

Terms of Reference (ToR)

Data Management System Provider and Consultancy

Start Date: September 2026

Duration: 19 months (until March 2028)

Location: St. George's, Grenada

Reports to: Technical Advisor

1. Background

The Government of Grenada is implementing an electric mobility (e-mobility) project aimed at accelerating the transition to low-carbon, climate-resilient transport systems. The initiative supports national sustainable development priorities and aligns with regional and international commitments, particularly within Small Island Developing States (SIDS).

The project is executed in collaboration with key government stakeholders, including but not limited to:

- Ministry of Infrastructure and Physical Development, Public Utilities, Civil Aviation & Transportation
- Ministry of Finance
- Grenada Solid Waste Management Authority
- Ministry of Climate Resilience, The Environment & Renewable Energy

2. Objective of the Consultancy

The objective of this consultancy is to design, implement, and operationalize a national transport data management system for Grenada, including a web-based information platform, to enhance the organization and efficiency of data management within public entities and support the e-mobility project.

3. Scope of Work

Main Duties

- Identify a list of relevant options of data management systems
- Assess and validate the selection of a proper data management system
- Provide necessary software information as required
- Implement a data management system to enhance the organization and efficiency of information and data management of public entities
- Deploy a data management system and train end users in its correct usage
- Develop a web-based information platform applied to data management of public entities
- Deploy an information platform applied to data management of public entities
- Host and design the data management system, including webpage integration and information platform
- Provide training on data management and operation of the data management system

4. Activities and Deliverables

- 1.3.1 Detailed design of the web-based national transport data system, based on international good practices and drawing on Global Program support
- 1.3.4 National transport data system operationalized as per deliverable 1.3.1
- 1.3.6 Quarterly online reports on data aggregated and processed by the system shared with the GEMU (minimum four (4) reports)
- 1.3.7 Two (2) training sessions for data suppliers and users of the system, including two (2) training reports

5. Minimum Requirements

- Experience in providing support to public sectors on data management systems
- Proven experience in the development and implementation of data management systems, working with data management in the region
- Experience in projects related to multilateral or international funding agencies and electric mobility
- Technical expertise in data management
- Experience in the development of trainings on data management systems
- Proven experience working with webpage design applied to data management in the region

- Proficiency in the use of computer software applications particularly for data management
- Experience in the development of information platforms
- Proficiency in English

6. Qualifications and Competencies

- Advanced degree (Master's or higher) in information technology, computer science, data management, or a related field
- Strong analytical, research, and report-writing skills
- Excellent stakeholder engagement and facilitation skills
- Ability to work effectively with government agencies and international partners
- Strong written and oral communication skills in English
- Familiarity with the SIDS context, preferably in Grenada

Applicants must submit the following in a single PDF document:

- Curriculum Vitae (CV)
- Cover Letter
- Two (2) professional referees

File Name Format: First initial and last name (e.g., JDoe.pdf)

Email Subject: Application – Data Management System Provider Consultant Contract

Submission Details

- Email: ta@transport.gd
k.sylvesterprojects@gmail.com
- Deadline: July 6th, 2026

Additional Notes

- Only shortlisted candidates will be contacted
- Late applications will not be considered

- The Government of Grenada reserves the right to accept or reject any application

Performance Standards and Evaluation

The Consultant's performance will be evaluated based on the quality, timeliness, and completeness of deliverables, as well as effectiveness in stakeholder engagement and the technical soundness of outputs.

Procurement Disclaimer

The Government of Grenada reserves the right to accept or reject any proposal, and to annul the selection process at any time, without thereby incurring any liability to affected applicants.