



## REQUEST FOR QUOTES

### Asset Mapping for Trench Town – Whitefield Town Baseline Assessment

Issued Date: May 21, 2020

Response Deadline: **May 28, 2020 at 5:00p.m.**

Expected Award: June 2020

Refer Questions to: [JamaicaLPDProcurement@fhi360.org](mailto:JamaicaLPDProcurement@fhi360.org)

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#### I. BACKGROUND

Local Partner Development (LPD) is working with a group of core partners to co-create an integrated youth crime and violence prevention intervention targeting youth between the ages of 10 and 29 in Whitfield Town and Trench Town who are at medium or high risk of being involved in crime and violence. These interventions will be delivered by the core partners in collaboration with local CSOs, all with funding from LPD. In order to have a greater contextual understanding of the community and to establish baselines prior to implementation, LPD is seeking the services of a vendor to lead the completion of the asset mapping process for the Rose Town area of Trench Town in order to have a complete and comprehensive asset mapping profile for Trench Town.

The selected vendor will work with the Social Development Commission officer for that area and the Community Development Council and/or other significant community organizations representatives to sensitize the community of the asset mapping that will be conducted, ensure their participation in the selection of community field guides and confirmation of the fieldwork schedule.

#### II. OBJECTIVE

The objective of this assignment is to have an up to date asset maps for the greater Trench Town area by ensuring that the Rose Town area is included. The completed asset map for Trench Town will be used to complete a situational analysis of the communities of Whitfield Town and Trench Town. This situational analysis will provide a greater insight into current circumstances related to youth crime and violence in both communities and will inform the final program design and establish baselines against which the results of the intervention can be assessed. The selected vendor will bring to the table all the necessary resources for the conducting of all the field work necessary for the GIS mapping of the area, the preparation of Shapefiles and the preparation of the asset mapping report.

### III. REQUIRED SERVICES

The selected vendor will perform the following tasks to fulfill the objectives of this service request:

1. Provide field workers each consisting of GPS logger, attribute logger and community escorts for each section of the respective community
2. Organize, supervise and manage the asset mapping work to ensure consistency in the accuracy and quality of the data collected.
3. Provide data entry, the data editing and verification and preparation of shapefiles of attributable assets for each community to be transferred to Mona Geoinformatics Institute (MGI) to be mapped.
4. Provision of all equipment and supplies required for the field work and data capture inclusive of GPS Units for each team, field work protocols, data collection forms, community guide maps
5. Provision of all transportation (to and from the community) for all field workers
6. Provision of lunches and refreshments (especially water) for all field workers

### IV. TASKS AND DELIVERABLES

No.	Activity	Deliverable
1.	Preparation of inception report	Inception Report
2.	Field work	Field Work Report
3.	Data entry and verification and preparation of shapefiles estimated to be completed and submitted to MGI	Shapefiles
4.	Preparation of Asset Analysis report providing a breakdown of the type of assets by number collected during the asset mapping exercise.	Asset Analysis report

### IV. DESIRED QUALIFICATIONS OF ASSIGNMENT TEAM LEADER

- Bachelor's Degree in the Social Sciences or the Management Sciences with a minimum of 3 progressive years' experience in GIS Mapping
- Practical expertise in designing and delivering GIS data collection instruments supported by experience in managing data collection, entry and maintenance -previous experience working with Mona GIS would be an asset
- IT skills, including competence in MS Office (especially Excel, Word and PowerPoint); Information Management Systems; GIS data collection and analysis tools
- Experience working with programs and Jamaican civil society organizations that do work in the field of youth crime and violence prevention

## V. VENDOR EVALUATION CRITERIA

All quotations will be reviewed, evaluated and scored based upon the criteria listed below. The point structure for evaluating the quotations is as follows:

Criteria	Points
Competitive Pricing	50
Responsiveness of elements of the Quotation/Financial Proposal in demonstrating an understanding of the work to be performed	25
Experience of proposed team leader managing similar assignments	25
<b>Maximum Points</b>	<b>100</b>

## VI. QUOTATION SUBMISSION

Submit your financial proposal along with the CV for the proposed team leader for the assignment to [JamaicaLPDprocurement@fhi360.org](mailto:JamaicaLPDprocurement@fhi360.org) by 5:00 p.m., May 28, 2020. Email must include in the subject line “Asset Mapping”

## ABOUT LOCAL PARTNER DEVELOPMENT

Local Partner Development is a six-year project funded by the United States Agency for International Development and implemented by FHI 360. The project seeks to support the Caribbean Basin Security Initiative framework by collaborating with key actors from government, civil society, academia and private sector to effectively advance youth crime and violence prevention. In this regard, Local Partner Development seeks to improve the capacities of its key partners to design and implement sustainable evidence-based secondary and tertiary youth crime prevention interventions. These targeted initiatives will enhance partners’ knowledge, skills and the enabling environment for their work.