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Project Fiduciary Management Unit
Ministry of Finance
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GOVERNMENT OF SIERRA LEONE

EXTENTION FOR THE REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRM SELECTION)

ISSUE DATE 3rd November, 2020.

Project: Public Financial Management Improvement and Consolidation Project (PFMICP), Credit Nr. 53300-SL

Assignment Title: Consultancy Services for Cost Benefit Analysis Report of Hosting Options for E-procurement System in Sierra Leone

Reference No. SL-MOFED-202221-CS-CQS

The Republic of Sierra Leone has received technical assistance through the Public Financial Management Improvement and Consolidation (PFMIC) project toward the cost of the introduction of e-Government Procurement (e-GP) in Sierra Leone and intends to apply part of the proceeds for Consulting Services.

This Consultant will assist the government in preparatory works related to improving readiness for e-Procurement and it includes the activity of building a hosting solution by putting together a cost benefit analysis (CBA) of the various hosting options for the e-Procurement system of Sierra Leone. This activity will help to prepare the IT infrastructure groundwork for the development and adoption of a nationwide e-Government Procurement (e-GP) system in accordance with the existing new procurement legislation and international best practices in the country.

SCOPE OF SERVICES

The consulting firm consultant will work with the NPPA team to develop a cost benefit analysis for the hosting of the e-Government Procurement system.

Government agencies have increasingly adopted Information Technology (IT) systems to enhance efficiency, effectiveness, and transparency in their operations. These IT systems will need to be deployed in a reliable server environment, for the services to be accessible over the Internet. The consulting firm is required to do the requisite data collection and prepare a Cost Benefit Analysis report on the various hosting options. This report shall address the requirements as defined below:

- a. Key assumptions:
 - i. Application Server infrastructure sizing:
 1. 6 physical servers (4 x 2 CPU machines and 2 x 4 CPU machines), all rack servers

2. 2 server racks
3. 1 SAN storage with an estimated 20 TB of data storage.
- ii. Location: The report can assume that the Cost Benefit Analysis is being prepared to address the requirements in the African continent.
- b. List down the server-side Bill of Quantities (BoQ) required to host an IT application over the Internet. Against each BoQ item and for each of the 4 hosting options:
 - iii. Identify whether the item should be supplied by the IT Project or the Data Centre.
 - iv. Specify the purchase and rental costs of the items, listed under the different hosting options as applicable.
- c. Provide a brief explanation about the 4 hosting options and their respective pros and cons.
- d. A brief analysis on the current state of readiness of the server hosting options (i.e.) for collocation and cloud services.
- e. Prepare a questionnaire to gather the technical and commercial requirements about the data centre for obtaining co-location services.
- f. A cost comparison of 3 cloud service providers for a pre-defined application server infrastructure from local, regional and international providers
- g. Analyze the suitability of these 4 hosting options for setting up the Disaster Recovery set-up.
- h. Scenario based recommendations as applicable for using the different hosting options.

The report submitted by the consulting firm shall detail all the requirements listed above.

Deliverables and Timeline

The Consulting Firm should provide NPPA with services as per the schedule of activities and deliver reports, plans and other documentation.

For each of the assignment planning phases, the Consultant shall need to deliver at least the documents listed below:

- ✓ Preliminary Report with objectives and timelines
- ✓ IT infrastructure as-is analysis and the preparation and plan for server hosting
- ✓ Final Cost Benefit Analysis Report with recommendations.

Qualification and Experience

The Firm must have key staff which match the following criteria:

Technical Expert

The Technical Expert must have a master's or higher degree in either computer science, information technology, business, public administration or related field. The expert should have at least 10 years' experience in hosting and cloud solutions and should have successfully implemented one similar contract in a developing economy.

The successful key staff should have demonstrable experience in IT infrastructure and cloud solutions and proven experience in developing cost benefit analysis for hosting

solutions for government information systems. The expert should have general professional experience with minimum 10 years of overall professional experience and minimum 5 years of experience in managing projects similar in size and complexity in the area of public procurement. Additionally, the experience from providing expertise in similar projects preferably in the region. Specific professional experience will include minimum 5 years' experience in acting as liaison between beneficiaries and project teams to define customer needs with relevant experience on at least three Governance projects with a size of at least USD 50,000 and above.

Duration of Consultancy

The Consultancy shall be for a maximum period of three (3) months from the signing of the contract and due to the nature of this assignment, consultant or Firm should perform this task in Country.

Reporting Arrangements

The successful Firm will sign a contract with the Government of Sierra Leone through the Project Fiduciary and Management Unit (PFMU). The Director EGP of the NPPA will provide technical oversight for the implementation of the assignment.

Expressions of interest for this assignment should include:

- The methodology and tools to collect, analyze and present findings;
- Detailed Curriculum Vitae (CV) of the consultant;

The Project Fiduciary Management Unit of Ministry of Finance now invites your firm to indicate their interest in providing the Services. Your firm should provide information demonstrating having the required relevant experience and qualifications to perform the Services. The evaluation shall be based on the best qualifications and relevant experience of the firm.

The attention of interested consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 Revised November 2017 and August 2018 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest. (The Bank requires that firms involved in Bank IPF procurement shall not have a conflict of interest). The consulting firm will be selected in accordance with the Consultant's Qualification-Based Selection Method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours, 9:00am to 5:00pm Monday -Friday. **The extended date for submission of expression of interest must be delivered in a written form to the address below via email not later than Wednesday 2nd December, 2020 at 4:00pm. The detailed Terms of Reference (TOR) for the assignment can be obtained at the address given below.** Initial submission was Tuesday 17th November, 2020

**Project Fiduciary Management Unit
Ministry of Finance
Attn: Procurement Officer**

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