

GOVERNMENT OF SURINAME

CONSULTANCY SERVICES TO CONDUCT A FEASIBILITY STUDY FOR TECHNICAL, FINANCIAL AND LEGAL REQUIREMENTS FOR THE ESTABLISHMENT OF AN ELECTRONIC SINGLE WINDOW FACILITY

REQUEST FOR EXPRESSIONS OF INTEREST

1. BACKGROUND

1.01 The Government of Suriname (GOS) has received financing by way of a grant from the Caribbean Development Bank (CDB) pursuant to the CARIFORUM-EU Economic Partnership Agreement (EPA) Standby Facility for Capacity Building under the 10th European Development Fund (EDF) in an amount not exceeding the equivalent of Two Hundred and Twenty-eight thousand, one hundred and forty United States dollars (USD228,140) towards the cost of the Feasibility Study for Technical, Financial and Legal Requirements for the Establishment of an Electronic Single Window Facility. The Ministry of Trade and Industry (MTI), the Executing Agency of the Project, intends to apply a portion of the proceeds of this financing to eligible payments under a contract for which this invitation is issued, pursuant to the Financing Agreement between CDB and GOS.

1.02 Payments by CDB will be made only at the request of GOS and upon approval by CDB, and will be subject in all respects to the terms and conditions of the Financing Agreement. The Financing Agreement prohibits withdrawal from the financing account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of CDB, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than GOS shall derive any rights from the Financing Agreement or have any claim to the proceeds of the Financing.

2. SCOPE OF CONSULTANCY AND ELIGIBILITY CRITERIA

2.01 The MTI now intends to procure consultancy services for the Feasibility Study.

2.02 The objective of the consultancy is to conduct a feasibility study to advise the GOS on the technical, legal and financial requirements for the establishment and operation of an Electronic Single Window. The duration of the assignment is expected to be for a period of 180 person days over a period of 12 calendar months.

2.03 The MTI now invites interested eligible consulting firms to submit Expressions of Interest for the provision of these consultancy services.

2.04 Consultants shall be eligible to participate if:

- (a) in the case of a body corporate: it is legally incorporated or otherwise organised in an eligible country, has its principal place of business in an eligible country and is more than 50 per cent beneficially owned by citizen(s) and/or *bona fide* resident(s) of eligible country(ies) or by a body(ies) corporate meeting these requirements;
- (b) in the case of unincorporated firms, the persons are citizens or *bona fide* residents of an eligible country; and

- (c) in all cases, the consultant(s):
- (i) has no arrangement and undertakes not to make any arrangements, whereby any substantial part of the net profits or other tangible benefits of the contract will accrue or be paid to a person not a citizen or *bona fide* resident of an eligible country;
 - (ii) is not bankrupt or insolvent or in the process of either, or having their affairs administered by the Courts, has not entered into an arrangement with creditors, or is in any analogous situation arising from similar procedures provided for in their national legislation or regulations;
 - (iii) has not been convicted of an offence concerning their professional conduct by a judgment which has the force of *res judicata*;
 - (iv) has not been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the EU's financial interest;
 - (v) is not guilty of misrepresentation in supplying the information required as a condition of the participation in the procedure or if they fail to supply this information; and
 - (vi) does not expose a conflict of interest

2.05 Consultants from Suriname and other member countries of CDB, as well as EU Member Countries, which are not CDB Member Countries, and other countries which are eligible under EU procurement provisions,¹ will be eligible to participate in these procurement opportunities.

3. SELECTION CRITERIA

3.01 In the assessment of submissions, consideration will be given to firms which demonstrate the following:

- (i) Available resources with the requisite technical competence, qualifications and experience, including: post graduate qualifications in economics/international trade/ business administration/organisational development/trade law or international law and civil law/management of information system;
- (ii) Available resources with local and regional experience on similar assignments (including best practice in trade transactions, shipping, customs operations in developing countries);
- (iii) Available resources with excellent command of Dutch and English
- (iv) financial capacity; and
- (v) existing commitments.

4. SUBMISSION OF EXPRESSIONS OF INTEREST

¹ External action financial instruments and European Development Fund, Rules on participation in procurement procedures and grants, [a2a_ecprogrammes_eligibility2014_2020_en.doc](#), page 7 of 11.

4.01 Expressions of Interest must be submitted in English and electronically by email to henna.djosetiko@minhi.gov.sr in pdf format no later than 1630 hours Suriname time on Friday, July 31, 2015. The email subject line should state “**Expression of Interest – Feasibility Study**” and the email body must state the name and address of the applicant. The Expression of Interest will be deemed to have been received at the time that it is received by the Project Coordinator. The burden of proving receipt of the e-mail will be on the applicant and will not be met solely by a read receipt or sent items report generated by the bidder’s computer. In addition, three (3) hard copies of the Expressions of Interest must be received at the first address below no later than 1630 Suriname time on Friday, July 31, 2015 and one hard copy must be sent simultaneously to CDB at the second address below. The sealed envelope containing each submission should include the name and address of the applicant and shall be clearly marked “**Expression of Interest – Feasibility Study.**” GOS reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not short-listing any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

5. SELECTION METHOD

5.01 The selection method shall be Quality and Cost-Based selection. Therefore, following the receipt of submissions, firms shall be assessed and compared and a short-list, not less than three (3) and not more than six (6) firms, will be provided with the full Terms of Reference and invited to submit technical and financial proposals to undertake the assignment.

6. REQUEST FOR INFORMATION

6.01 All information or request for information must be submitted in English. Further information may be obtained from the first address below between 0800 and 1630 hours Monday to Friday.

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