



# CENTRAL TENDERS BOARD

## EXPRESSION OF INTEREST NOTICE

### LONG TERM INDIVIDUAL CONSULTANT

#### FOR BUDGET REFORM SERVICES

**FOR THE MINISTRY OF FINANCE, GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO, INTER-AMERICAN DEVELOPMENT BANK (IDB) LOAN # 3473/OC-TT**

**TRINIDAD AND TOBAGO  
PROCUREMENT OF AN INTERGRATED FINANCIAL  
MANAGEMENT INFORMATION SYSTEM (IFMIS)  
SPECIFIC PROCUREMENT NOTICE  
IDB LOAN: # 3473/OC-TT**

The Government of the Republic of Trinidad and Tobago has received financing from the Inter-American Development Bank (IDB), for the Project, *Procurement of an Integrated Financial Management Information System (IFMIS)*. Funding received for the project shall be applied to the above mentioned Consultancy.

The Scope of Services for the Consultancy is to reform the existing Budgeting framework, including the introduction of a new Chart of Accounts, and the revision of the structure and content of overall budgeting procedures and business processes, in the context of the introduction of an IFMIS.

The Central Tenders Board (CTB), on behalf of the Executing Agency, the Ministry of Finance (MOF), invites eligible Individual Consultants to indicate their interest in providing the above Consulting Services. Interested Individual Consultants must provide information establishing that they are qualified to perform the services by completing EOI forms that are available on the Ministry of Finance Website: <http://www.finance.gov.tt>. The Individual Consultant should submit the supporting documents to prove their qualification and eligibility requirements. Failure to submit the required documents may lead to disqualification from short listing.

This Consultancy requires the individual consultant to have the following specific experience and/or capabilities:-

- An International Consultant with a Master's Degree in economics, public policy, accountancy, or related field, with broad knowledge of development issues with at least 12 years of relevant hands-on experience in the field of budgetary and/or financial accounting operations, with a government, NGO, or international agency; or a Bachelor's Degree in the relevant academic fields noted above and 15 years' relevant experience in the preparation and implementation of budgeting/accounting systems.
- An established track record showing the ability to conceptualize, design and implement country or sector specific capacity building initiatives, and experience in advising clients on the design and implementation budgetary operations. Must have International experience on IFMIS implementation projects, particularly working in a multi-disciplinary, multi-ethnic and multicultural environment. The completion of similar work and in an English-speaking Caribbean Country will be an asset.

Additional information and details on the tasks and responsibilities can be obtained from Address two (2) below from **Monday to Friday from 8:00am to 4:00pm local time.**

The duration of the assignment is **twenty four (24) months.**

This request for Expressions of Interest is open to all eligible individuals as defined in the policies which can be accessed at website: <http://www.iadb.org/procurement>. *Consultants will be selected in accordance with the procedures set out in the Inter-American Development Bank: Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank (GN 2350-9).*

An original and five (5) copies of the data must be submitted in sealed envelope(s) clearly marked: **"Expressions of Interest for a Long Term Individual Consultant for Budget Reform Services for the Ministry of Finance, Government of the Republic of Trinidad and Tobago, 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 **1:00pm (Local Time) on Thursday, May 24, 2018**. Submissions will be opened publicly shortly thereafter. The Consultant or an authorised representative may attend the opening at the *Address One (1)* below.

<p><b>Address 1</b></p> <p>Chairman Central Tenders Board 116 Frederick Street PORT OF SPAIN Republic of Trinidad and Tobago Tel: 1-868-625-3565 Facsimile: 1-868-625-1809 Email: <a href="mailto:mofctb@gov.tt">mofctb@gov.tt</a></p>	<p><b>Address 2</b></p> <p>Chief Technical Coordinator, Public Financial Management Modernisation Unit (PFMMU) Level 18 Ministry of Finance, Eric Williams Financial Building, Independence Square, PORT OF SPAIN, Trinidad and Tobago Telephone: 1-868-627-9700 ext 2812 Email: <a href="mailto:pmmu.finance@gov.tt">pmmu.finance@gov.tt</a></p>
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Consultants 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 Consultant in the preparation and submission of such Expression of Interest.

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

Interested individual consultants are advised that documents comprising of a detailed TOR and EOI template, 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>.

**Koriesha Emamali**  
Chairman  
Central Tenders Board  
Government of the Republic of Trinidad & Tobago