

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: Policy and Strategy Development for Human Resources

Reference No. (as per Procurement Plan): RAMP/CS/5

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 (RAMP) and intends to apply part of the proceeds for consulting services aiming to strengthen human resources management through developing policies and plans for requirement, selection, hiring, promotion, career development and termination and to develop NAFA Training Policy and Strategy

The primary objective of this Consultancy is to advise and assist the Beneficiary in strengthening human resource management through targeted professional training and technical assistance. In other words, the Consultant is expected to provide guidance to achieve a basis for modern Human Resource Management (HRM), through the development of both the organization and the individual to achieve performance improvement and professional training systems in NAFA. To achieve this scope, the Consultant will start with the identification and analysis of the existing situation in NAFA (As-Is Analysis) and with the proposals for the expected outcome (To-Be Analysis).

The consulting services shall include:

- 1. Review of NAFA Integration Experience**
- 2. Human Resources Policy and Strategy Development**
- 3. NAFA Training Policy and Strategy Development**
- 4. Provide train–the–trainers programs on Human Resources Management and Code of Ethics development and implementation**

The indicative duration of subcomponent RAMP/CS/5 Policy and Strategy Development for HR – is of 21staff-months, starting with 2015.

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 short listing criteria are as follows:

- Relevant experience in strengthening the human resources management, including development of HR and training strategy, for a central public administration from UE or OECD countries (at least two similar projects) – 45 points
- Demonstrated experience in delivering Human Resources and Training Policies for a central public administration (preferably a revenue administration) – 15 points
- Proven experience in a reorganisation or integration of operational functions within a public administration (at least one similar project) – 15 points
- Proven experience in the transfer of knowledge and skills, preferably in the HR area, for the public sector (at least one similar project) - 25 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 can be delivered electronically at ramp@mfinante.ro or in a written form to the address below, with the subject line “**Expression of Interest for Policy and Strategy Development for Human Resources – RAMP/CS/5**” due by August 25th, 2014.

National Agency for Fiscal Administration

RAMP Project Management Unit

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