DOMINICA ELECTRICITY SERVICES LIMITED
Request for Expression of Interest (REOI)

REOI Reference:	Development of 5-Year Strategic Plan
Issue Date:	August 17, 2026
Submission Deadline:	August 27, 2026 at 4:00 pm
Project Owner:	General Manager

1. Introduction

Dominica Electricity Services Limited (DOMLEC) invites suitably qualified and experienced firms, consortia, or individual consultants to submit Expressions of Interest (EOI) for the provision of consultancy services to develop a comprehensive five (5) year Strategic Plan for the Company.

This Request for Expression of Interest (REOI) is the first stage of a two-stage procurement process. Firms and individuals who demonstrate the requisite qualifications, experience, and capacity through this REOI will be shortlisted and subsequently invited to submit a full technical and financial proposal in response to a Request for Proposal (RFP).

DOMLEC reserves the right to accept or reject any or all Expressions of Interest, to shortlist respondents as its sole discretion, and to cancel the process at any stage without incurring any liability to respondents.

2. Background

2.1 Nature of organisation

DOMLEC was incorporated as a public limited liability company on April 30, 1975 and is domiciled in the Commonwealth of Dominica (more commonly referred to simply as ‘Dominica’). As the primary electricity utility provider in Dominica, its principal activities are the generation, transmission, distribution, and sale of electricity. Its main energy source is diesel (73%) followed by hydro (27%). It is currently in the midst of transitioning to a predominantly renewable energy (RE) base generation with geothermal as the dominant source of energy. DOMLEC has a customer base of 39,011, comprising of about 34,304 residential customers (60% of which are prepaid), 4,387 commercial, and the balance made up of industrial, hotels, and streetlights.

As a small island developing state (SIDS) utility, the DOMLEC operates within a context shaped by vulnerability to natural hazards, a mandate to transition towards renewable and resilient energy resources, and the need to balance the Company's economic viability with its public service mandate to its customers.

2.2 Nature and scope of the project.

DOMLEC seeks to engage a qualified consultant/consulting firm to lead the development of a robust 5-year strategic plan. The project will involve a comprehensive review of the Company's current operating environment, extensive stakeholder consultation, regional and international benchmarking for utility best practice, and the formulation of a strategic framework that incorporates strong commitment to sustainable Environmental, Social, and Governance (ESG) goals.

The Strategic Plan will serve as the Company's primary planning tool and will serve to guide decision-making, resource allocation, and performance management over the ten-year span.

2.3 The objectives of the project

The consultant shall facilitate the development of a Strategic Plan that addresses the Company's strategic direction, financial sustainability, customer focus, and ESG integration by:

- Conducting comprehensive environmental analyses of DOMLEC's internal and external operating environments.
- Facilitating structured consultations with relevant stakeholders.
- Developing clear strategic vision and mission alignment, with measurable goals for the 5-year period.
- Designing an integrated ESG framework that represents DOMLEC's unique context in relation to its SIDS identity.
- Establishing an implementation roadmap, including KPIs, and other performance measurement factors.
- Delivering a final Strategic Plan document and executive presentation suitable for adoption by the Board of Directors.

3. Scope of Services

The selected consultant/consulting firm will be expected to undertake, at minimum, the following activities:

1. Inception report outlining the proposed methodology, work plan, and timeline.
2. Review of existing corporate documents, prior strategic and business plans, regulatory filings, and relevant national and regional energy sector policies.
3. Stakeholder engagement, including interviews, workshops, and/or surveys with the Board, senior management, staff, regulator, and other key stakeholders.

4. Situational and diagnostic analyses (e.g. SWOT, PESTLE, and other specified or equivalent environmental scanning instruments).
5. Development of the strategic framework, including vision, mission alignment, values statement, strategic pillars, goals, and objectives.
6. Development of the ESG framework to support DOMLEC's ESG goals
7. Development of an implementation and monitoring framework, including KPIs and reporting.
8. Preparation and submission of a final Strategic Plan document with a summary presentation for Board adoption.

The full scope of services, deliverables, and indicative timelines will be detailed in the Terms of Reference (TOR) to be issued to shortlisted respondents at the RFP stage.

4. Eligibility and Requirements

Interested parties must demonstrate the following minimum qualifications and experience:

- Proven track record in strategic planning consultancy, preferably within the utility or energy sectors.
- Demonstrated experience working with organisations in small island developing states or comparable contexts.
- Relevant expertise in the development of ESG frameworks and sustainability strategy.
- Qualified and experienced personnel with relevant academic credentials and professional certification in strategic management, sustainability, or related fields.
- No conflict of interest with DOMLEC or any affiliated entity
- Good standing with relevant regulatory, tax, and professional bodies, where applicable.

Respondents should provide evidence of the above, including a company/firm profile, resumes/curriculum vitae of proposed key personnel, and a minimum of three (3) references from comparable assignments completed within the last five (5) years.

5. Submission Details

Interested and eligible respondents should submit an Expression of Interest containing the following information:

- A cover letter indicating interest in the assignment.
- A company/firm or individual profile including relevant experience and area of specialisation.
- Evidence of relevant experience, including details of similar assignments undertaken, with contact information for references.
- Proof of registration/incorporation and good standing, where applicable
- Any other information demonstrating capacity to undertake the assignment.

Submissions should be addressed to:

The General Manager
Dominica Electricity Services Limited
18 Castle Street
P.O. Box 1593
Roseau
Dominica

Submissions must be made in electronic format to:

strategy@domlec.dm

The subject of the email shall be "Expression of Interest: Development of 5-Year Strategic Plan for DOMLEC.

Deadline for submission: **August 27, 2026, at 4.00 pm EST**. Late submissions will not be considered.

6. Disclaimer

This request is issued solely for the purpose of pre-qualification and does not constitute a solicitation. DOMLEC reserves the right to accept or reject any or all EOIs without incurring any obligation.

All costs associated with the preparation and submission of an EOI shall be borne solely by the respondent. DOMLEC will not be liable for any costs incurred by respondents in connection with this REOI or any subsequent stage of the procurement process.

7. Acknowledgement

DOMLEC wishes to express its thanks to all firms that will express interest in supplying the products and services for which it will be sending out a Request or Proposal (RFP).