awareness Strategy for the fisheries and aquaculture sector in the Caribbean”

BACKGROUND

- **Project Title:** STAR-Fish – Sustainable Technologies for Adaptation and Resilience Project
- **Funding Agency:** Global Affairs Canada (GAC)
- **Executing Agency:** Caribbean Regional Fisheries Mechanism (CRFM) Secretariat
- **Total Budget:** CAD\$141,700 (US\$98,403.00)

IMPORTANT DETAILS

1. The CRFM Secretariat invites consultant Teams / Firms to submit a Technical and a Financial Proposal in providing the services detailed in the attached Terms of Reference (TORs), which may also be downloaded by clicking [this link](#).
2. Interested consultant Teams / Firms are invited to submit their Proposal outlining observations on these Terms of Reference, understanding of the objectives of the assignment, details of methodology to be applied, proposed work plan and timeline.
3. Also submit personnel to be involved, skills and Curriculum Vitae of all proposed team members, declaration of availability, declaration of no conflict of interest, and company information where relevant.
4. Submit a tax-inclusive Financial proposal and all other associated costs.
5. Proposals will be evaluated using a Quality and Cost-Based Selection procedure, in which the Technical Proposal can be awarded a maximum of 70% of the evaluation score, and price, a maximum of 30% of the evaluation score as described in Section 12.0 of the TORs.
6. Any request for clarification must be sent by **24 April 2026**, with the heading, “*Request for Clarification*” in writing by electronic mail to the email addresses listed above.
7. Interested consultants should submit their Proposals in PDF format.
8. The CRFM Secretariat reserves the right to cancel this RFP in its entirety or partially without defraying any cost incurred by individuals.
9. The CRFM Secretariat does not bind itself to accept any RFP.
10. Late RFPs will **NOT** be considered.

Dr. Marc Williams
Executive Director