

NATIONAL AGENCY FOR FISCAL ADMINISTRATION, ROMANIA

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES– SELECTION OF  
INDIVIDUAL CONSULTANT)**

**Country: ROMANIA**

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

Project ID: P130202

Loan No: 8261 - RO

**Assignment Title: IT Procurement Expert**

**Reference No.** (as per Procurement Plan): RAMP/CS/21

The Romanian National Agency for Fiscal Administration (NAFA) has applied for financing 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 at developing its analytical capacity.

The IT Procurement Expert will support PMU in defining and implementing all the necessary internal procedures and instructions for procurement of goods, non-consulting services and training in the field of information and communication technology (ICT), following World Bank's procurement procedures.

She/he will ensure the knowledge transfer regarding ICT procurement procedures to the responsible PMU members. She/he will design and verify the bidding documents for the ICT projects but also give advice according to each specific case.

The indicative duration of subcomponent RAMP/CS/21 – IT Procurement Expert is of 42 months, starting with 2013 as follow:

- 2013: 2 (two) months
- 2014: full time during the year
- 2015: full time during the year
- 2016: full time during the year
- 2017: 3 (three) months
- 2018: 1 (one) month

The National Agency for Fiscal Administration (NAFA) now invites eligible individual 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 listing criteria are as follows:

Evaluation criteria for REOI - IT Procurement Expert			
No.	Criteria (short-listing)	Maximum mark	
1	Qualification and experience of the Consultant		<b>General Qualifications 35 points</b> <ul style="list-style-type: none"><li>– Hold a university level degree in the field of Business Administration / Business Management / ICT / Engineering, or in a similar relevant discipline;</li><li>– Proven track record for at least 10 (ten) years working</li></ul>

			<p>experience in ICT procurement;</p> <ul style="list-style-type: none"> <li>- Knowledge of the World Bank’s or other major international donors’ Procurement Guidelines, bidding documents and procedures for Supply and Installation of Information Systems would be considered an advantage;;</li> <li>- Fluency in English (spoken and written);</li> </ul> <p><b><i>Adequacy for the Assignment – 50 points</i></b></p> <ul style="list-style-type: none"> <li>- Have experience as IT Procurement Specialist or IT Procurement Consultant/Adviser in all stages of procurement/drafting bidding documents and contract management for at least three of large and complex enterprise level projects for supply and installation of information systems;</li> <li>- Have experience as IT Procurement Specialist or IT Procurement Consultant/Adviser in all stages of, procurement/drafting bidding documents and contract for at least one of large and complex enterprise level project for supply and installation of information system in accordance with the World Bank procurement procedures – two stage bidding, will be an advantage;</li> </ul> <p><b><i>Experience in Region –15 points</i></b></p> <ul style="list-style-type: none"> <li>- Prior similar work experience in Romania would be an advantage;</li> <li>- Knowledge of Romanian language would be an advantage.</li> </ul>
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Consultants must provide the CVs (World Bank format) with all information indicating that they are qualified to perform the services. Other materials as: brochures, description of similar assignments, experience in similar conditions etc, can be presented and attached to the CV.

Consultants will be selected in accordance with the procedure of “Selection of individual consultants” set out in the World Bank’s Guidelines: Selection and Employment of Consultants under IBRD Loans & IDA Credits & Grants by World Bank Borrowers - January 2011 (“Consultant Guidelines”). "According to these

provisions, in case the individual consultants are proposed by firms, only the experience and qualifications of individuals shall be used in the selection process; their corporate experience shall not be taken into account.

The attention of interested Consultants is drawn to paragraph 1.9 of the Consultant Guidelines, setting forth the World Bank's policy on conflict of interest.

The Expressions of Interest must be delivered in written format in English to the address below, in sealed envelopes with the inscription "**Expression of Interest for IT Procurement Expert – RAMP/CS/21**" due by 17.00 hrs on October 21, 2013.

National Agency for Fiscal Administration  
RAMP Project Management Unit  
To the attention of Mrs. Daniela Manoli, Project manager  
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