

## NATIONAL AGENCY FOR FISCAL ADMINISTRATION, ROMANIA

<b>REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES- FIRMS SELECTION)</b>
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**Country: ROMANIA**

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

Project ID: P130202

Loan No: 8261 - RO

**Assignment Title: Translation and interpretation services**

**Reference No.** (as per Procurement Plan): RAMP/CS/22

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 (RAMP), and intends to apply part of the proceeds for consulting services regarding translation and interpretation.

The overall objective of this consulting services contract is to provide to the RAMP – Project Management Unit within NAFA with timely, high quality written **translation** of all types of documentation related to the entire implementation of the Project, as well as **interpretation** in meetings and other events that would require such services. The documents subject to written translation shall include bidding documents for the goods and services procured under the Project, as well as all other supporting Project documents, Project reports and other PMU documents that require translation either from English language into Romanian language or vice versa. The assignment for translation and interpretation services shall be implemented on a continuous basis, for a duration of five years. An extension of maximum six months of the contract could be possible.

**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 Expressions of Interest must provide general information about the company, such as: core business and years in business, address, contacts, number and country of registration, presentation of services provided, extensive references.

The evaluation criteria for the Consultants submitting Expressions of Interest are as follows:

Evaluation criteria for Translation and interpretation services			
No.	Criteria for evaluation	Maximum points (x/100)	Detailed
1	Specific experience of the Consultant related to the assignments	60	1.1. Company’s experience in providing translation and interpretation services to the central public administration (at least two contracts in the previous five years) - 50% 1.2. Experience in translating documents and interpretation

			containing terminology in the following fields: legislation, public finance, fiscal administration, information technology, World Bank documents' related terminology, etc. (at least five years) – 50%
2	Availability of appropriate qualifications and skills among staff	40	2.1. The personnel of the Consultant should possess relevant experience in translating texts in the above mentioned fields. Education level: at least University Degree (for ex. foreign languages, economics, engineering, etc.) – 100%

The translation and interpretation companies may associate to enhance their qualifications. The “association” may take the form of a joint venture (JV), all members of the JV will be evaluated jointly for the purpose of short-listing and shall be jointly and severally liable for the assignment. They shall sign the contract in case the award is made to that JV group. Interested companies should clearly indicate the structure of their “association” and the duties of the partners and subcontractors in their application. Unclear expressions of interest in terms of “in association with” and/or “in affiliation with”, etc., may not be considered for short listing.

Please note that a company shall submit only one Expression of Interest in the same selection process, either individually or as a partner in a JV. No firm can be a subcontractor while submitting an Expression of Interest individually or as a partner of a JV in the same selection process.

The Consultant will be selected in accordance with the method of Selection Based on Consultant’s Qualifications (CQS) set out in the Consultant Guidelines.

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.

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 Translation and Interpretation Services – RAMP/CS/22” due by 14.30 hrs on September 20, 2013.

***National Agency for Fiscal Administration***

***RAMP Project Management Unit***

*To the attention of Mrs. Daniela Manoli, Project manager*

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