

## NATIONAL AGENCY FOR FISCAL ADMINISTRATION, ROMANIA

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

**Country:** ROMANIA

**Name of the Project:** Revenue Administration Modernization Project (RAMP)

Project ID: P130202

Loan No: 8261 - RO

**Assignment Title:** High Volume Revenue Processing Operations

**Reference No.** (as per Procurement Plan): RAMP/CS/14

The Romanian National Agency for Fiscal Administration (NAFA) has received a loan from the World Bank toward the cost of the Revenue Administration Modernization Project, and intends to apply part of the proceeds for consulting services aimed to advise and assist NAFA in improving the revenue administration core processes regarding the registration, declaration, payment, matching, and attribution to taxpayer sub-accounts, up to the first automated phases of enforcement, namely communication to the taxpayers (these processes are referred from now on as “revenue administration core processes”). The entire Consultancy will be performed in the light of the best practices recognized in the European Union and worldwide, best practices incorporated in commercial off-the-shelf systems (COTS) developed for revenue management (RMS).

The consulting services (“the Services”) are required for the following specific objectives:

- To streamline the administration processes (registration, declaration, payment, matching, and attribution to taxpayer sub-accounts, up to the first automated phases of enforcement) based on the best practices embedded in most COTS RMS.
- To promote electronic transactions for all activities related to taxpayers, contributors and third parties, including multi-channel electronic services, without neglecting other channels of communication.
- To add new processes, if necessary, for ensuring the quality of the registration, tax returns, payments, matching between payments and declarations and attribution to taxpayer sub-accounts.
- To enhance the reporting requirements for the management of the entire automated process, in order to provide NAFA management with tools to monitor the process and to govern it.
- To review the arrangements for metadata and data interchange with other Romanian government bodies or EU Member States administrations and ensure contribution to the national coordination effort.
- To provide functional requirements for the concerned functional modules for COTS RMS.
- To create or to enhance the statute of ICT Department as reliable source of data for taxpayers, NAFA and third parties.

The indicative duration of subcomponent RAMP/CS/14 – High Volume Revenue Processing Operations is of 3 years, starting with August 2014.

The National Agency for Fiscal Administration (NAFA) 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 Consultant has to be a specialized consulting firm with extensive experience in providing consultancy services for modernization of governmental organizations, more specific for Revenue Administrations.

The short listing criteria are as follows:

- Experience in international consulting with Revenue Administrations relative to the modernization of the core processes (registration, declaration, payment, matching and attribution to taxpayers sub-accounts, up to the first automated phases of enforcements) according to best practice in EU and/or OECD (experience in Revenue Administrations that collect also the social contributions would be an advantage) - 45 points;
- Experience in consulting for the enhancement of the electronic services for Revenue Administrations (at least two contracts) - 15 points;
- Experience in design of functional requirements for the procurement of a COTS RMS solution (at least one contract) - 30 points;
- Experience in organization of IT departments within Revenue Administrations to ensure the necessary authority for automated massive processing will be an advantage - 10 points.

The attention of interested Consultants is drawn to paragraph 1.9 of the *World Bank's Guidelines: Selection and Employment of Consultant under IBRD Loans and IDA Credits & Grant by World Bank Borrowers*, from January 2011 ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms in the form of a joint venture, association or consortium that may or may not be a new legal entity between members who would be jointly and severally liable for the performance of the contract. The Consultants should indicate whether the EoI is being submitted as a Joint Venture or otherwise. The experience and references of sub-consultants shall not be taken into account in the evaluation of Expressions of Interest (EoI).

A Consultant will be selected in accordance with the Quality and Cost-Based Selection method (QCBS) set out in the Consultant Guidelines.

Consultants must provide all information indicating that they are qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc).

Expressions of Interest must be delivered by email to [ramp.anaf@mfinante.ro](mailto:ramp.anaf@mfinante.ro) or in a written form to the address below, in sealed covers superscripted with "**Expression of Interest for High Volume Revenue Processing Operations – RAMP/CS/14**" due by 17.00 hrs on May 19, 2014.

***Agenția Națională de Administrare Fiscală***

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