



CENTRAL TENDERS BOARD

EXPRESSION OF INTEREST NOTICE

LONG TERM INDIVIDUAL CONSULTANT

**FOR THE REFORM OF THE BUSINESS PROCESSES OF THE TREASURY DIVISION
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 business processes of the Treasury Division, specifically geared to the development of best practices with respect to cash management and bank reconciliation, the automation of the general ledger operations under the IFMIS, and the development of reporting services consistent with International Public Sector Accounting Standards (IPSAS).

The Central Tenders Board (CTB), on behalf of the Executing Agency, the Ministry of Finance (MOF), invites eligible Consultants to indicate their interest in providing the above Consulting Services. Interested 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 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 Consultants to have the following specific experience and/or capabilities:-

- The assignment will require the services of a local, or foreign, consultant with technical competence in public management and management consulting concepts such as business process reengineering, restructuring, and effecting change with respect to the introduction of modified cash and full accrual accounting, in an electronic environment. In addition, the consultant should have a PhD/MSc/MBA in Public Management or Administration, Public Finance and/or Public Policy.
- A minimum of 10 years' experience as a consultant or equivalent in the implementation of civil service reforms, agency creation, performance improvement and measurement, restructuring, change management, treasury reforms and IPSAS compliance and reporting.
- An established track record showing the ability to conceptualize, design and implement country or sector specific change management strategies, and/or business process reviews, IPSAS compliance and Treasury reforms. International experience, particularly working in a multi-disciplinary, multi-ethnic and multicultural environment, will be an asset. Completion of similar work and experience in any 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 bidders 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 the reform of the business processes of the Treasury Division 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>Address 1 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: mofctb@gov.tt</p>	<p>Address 2 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: pmmu.finance@gov.tt</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