



Government of the Republic of Trinidad and Tobago  
**MINISTRY OF FINANCE**  
**CENTRAL TENDERS BOARD**

**REQUEST FOR EXPRESSIONS OF INTEREST NOTICE**

**Expressions of Interest for the Supply, Installation, Commissioning and Implementation of an Integrated Financial Management System (IFMIS) for the Ministry of Finance, Government of the Republic of Trinidad and Tobago (GORTT), Inter-American Development Bank (IDB), Loan # 3473/OC/TT**

**Country:** Trinidad and Tobago  
**Project:** Procurement of an Integrated Financial Management System (IFMIS)  
**Institution:** Ministry of Finance, Republic of Trinidad and Tobago  
**Sector:** Public Finance  
**Loan:** #3473/OC/TT  
**Deadline Date:** January 19, 2017

The Government of the Republic of Trinidad and Tobago via the Ministry of Finance (MOF) has applied for financing from the Inter-American Development Bank (IDB) and intends to apply part of the proceeds toward the supply, installation, commissioning and implementation of an Integrated Financial Management Information System (IFMIS).

The services required under this assignment are to supply, install and make operational an Integrated Financial Management Information System (IFMIS) inclusive of the implementation of a new budget classification system (GFS based), the electronic transfer of data, and movement from a largely cash based accounting system to a modified cash system, and aimed at the future introduction of performance informed budgeting and accrual accounting. The Public Financial Management Modernization Unit (PFMMU), within the Ministry of Finance, is the designated Project Implementation Unit (PIU), for the IFMIS Project.

The IFMIS will be a fully integrated solution consisting of the core systems/modules and non-core systems/modules. The core systems/modules of the IFMIS are expected to cover the following:

**I. Budget Preparation and Approval**

To comprehensively address the preparation, approval, and management processes associated with the Annual Budget. (Including Multi-year and medium-term budgeting).

**II. Budget Execution and Fiscal Reporting**

The system must enable electronic oversight and control of the execution of all fiscal operations.

- III. **Fiscal Accounting and Reporting with Management Dashboards**  
The system must have a centralized double-entry General Ledger (GL), for recording all financial transactions of the Central Government, must have the capacity to support multi-standard reporting (such as GFS, IPSAS, GAAP, IFRS,) and multi-currency calculations.
- IV. **Cash Management and Bank Reconciliation**  
Allowing for the automatic import of cash positions and receivables/payables (if any) from other modules, provide for bank reconciliation, and periodic standard and ad-hoc reports.
- V. **Purchasing**  
To process requisitions, requests for information, quotations, requests for proposals and the issuance of purchase orders, and store vendor data and payment history.
- VI. **Cashiering/Payment Processing**  
The system must be able to collect and process the tax payments made at Government's District Revenue Offices (DROs), and must be able to process multiple payment types within a single customer transaction.
- VII. **Asset Management**  
The system must enable the Ministry of Finance to maintain a complete and accurate register of the Government's fixed assets, calculate depreciation consistently and optimize asset replacement policies and minimize ownership costs.
- VIII. **IFMIS Web Portal**  
Overall, this must be an automated system that allows secure on-line access to data by multiple approved users.

The non-core systems are human resources/payroll, debt management, and revenue collection (Inland Revenue and Customs) which already have their own systems, and interfaces will be required between these systems and the new software.

The Central Tenders Board on behalf of the Ministry of Finance now invites eligible firms to indicate their interest in providing the goods and services described above. Interested firms must provide information demonstrating that they are qualified to perform the services through responses submitted in the format detailed in the **Expressions of Interest Response Form** which is available upon request from the Central Tenders Board at *Address one (1)* below.

Only firms which meet the qualifying key criteria below will be short-listed:

- I. that the interested firm is the legitimate owner/producer/manufacturer of the IFMIS solution to be offered or a fully authorized agent/reseller of the IFMIS solution to be offered.
- II. that the proposed software solution must have been successfully deployed and still in use for **Public Financial Management purposes**, by the Central Government of at least 4 (identified) countries or by 4 (identified) provincial or state governments of countries or by 4 (identified) cities/municipalities with populations exceeding 1 million person or a minimum of 4 deployments in any combination of the three categories named above.
- III. that the interested firm has in the previous 10 years, successfully completed (with documentary evidence) two or more contracts as the main contractor or a member of an established Joint Venture or Partnership or as a key sub-contractor in which **all** of the following services were provided: ***the supply, installation, commissioning, implementation*** of a **Government Financial Management Information System (GFMS)** including the **provision of post-implementation technical support**.
- iv. where the interested firm is the legitimate owner/producer/manufacturer/authorized agent/reseller of the proposed IFMIS solution, but does not meet the criteria defined in (iii)

above it may wish to use subcontractors for the provision of key services (e.g. installation, commissioning, or implementation). Any subcontractors proposed at the tendering process stage must demonstrate that (outside of delivery and installation services) they have been successfully used in the implementation of two (2) or more contracts of GFMS Enterprise-level solutions over the previous 10 years.

This Expressions of Interest is open to all eligible bidders from Eligible Source Countries as defined by the IDB's policies for the Procurement of Goods and Works financed by the IDB and which can be accessed at website: <http://www.iadb.org/procurement>.

Any further clarification and queries can be sought from the officer at *Address two (2)* below from **Monday to Friday between the hours of 8:00 am and 4:00 pm Local Time**.

An Original and five (5) copies of the document must be submitted in sealed envelope(s) clearly marked:-

**Expressions of Interest for the Supply, Installation, Commissioning and Implementation of an Integrated Financial Management System (IFMIS) for the Ministry of Finance, Government of the Republic of Trinidad and Tobago (GORTT), Inter-American Development Bank (IDB) Loan #3473/OC/TT**

Envelopes must be addressed to the Chairman, Central Tenders Board at *Address one (1)* below and deposited in the **BROWN** Tenders Box located in the lobby of the Board's Office not later than **1:00 pm (Local Time) on Thursday January 19, 2017**. Submissions will be opened publicly at **1:05 pm (Local Time)**. An authorised representative of the firm may attend the opening at *Address one (1)* below.

<p><b><u>Address 1</u></b>  Chairman  Central Tenders Board  116 Frederick Street  Port of-Spain,  Republic of Trinidad and Tobago  Tel: 1-868-625-4330  Facsimile: 1-868-625-1809  Email: <a href="mailto:mofctb@gov.tt">mofctb@gov.tt</a>  CC: <a href="mailto:DodoN@gov.tt">DodoN@gov.tt</a></p>	<p><b><u>Address 2</u></b>  Technical Coordinator  Public Financial Management,  Modernisation Unit (PFMMU)  Ministry of Finance  Level 18  Eric Williams Financial Building  Independence Square,  Port of-Spain,  Republic of Trinidad and Tobago  Telephone:1-868-627-9700 ext. 2812  Email : <a href="mailto:pfmtmu.finance@gov.tt">pfmtmu.finance@gov.tt</a></p>
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Bidders should note that the dimensions of the **slot** in the Tenders Box are **37.5 cm x 5.5 cm** and as such, documents should be packaged accordingly.

The Central Tenders Board does not bind itself to accept any submission.

The Central Tenders Board reserves the right to cancel the Request for Expressions of Interest in its entirety or even partially, without defraying any cost incurred by any Firm in the preparation and submission of such Expressions of Interest.

**Late submissions will not be considered under any circumstances.**

Interested Firms are advised that the Request for Expressions of Interest will be advertised on the United Nations Development Business (UNDB) Website, the IDB website and the Ministry of Finance Website: <http://www.finance.gov.tt>

Jenepha Khan  
Chairman  
Central Tenders Board  
Government of the Republic of  
Trinidad and Tobago

CTB: 26/1/222  
December 07, 2016