



**REQUEST FOR EXPRESSIONS OF INTEREST**  
**Digital Skills and Literacy Consultant**



**Country:** The Commonwealth of The Bahamas  
**Supporting Institution:** Inter-American Development Bank  
**Programme:** Government Digital Transformation to Strengthen Competitiveness – Digital Skills and Literacy Consultant  
**Project Number:** BH-L1045  
**Loan Number:** LO-4549 / OC-BH  
**Sector:** Reform / Modernization of the State  
**Sub-Sector:** E-Government  
**Deadline:** 13th February, 2023

**Post:** Digital Skills and Literacy Consultant  
**Contract Duration:** 6-9 months  
**Post Location:** The Bahamas  
**Reports to:** The Programme Manager, Digital Transformation Unit

The Government of the Commonwealth of The Bahamas has received financing from the Inter-American Development Bank (IDB), toward the cost of the Government Digital Transformation to Strengthen Competitiveness project ('the Project') and intends to apply part of the proceeds for consultancy services to **Conduct a Digital Skills Needs Assessment and Gap Analysis: Use of 21<sup>st</sup> Century Digital Tools by Citizens and SMEs ('The Services')**.

The Digital Transformation Unit (DTU) within the Department of Transformation and Digitization (DTaD) of the Ministry of Economic Affairs is the Project Executing Agency (PEA). Component 2 of the Project aims to increase the use of Information and Communications Technologies (ICTs) in the public sector. Increased online participation and interaction by the public and private sector with Government will be critical in achieving this objective, especially as Government is seeking to put more of its services online.

The Government of The Bahamas is seeking to hire a Digital Skills and Literacy Consultant with the knowledge and expertise to:

- i. Conduct a Current State Assessment and Gap Analyses of the local digital skills ecosystem involving the appropriate quantitative and qualitative assessments. This study should involve, inter alia, an assessment of the demand and supply of digital skills and an assessment of existing enabling factors/ conditions for digital skills development and existing challenges/issues associated with the selected target audiences not participating in digital environments.
- ii. Prepare a digital skills assessment and gap analysis report, which details the analyses conducted, findings and recommendations arising from (1) above.

The results of the study should inform the Government in devising the appropriate strategies for implementing or facilitating existing digital skills and literacy programs that would lead to an increase in the number of persons and small businesses that can fully engage with a digitally transformed Government.

A detailed Terms of Reference for the consultancy is available at <https://bit.ly/3VRqDaB>.

The Ministry of Economic Affairs now invites eligible individuals to indicate their interest in providing the Services. Interested individuals should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services, for example by listing previous or ongoing work on projects of a similar nature or scope (including start and completion dates where applicable). Shortlisted individuals may be asked to submit a proposed approach for execution of the consultancy and may be provided with additional information to facilitate the preparation of proposals.

Individuals will be selected in accordance with the IDB's Policies for the Selection and Contracting of Consultants financed by the IDB, and it is open to all eligible Individuals as defined in these policies. All CVs and qualification documents must be submitted Re: **Digital Skills and Literacy Consultant** to E-mail: DTUPROUREMENT@BAHAMAS.GOV.BS on or before **13th February 2023 at 5:00 p.m.**



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**ONLY SHORTLISTED INDIVIDUALS WILL BE CONTACTED**