



Government of the Republic of Trinidad and Tobago

MINISTRY OF FINANCE

CENTRAL TENDERS BOARD

EXPRESSIONS OF INTEREST NOTICE

**CONSULTING SERVICES TO DESIGN AND IMPLEMENT AN ENHANCED
TTBIZLINK APPLICATION SOFTWARE FOR THE MINISTRY OF TRADE AND
INDUSTRY, GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO
(GORTT) INTER- AMERICAN DEVELOPMENT BANK (IDB) LOAN# 3575/OC-TT**

Country:	Trinidad and Tobago
Project:	Strengthening of the Single Electronic Window For Trade and Business Facilitation
Sector:	Trade
Institution:	Ministry of Trade and Industry
Loan No.	3575/OC-TT
Deadline Date for Submissions:	<u>Thursday 7th March, 2019</u>

The Government of the Republic of Trinidad and Tobago has received financing from the Inter-American Development Bank (IDB) for the Project, *Strengthening of the Single Electronic Window (SEW) for Trade and Business Facilitation*. Funding received for the project shall be applied to the above mentioned Consultancy.

Background: The Government of the Republic of Trinidad and Tobago (GORTT) as part of its national strategy in 2009, launched a Single Electronic Window (SEW) for Trade and Business Facilitation Project, branded as TTBizLink, an on premise infrastructure IT-based trade facilitation solution. After three (3) phases of development, and with more than six thousand, five hundred (6,500) registered users, TTBizLink currently hosts forty six (46) transactional e-services administered by twenty four (24) government agencies across nine (9) separate Ministries. This current on premise infrastructure will be migrated to a cloud based infrastructure by first quarter of 2019.

The Scope of Services for the Consultancy is to design and implement a customizable, modern, enhanced TTBizLink Application Software Solution with the objective of achieving improvements in cost efficiency, agility and innovation. The Consulting Firm is also expected to plan the migration of the current system to the new solution, within the existing legislative and operational framework for the single window of Trinidad and Tobago and ensure that the online system seamlessly integrates with all other relevant stakeholder systems.

In this regard, the Central Tenders Board (CTB), on behalf of the Executing Agency, the MTI, invites eligible consulting firm(s) to indicate their interest in providing the Consulting Services. Interested firm(s) must provide information to substantiate their ability to perform the Consulting Services. Submissions must include, at a minimum, a company profile inclusive of a signed transmittal letter and project summary of experience in similar projects (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills amongst staff, financial capability, etc.)

This Consultancy requires Consulting Firm(s) to have the specific experience and/or capabilities and must substantiate such in the following areas:-

EOI Criteria	Evaluation
Modern capabilities of offered application platforms	Brochure, catalogue etc. which include modern capabilities such as Artificial Intelligence, Blockchain and Internet of Things and that are applicable to single electronic windows
Low code development capabilities of offered application platforms	Brochure, catalogue etc. that include declarative tools (point-and-click) that employ an array of techniques for developing and maintaining logic, workflows, business processes, forms, content, collaboration, security permissions and other application artifacts without writing code
Typical costs of offered services and billing methodology for application platforms	Sample costs for typical customers, standard payment terms and billing methodology provided
Implementation, migration & training procedure/ time frame and any requirements from customer's side	Explanation detailing the methods and how long it typically takes the provider to provision and migrate to enhanced application platforms for a typical customer and provide training with respect to the provisioning of tools
The standard Service Level Agreement (SLA) for ensuring the quality of services	Inclusion of a typical SLA for modern applications along with sample dashboards

(such as application performance, agility and reliability parameters)	and reports, and provide a brief explanation of operations and support services to assist with compliance to SLA
Security and privacy compliance for application platforms	Details with respect to the security features that are offered and any internationally recognized certifications attained
Developed and implemented single electronic windows according to WCO and UN/CEFACT guidelines or similar	Documentation describing experiences with at least three (3) single electronic windows or similar in the last five (5) years. This should include the ability to work with multiple agencies in a complex project environment to attain seamless integration and interoperability with multiple e-Government applications
Financial capability	Letter of good standing from current bank etc.

Any clarification/queries should be directed to the Officer at Address *two* (2) below from **Monday to Friday between 8:00 a.m. to 4:00 p.m. (local time).**

The duration of the assignment is **twelve months (12) for implementation and thirty six (36) months for support and maintenance.**

Shortlist shall comprise six firms with a wide geographic spread, with no more than two firms from any one country.

The Expressions of Interest is open to all eligible firms as defined in the IDB's 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).*

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. For the purpose of establishing the short list, the nationality of a firm is that of the country in which it is legally incorporated or constituted and in the case of Joint Venture, the nationality of the firm appointed to represent it.

Consulting firms will be selected in accordance with the *Quality Based Selection* method set out in the Consultant Policies (GN2350-9).

An original and six (6) copies of the data must be submitted in sealed envelope(s) clearly marked:-

**“Expressions of Interest for Consulting Services to Design and Implement
An Enhanced TTBizlink Application Software For The Ministry Of Trade and
Industry, Government Of The Republic Of Trinidad And Tobago (GORTT)
Inter- American Development Bank (IDB)
Loan# 3575/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 p.m. (local time) on Thursday 07th March, 2019.**

Submissions will be opened shortly thereafter. An authorized representative of the firm may attend the opening at *Address one (1)* below.

Address 1

Chairman
Central Tenders Board 116
Frederick Street PORT OF
SPAIN
Republic of Trinidad and Tobago
Tel: 1-868-625-3565
Email: mofctb@gov.tt

Address 2

Gaynelle Abraham-Brathwaite
Programme Manager
Project Implementation Unit-
Strengthening of the Single Electronic
Window for Trade and Business
Facilitation
Ministry of Trade and Industry Level 9,
Nicholas Tower
63-65 Independence Square
PORT OF SPAIN
Republic of Trinidad and Tobago Tel.
No. 1-868-625-4516 Ext 2933
Email: PIUSEW@gov.tt

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 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 Expressions of Interest Notice 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 and
Tobago

CTB: 16/4/139 Sub XVII
January 29, 2019