

# REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

COMMONWEALTH OF DOMINICA

CARIBBEAN DIGITAL TRANSFORMATION PROJECT

Loan No./Credit No./ Grant No.: IDA-66850-DM

**Assignment Title:** System Study of Digital Strategy, Standards, Business Continuity and protocols, SSO and BPR of Citizen Facing Services, Electronic entry, HMIS, SMARTSTREAM, e-Office/DMS, Bulk Digitization and National Web Portal and Mobile Portal

**Reference No.** (as per Procurement Plan): DM-MPWDE-301182-CS-QCBS

The Government of Dominica *has received* financing from the World Bank toward the cost of the *Caribbean Digital Transformation Project - Dominica*, and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include support to the PIU for conducting a comprehensive system study and perform Business Process Reengineering (BPR) of existing Information Technology (IT) landscape in Dominica for implementing an integrated and interoperable Digital Solution for delivering public as well as other services to the citizens and business at-large.

***The time input of key experts is estimated at 264 person-days. The assignment is expected to start in April 2023 and to be completed within three (3) months.***

The detailed Terms of Reference (TOR) for the assignment *can be found at the following websites:* <http://www.dominica.gov.dm/vacancies> or <http://cardtp.gov.dm/procurement-activities>

The *Project Implementation Unit within Ministry of Public Works and the Digital Economy*, representing the Government of Dominica, now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- (a) Minimum 5 years of Experience in the areas of Business Process Re-Engineering (As-Is, Gap Analysis and To-Be), Enterprise Architecture in the digital transformation in the role of prime contractor, JV member, subcontractor, or management contractor;
- (b) Similar demonstrative experience in the core areas for BPR and cross-cutting areas for solutioning as mentioned in the ToR;
- (c) Demonstrative experience of at least Five (5) years in similar areas of working with the World Bank or other Multi-lateral Development agencies;
- (d) Experience in working with digital transformation programs in small-island countries is desirable.

***Key Experts will not be evaluated at the shortlisting stage.***

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" dated July 2016, revised November 2017, August 2018 and November 2020 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Quality- and Cost-Based Selection method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours 09:00 a.m. to 03:00 p.m. (Eastern Caribbean Time).

Expressions of interest must be delivered in a written form to the address below (in person or by mail) by February 15, 2023 at 10:00 AM.

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