

REPUBLIC OF SURINAME



**MINISTRY OF FOREIGN AFFAIRS,
INTERNATIONAL BUSINESS EN INTERNATIONAL COOPERATION**

REQUEST FOR EXPRESSIONS OF INTEREST CONSULTING SERVICES

Institution: **The Inter-American Development Bank**

Country: **The Republic of Suriname**

Project: **Foreign Investment and Export Promotion Program**

Sector: **Trade & Investment**

Abstract: **Expressions of Interest for contracting a firm to Develop and Implement a Promotional Support Program for Suriname Embassies and Consulates Abroad**

Loan No.: **4801/OC-SU**

Contract / Bid no.: **SU-L1056-P00057**

Deadline: April 3, 2025

The Republic of Suriname, through the Ministry of Foreign Affairs, International Business and International Cooperation, has received financing from the Inter-American Development Bank (IDB), toward the cost of the Foreign Investment and Export Promotion Program (FIEPP, project no. SU-L1056), and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include the following objectives:

- 1) Equip Embassy and Consular staff with the tools and knowledge necessary to promote trade and investment opportunities on behalf of Suriname.
- 2) Develop a high-quality, reliable, and up-to-date " Suriname Investment Guide and other promotional materials, including fact sheets and information packages, to showcase Suriname's economic environment, key sectors, and investment opportunities.
- 3) Deliver online training sessions and provide follow-up support for diplomatic staff to enhance their capacities to promote Suriname.

The duration of these Services is six (6) months.

The Ministry of Foreign Affairs, International Business and International Cooperation now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating they have the required qualifications and relevant experience to perform the Services, including:

- proven experience in developing digital and printed investment promotion materials and tools, such as guides, fact sheets, and promotional displays.

- Experience in delivering training for diplomatic or international trade and investment promotion staff, with a focus on interactive and practical learning methods, including live webinars, Q&A sessions, group discussions, role-playing exercises, and simulations.

The Expression of Interest (EOI) does not have a specific format or template, but should include:

- i. a properly signed Letter of Interest (LOI) from the firm to participate in the assignment;
- ii. profile of the firm (including evidence of the requisite expertise and skills);
- iii. list of similar assignments executed during the last five (5) years;
- iv. proof of legal status of the firm.

Short lists shall comprise firms with a wide geographic spread not fewer than five (5) and not more than eight (8) eligible firms (GN-2350-15).

Consultants will be selected in accordance with the procedures set out in the Inter-American Development Bank: [*Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank*](#) GN-2350-15 and is open to all eligible bidders as defined in the policies.

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. For the purpose of establishing the short list, the nationality of a firm is that of the country in which it is legally incorporated or constituted and in the case of Joint Venture, the nationality of the firm appointed to represent it.

A Consultant will be selected in accordance with the Quality- and Cost-Based Selection (QCBS) method set out in the Consultant Policies.

Further information can be obtained at the address below during office hours 09.00 to 15.00 hours Suriname Time (SRT).

Expressions of interest must be delivered in written form by email to the address fiapp-bids@sita.sr by **April 3, 2025 before 15.00 hours SRT.**

Ministry of Foreign Affairs, International Business and International Cooperation

Attn: Ms. Melissa Chin, Program Manager

Program Execution Unit

Foreign Investment and Export Promotion Program

Address: Suriname Investment & Trade Agency (SITA)

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