

## Terms of Reference

### Study on Business Opportunities for Dominican Republic firms in CARICOM

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#### 1. Beneficiary/Eligible Countries

CARIFORUM Region: Antigua and Barbuda, The Bahamas, Barbados, Belize, Dominica, Dominican Republic, Grenada, Guyana, Haiti, Jamaica, St. Kitts and Nevis, Saint Lucia, St. Vincent and the Grenadines, Suriname, Trinidad and Tobago

#### 2. Contracting Authority

Caribbean Export Development Agency

#### 3. Background

Caribbean Export is the only regional trade and investment promotion agency in the African, Caribbean and Pacific (ACP) group. The Agency was established in 1996 by an Inter-Governmental Agreement as the trade promotion Agency of the 15 Member States of CARIFORUM. Caribbean Export has been entrusted by the CARIFORUM Directorate and the European Union the Management of the 11<sup>th</sup> European Development Fund (EDF) the Regional Private Sector Development Programme (RPSDP).

The overall objective of the Regional Private Sector Development Programme (RPSDP) is to contribute to the gradual integration of CARIFORUM countries. In this regard the RPSDP has the following objectives:

- Enhancing Competitiveness and Promoting Innovation among CARIFORUM's Private Sector;
- Promoting Trade and Export Development among CARIFORUM States;
- Promoting stronger trade and investment relations among CARIFORUM and French Caribbean Outermost Regions (FCORs) as well as European Union (EU) Overseas Countries and Territories (OCTs) in the Caribbean;
- Promoting stronger trade and investment cooperation between CARICOM and the Dominican Republic (DR).
- Strengthening the institutional capacity of Caribbean Export to implement trade and investment promotion programs in the region through its export development programming and through support to the Caribbean Association of

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Investment Promotion Agencies (CAIPA).

Under the component “Promoting stronger trade and investment cooperation between CARICOM and the Dominican Republic” the Agency will support the institutions responsible for the negotiation, monitoring and implementation of the CARICOM-DR trade agreement as well as supporting activities related to foster stronger trade cooperation among CARICOM and DR firms.

In 2015 a study was completed on Business Opportunities for CARICOM firms in the Dominican Republic; a tool that has provided guidance to doing business for this market. In order to complement this study, the following consultancy seeks to hire the services of an external expert/consultant to carry out research on “Business Opportunities for Dominican Republic firms in CARICOM, among others, in the context of the CARICOM-DR Free Trade Agreement and taking into consideration the advantages granted under CARIFORUM-EC Economic Partnership Agreement (EPA).

#### 4. Objective

The objective of this consultancy is to provide an analysis of the current export opportunities for the Dominican Republic products/services in CARICOM. The same will also identify specific sectors and products in that have the potential of been traded between the DR and CARICOM in the context of CARICOM-FTA and EPA.

#### 5. Scope of Work

The proposed assignment entails the undertaking of a study on business opportunities for Dominican Republic firms in the CARICOM Region. This study should provide key market intelligence for DR companies looking to expand their business into the CARICOM member states.

The selected consultant should undertake the following activities;

- I. Provide a detailed analytical overview of existing Trade between the DR and CARICOM
- II. Develop an inventory of currently traded products/services between the Dominican Republic and CARICOM including product descriptions and classifications (HS Codes)

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- III. Conduct detailed desk research on potential market opportunities in the CARICOM Region and map these opportunities with existing suppliers/partners in the Dominican Republic
- IV. Identify import requirements for DR firms entering the CARICOM market including tariff and non-tariff barriers based on product opportunities identified
- V. Collect basic information on key business contacts (distributors, buyers and producers, business support organisations, government institutions, private sector organisations, etc.) necessary for Dominican Firms entering the CARICOM Region
- VI. Assessment on the implementation of the CARICOM-DR Free Trade Agreement. Identification of Success Stories, and problems in the implementation of market access provisions of the FTA.
- VII. Assessment on the Economic Partnership Agreement (EPA) as a catalyst for increasing trade and investment flows within CARIFORUM.
- VIII. Write a final report with specific recommendations for Dominican Republic firms seeking to export and a comprehensive action plan.

#### 6. Duration

This assignment is estimated to require 20 working days over an implementation period of 2 (two months).

#### 7. Deliverables and Reporting Requirements

- i. The consultants shall report to Caribbean Export's Communication & Research Officer based in the sub-regional office of the Agency in Santo Domingo, Dominican Republic and shall be required to provide the following:
  - a. An Inception Report with a work plan that clearly indicates the schedule of planned interviews, deliverables from desk research and timelines. Inception report to be presented 5 days after the signature of the contract.
  - b. A draft final report which clearly identifies the deliverables outlined in the inception report and which should be consistent with the scope of work under

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section: 5.i 5.ii, 5.iii, 5.iv, 5.v and 5.vi including the list of persons/ companies surveyed during desk research, their titles and contact information as an Annex to the Final Report.

- c. A final report should be presented a maximum of 15 working days after the reception of the final comments on the final draft.

ii. The final report shall provide details on the:

- a. Objectives of the intervention
- b. The scope of work performed and the results obtained including;
  - A list of current Exporters of the Dominican Republic to CARICOM, and CARICOM to Dominican Republic, by sectors, sub sectors and final destination countries. The list of Exporters should be presented as a Directory of Main Exporters.
  - Analysis of Trade Flows by country and sectors between the DR and CARICOM over a between 2011 and 2015.
- Profile of Exporters (Area of activity, destination markets, type of enterprises, etc.)
- Assessment on the implementation of the CARICOM-DR Free Trade Agreement. Identification of Success Stories, and problems in the implementation of market access provisions of the FTA.
- Assessment on the Economic Partnership Agreement (EPA) as a catalyst for increasing trade and investment flows within CARIFORUM.
- c. Recommended follow-up actions
- d. Any delays/challenges encountered

#### 8. Submission & approval of reports

The reports referred to above must be submitted to the Communication & Research Officer based at Caribbean Export Sub Regional Office in the Dominican Republic. All reports must be submitted in English. The final report must be submitted in electronic

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format along with two (2) hard copies.

#### 9. Qualifications Skills and Experience

- Advanced University degree in Economics, Trade, International Relations, International Law or related discipline;
- Professional experience of at least seven (7) years confirmed in the field of trade, implementation of trade agreements, market intelligence;
- Experience with market intelligence analysis;
- Knowledge of the Dominican Republic trade flows of goods and services in the Caribbean region;
- Knowledge of the CARICOM-DR free trade agreement;
- Knowledge if the CARIFORUM-EC Economic Partnership Agreement
- Ability to plan and organize tasks;
- Experience in conducting similar work;
- Good interpersonal skills;
- Excellent oral and written communications skills;
- Fluent in English and Spanish
- Experience in project management support trade and private sector including the CARICOM-DR trade Agreement, and market intelligence.

It is essential that consulting firms are based in and / or the experts are nationals of one or more members of the African, Caribbean and Pacific (ACP [www.acp.int](http://www.acp.int) Group) and / or the European Union.

#### 10. Submission of Offer

Interested consultants seeking to apply for the contract should submit a technical proposal including their CV and/or bio and financial proposal.

#### 11. Deadline for submission of tenders

All tenders must be sent to [rthevenin@carib-export.com](mailto:rthevenin@carib-export.com) copied to [eoliveira@carib-export.com](mailto:eoliveira@carib-export.com) no later than June 9, 2017 at 4:30pm D.R. time.