



COMMONWEALTH OF DOMINICA
MINISTRY OF TOURISM

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EXPRESSION OF INTEREST (EOI)

LEASE OF THE SYNDICATE VISITOR CENTRE, SYNDICATE

The Ministry of Tourism (MoT) seeks the interest of a qualified individual or firm for providing management services of the Syndicate Visitor Centre located in Syndicate, Dublanc.

Under the direction and supervision of Ministry of Tourism, the managing individual/firm will be responsible for the general management and oversight of the Syndicate Visitor Centre which includes:

- Day-to-day management of operations and related services including tours, with an option to sub-lease kitchen/food and beverage and retail outlets
- Marketing and promotion
- Provision of security services
- Working closely with supervisory Government Ministries, local communities and other stakeholders in the performance of key functions and responsibilities

ALL Expression of Interest (EOI)s Must Be Submitted By: 4:00 PM, October 31, 2024

The Instructions to Applicants and Application Form are available at the following link:
<https://forms.dominica.gov.dm/x/D5RsTYxN>



Or by scanning the QR Code below

EXPRESSION OF INTEREST (EOI)

TO LEASE THE SYNDICATE VISITOR CENTRE, SYNDICATE

The Ministry of Tourism (MoT) is seeking expressions of interest from suitable qualified individuals or firms interested in leasing and management services of the Syndicate Visitor Centre located in Syndicate, Dublanc.

Under the direction and supervision of Ministry of Tourism, the managing individual/firm will be responsible for the general management and oversight of the Syndicate Visitor Centre which will involve responsibility for the day-to-day operations, promotion, marketing and provision of security services. The individual/firm will be expected to work closely with the Ministry of Tourism and key partner, Forestry Division/Ministry of Environment and other stakeholders in the performance of the following key functions or Scope of Services:

FUNCTIONS:

- Management of operations and related services including tours and concessions, with an option to sub-lease restaurant operations/food and beverage and two (2) retail shops/boutiques
- Implementing effective marketing strategies to promote the facility/site
- Provision of security services
- Providing customer service additional to that provided by the MoT
- Partnering with neighbouring communities by engaging persons from these communities in activities relating to the lease and geared towards creating employment and/or opportunities for these persons
- Hiring and supervising complementary/support staff
- Assist in keeping the general surroundings of the facility and its environment clean/ properly landscaped at all times including the reception area, washroom units, display room and immediate facility grounds, and to assist in providing cleaning and washroom supplies for such purposes
- Communicating with and providing updates to the Ministry of Tourism on the status of the facility/site

Shortlisted applicants may be invited to present their proposals and engage in further discussions.

You are thereby invited to participate in the above-named Expression of Interest (EOI).