Caribbean Regional Fisheries Mechanism

REQUEST FOR PROPOSAL (RFP)

(Consulting Firm / Consortium)

TITLE OF THE RFP:

REGIONAL CONSULTANCY FOR THE DEVELOPMENT OF A MARKET ACCESS GUIDE: MAPPING OF THE CERTIFICATION AND QUALITY CONTROL REQUIREMENTS IN POTENTIAL EXPORT MARKETS AND IDENTIFICATION OF GAPS

Date of this RFP: 29 July 2026	**Closing Date for Receipt of RFP:** 30 August 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: "2.1.1.3 – Market Access Guide, Mapping Certification & Quality Control"**

BACKGROUND

- **Project Title**: Promoting National Blue Economy Priorities Through Marine Spatial Planning in the Caribbean Large Marine Ecosystem Plus (BE-CLME+ Project)
- **Funding Agency**: Global Environmental Facility (GEF)
- **GEF Implementing Agencies**: The Development Bank of Latin America and the Caribbean (CAF) and the United Nations Food and Agriculture Organisation (FAO)
- **Executing Agency**: Caribbean Regional Fisheries Mechanism (CRFM) Secretariat
- **Total Budget**: US$80,000

IMPORTANT DETAILS

1. The CRFM Secretariat invites Consultant Firms / Consortium 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 the link.
2. Interested consultants 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.
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 9.2 of the TORs.
6. Any request for clarification must be sent by **14 August 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