

REQUEST FOR PROPOSALS

CONSULTANCY SERVICES FOR AN ORGANIZATIONAL REVIEW OF THE STUDENT REVOLVING LOAN FUND (SRLF).

Institution: Student Revolving Loan Fund (SRLF)

Country: Barbados

Project: To conduct an organizational review of the Student Revolving Loan Fund (SRLF), with emphasis on its long-term viability and sustainability.

Abstract: The Student Revolving Loan Fund (SRLF) was established in 1977 under the Student Revolving Loan Fund Act, 1976-20. The Student Revolving Loan Fund Management Committee (SRLFMC) is the statutory entity established under the Act to administer and manage the SRLF. Its purpose is to provide funding to eligible Barbadians for priority areas of study and hence continue to contribute to the number of qualified Barbadians. As a body corporate, the administration of the SRLF falls under the purview of the Management Committee who reports directly to the Minister of Education, Technological & Vocational Training..

Sector: Student Loans /Education

Deadline: 25 November, 2019

1. The Management Committee of the Student Revolving Loan Fund has set aside funding for an organizational review of the SRLF, and intends to procure consulting services for which this Request for Proposals (RFP) is issued.
2. The Management Committee is aware of the various challenges, financial and otherwise impacting on the educational landscape locally, regionally and internationally. The Committee is therefore determined to ensure that the SRLF can fulfil its mandate, by positioning itself to adequately assist borrowers in navigating these challenges.
3. **The primary objective of the consultancy is to conduct an organizational review of the structure and business processes of the SRLF, with emphasis on its long-term viability and sustainability. The findings from the study will be used to guide the development of institutional policy deemed necessary to facilitate the enhancement of the operations of the SRLF**
4. The main evaluation criteria will be based on the composition and qualifications of the proposed project team; methodology & approach; and relevant experience.

5. All Corporate Applicants should include with their application a copy of the company's Certificate of Incorporation as evidence that the company is an existing registered company as at the date of application. The Certificate must be in the name of the Applicant.
6. Local Applicants are advised that the Certificate of Incorporation referred to at paragraph 5 above means a Certificate of Incorporation issued under the 1985 Companies Act of Barbados or where applicable a Certificate of Amendment. Certificates must be dated after December 31, 1984.
7. Applicants should be aware that the Labour Clause (Public Contracts) ACT CAP 349 shall in so far as is applicable to the tender, apply to any contract made in respect of the tender. Full details of the conditions of the ACT CAP 349 may be obtained from the Government Printing Department, Bay Street, St., Michael.
8. Any firm incorporated outside of Barbados, which is awarded a contract, will be required to be registered in Barbados as an External Company under the "Companies Act of Barbados".
9. Two copies of the Proposal must be submitted to the Office of the Student Revolving Loan Fund clearly marked "**Request for Proposals - Consultancy Services for An Organizational Review of the Student Revolving Loan Fund (SRLF).**" in a sealed envelope at the address below no later than 4:30 p.m. Barbados time, on **Monday November 25th 2019.**

**The Administrative Manager Ag.
Student Revolving Loan Fund
Elsie Payne Complex
Constitution Road
Bridgetown, St Michael, Barbados**

10. Further queries on the consultancy may be address to the Administrative Manager (ag) at 535-0837. Interested eligible firms may obtain information which outlines the full details of the services to be supplied and other consultancy requirements from www.srlfoan.edu.bb.
11. Late submissions will not be accepted and will be returned unopened to the Applicant.
12. Applicants will be advised of the results of their applications in due course; and the Management Committee of the Student Revolving Loan Fund reserves the right to accept or reject any application received