

REQUEST FOR EXPRESSIONS OF INTEREST

CONSULTING FIRM



Public Financial Management and Performance Monitoring Component II: National Statistical System Business Process Review Consulting Firm

Institution: Inter-American Development Bank
Country: The Commonwealth of The Bahamas
Project: Public Financial Management and Performance Monitoring Reform
Project Number: BH-L1035
Loan Number: 3340/OC-BH
Process/Bid No.: 2.3
Sector: Public Financial Management
Deadline: April 3, 2019

The Ministry of the Finance (MOF) of the Commonwealth of the Bahamas has received financing from the Inter-American Development Bank (IDB), toward the cost of the Public Financial Management and Performance Monitoring Reform Project (PFM/PMR) and intends to apply part of the proceeds for consulting services. The consulting services (“the Services”) include providing technical expertise for a **review and revision of the business processes and technical specifications of the National Statistical System**. The work will involve identifying the strengths and weaknesses of the business processes for each statistical series, leading to business process reengineering. It will also identify the staff and resources needed to implement the new business processes and recommend the necessary resources, training and professional development that staff would need to support each new business process. This will ultimately result in a new organizational structure for the DOS as well as a change management program for the staff of the DOS.

Main deliverables include:

- Creating an inventory of all processes supporting the organizations, identifying core/primary and secondary business processes to be reviewed/ analyzed and reengineered as part of the reform effort.
- Identifying organization staff to participate in process modeling/value stream mapping/Kaizen events in support of process modeling
- Organize, lead and execute process modeling/value stream mapping/Kaizen events with appropriate organization staff to create “as-is” business process models using the Business Process Modeling Notation. Characteristics to be captured in each business process model include:(i) Actors, (ii) Activities, (iii) Systems, (iv) Decisions, (v) Start and End Points, (vi) Inputs and outputs
- Develop an implementation plan for the new processes featuring training, change management and communications strategies, and Information and Communication Technology (ICT) strategies that includes recommendations on features and characteristics of the functional and technical specifications required for each new business process; and the hardware and software to be utilized in each new business process;
- Provide training on the new “to-be” business processes including preparing procedural and training manuals on the new “to-be” business processes

The Ministry of Finance 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 perform the Services. Short lists shall comprise six firms with a wide geographic spread, with no more than two firms from any one country. Consultants will be selected in accordance with the International Competitive Bidding Selection procedures set out in the IDB’s: Policies for the Selection and Contracting of firms financed by the IDB **GN-2350-9**, and is open to all eligible bidders as defined in these policies. 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 a short list, the nationality of a firm is that of a country in which it is legally incorporated or constituted and in the case of the Joint Venture, the nationality of the firm appointed to represent it. Consultants will be selected in accordance with the International Competitive Bidding Selection method set out in Selection and Contracting of Firms Policies. Further information can be by email: pfmpmr@bahamas.gov.bs. Expressions of Interest must be submitted in a written form by email to pfmpmr@bahamas.gov.bs, Re: **National Statistical System Business Process Review and Technical Specifications** on or before 5:00 pm on April 3, 2019.