

Posted on: 2021-10-29T00:00:00.00-04:00

DB Reference N°: IDB-P856256-10/21

Country: Barbados

Institution: Inter-American Development Bank

Sector: Information and Communications, General - Information and Communications, Public Sector Management, General - Public Sector Management

Deadline: 2021-11-17T00:00:00.00-04:00

Status: Published

Loan N°./Financing: 4920/OC-BA

Project: Public Sector Modernisation Programme

Title: REQUEST FOR EXPRESSIONS OF INTEREST CONSULTANCY FOR E-SERVICES PLATFORM ADMINISTRATION, OPERATIONS AND DEVELOPMENT SERVICES

Borrower/Bid No: IDBBPSMP-EOI14

GOVERNMENT NOTICE

REQUEST FOR EXPRESSIONS OF INTEREST

CONSULTANCY FOR E-SERVICES PLATFORM ADMINISTRATION, OPERATIONS AND DEVELOPMENT SERVICES

Institution: Inter-American Development Bank

Country: Barbados

Project: Public Sector Modernisation Programme

Sector: Modernisation of the State

Abstract.: Consultancy for E-Services Platform Administration, Operations and Development Services

Loan Contract No: 4920/OC-BA

Contract/Bid No.: IDBBPSMP-EOI14

1. The Government of Barbados has received financing from the Inter-American Development Bank (IDB) towards the implementation of the Public Sector Modernisation Programme (PSMP) and intends to apply part of the proceeds for the procurement of consulting services for which this expression of interest is issued.
2. The consulting firm is required to provide services related to the administration, operation and service development of the E-Services Platform and its core components (i.e., The Portal, Business Process Manager (GxP E-Services engine software tool) and X-Road and infrastructure services related to the production, development and testing environments. The project is expected to be conducted over a period of twelve (12) months.
3. The key services required for the project include:
 - i. Review all technical documentation, training materials and instructions to become knowledgeable of and familiar with the X-Road Network Infrastructure of the E-Services Platform and undertake its own research as it relates to the provision of E-Services and X-Road;
 - ii. Work with the E-Services Platform vendor and other consultants in relation to the development, implementation and roll out of the E-Services Platform and the provision of E-Services;
 - iii. Manage and operate the X-Road infrastructure including monitoring system performance, performing user administration tasks, making necessary configuration changes to the network, as well as monitoring and approving requests for changes to the X-Road infrastructure;
 - iv. Provide technical support for the hardware and software on which X-Road operates, including troubleshooting networking, cryptographic, and operating system issues;
 - v. Work with the X-Road Service Development Team to assist and onboard Ministries, Departments and Agencies (MDAs) and government approved third-parties in joining X-Road and/or providing E-Services on the E-Services Platform;
 - vi. Provide technical support on E-Services for MDAs, as well as government approved third-parties which are to be connected to the X-Road infrastructure. This would include support with APIs;
 - vii. Assist with the design, configuration, maintenance and management of the network security features for the government's X-Road networks;
 - viii. Review existing Information Systems of Ministries, Departments and Agencies (MDAs) and provide software

development for E-Services to enable MDAs to onboard and integrate their services to the E-Services Platform;

- ix. Participate in business process re-engineering, process analysis, information systems development and/or development activities to assist MDAs in onboarding existing services to the E-Services Platform;
 - x. Implement, maintain and support processes on the GxP E-Service engine and the LifeRay Content Management system;
 - xi. Assist in coding testing, debugging, documenting and installing both new programmes/technologies and changes to existing programmes/technologies under the direction of the E-Services Coordinator;
 - xii. Build new software integrations between an MDAs existing Information System and the E-Services Platform to the required specifications as needed;
 - xiii. Develop and maintain software evaluating client needs; analysing requirements; and developing software solutions;
 - xiv. Write formal programme descriptions, functions, integrations, API's, Web Services, and interfaces; and
 - xv. Provide guidance and training as necessary to the Ministry's understudies for this consultancy.
4. The Government of Barbados, through the Programme Execution Unit, Ministry of Innovation, Science and Smart Technology 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 undertake the services.
5. The EOI should be **no more than twenty-five (25) pages in total**, presented using the Arial or Tahoma fonts with a font size of 12. The following shall be presented but not limited to:
- i. A description of the firm (Company Profile);
 - ii. Experience of the firm in provision of the required Consulting Services including assignments of similar scope, complexity and technical specialization completed;
 - iii. An overview of an Approach and Methodology to the assignment; and
 - iv. Proposed Consulting Team.
6. Consultants will be selected in accordance with the procedures set out in the Inter-American Development Bank's [Policies for the Selection and Contracting of Consultants financed by the Inter-American Bank \(GN-2350-15\)](#) and

participation is open to all eligible bidders as defined in the policies.

7. 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 shortlist, 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.
8. A consulting firm (Consultant) will be selected in accordance with the Selection Based on the Quality and Cost Based Selection (QCBS) method set out in the policies mentioned above.
9. All Corporate Tenderers must include with their application a copy of the company's Articles and Certificate of Incorporation as evidence that the company is an existing registered company as at the date of application. Note that companies that do not submit the Certificate of Incorporation at the time of submission of EO's will be given a maximum of two weeks to submit their Certificates of Incorporation. The Certificate must be in the name of the applicant. This Certificate will not be counted as part of the twenty-five (25) pages required at paragraph 5.
10. Any firm incorporated outside of Barbados, which is awarded a contract, will be required to be registered in Barbados as an External company under the 'Companies Act of Barbados'.
11. Interested Consultants can obtain further information at address 1 below during office hours of 8:15 a.m. – 4:30 p.m., Monday to Friday, except on public holidays.

Address 1:

Attention: Mr Rodney Payne, Project Manager

Ministry of Innovation, Science and Smart Technology

3rd Floor, Baobab Towers

Warrens

St. Michael

Barbados

Telephone number: 1-246-535-1282

Email: mistpeu@barbados.gov.bb

12. One original, one (1) copy and an electronic copy of the Expression of Interest clearly marked "**Request for Expression of Interest – Consultancy for E-Services Platform Administration, Operations and Development Services**" must be prepared in English and may be delivered in sealed envelopes and placed in the Tenders Box at the following address no later than 4:30 p.m., Atlantic Standard Time, Wednesday, November 17,

2021.

Address 2:

The Chairman

Special Tenders Committee

Government Procurement Department

Fontabelle

St. Michael

Barbados

OR

Submit an electronic copy of the Expression of Interest clearly marked “**Request for Expression of Interest – Consultancy for E-Services Platform Administration, Operations and Development Services**” in English to the following email address no later than 4:30 p.m., Atlantic Standard Time, Wednesday, November 17, 2021.

Email: GPD.SpecialSubmissions@barbados.gov.bb

13. Late submissions will not be accepted and will be returned unopened to the applicant.

14. The Government of Barbados reserves the right to accept or reject any application received.

Attachments:

<https://devbusiness.un.org/system/files/20211026%20%20BA-L1046%20EOI%20for%20E-Services%20Platform%20Firm.pdf>