REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING FIRM)

Development of an IT Tax Administration System (TAS) for Africa - Feasibility Assessment

(MULTINATIONAL)
Regional Institutional Support Project for Public Financial Governance Phase II

Governance
Financing Agreement reference: 2100155042069
Project ID No.: P-Z1-KFO-075

The African Tax Administration Forum (ATAF) has received financing from the African Development Fund toward the cost of the Regional Institutional Support Project for Public Financial Governance – Phase II (RISPFG) and intends to apply part of the agreed amount for this Grant to payments under the contract for services of a consulting firm to conduct a feasibility study to evaluate the development of an IT Tax Administration System (ITTAS) for Africa.

ATAF requires a firm to conduct a feasibility study to determine the viability of the intended project by assessing the following areas (amongst others to be determined):

▪ Defining the problem statement;
▪ Defining and analysing the functional and technical requirements for a Tax Administration System for Africa;
▪ Assessing the legal feasibility, technical feasibility, and operational feasibility of the solution;
▪ Determine the scheduling feasibility for the solution; and
▪ Assessing the economic feasibility.

ATAF expects firms to provide a recommendation in terms of the viability of the solution, the ideal approach and framework for developing and implementing the solution, as well as a recommended path to a fully functional system. The study is expected to be conducted via desk research and field visits to relevant member country sites (to be determined) and it is expected to be completed within 18 months.

Firm Experience and Credentials
Firms should display the following in their response:
▪ Company size (turnover, number of resources)
▪ Experience implementing similar projects in size and complexity over the past 5 years.
▪ Experience of working with complex, multi-system environments particularly operations of Tax Administrations or similar ICT systems,
- Capabilities including requirement analysis, system design and architecture, research projects and diagnostic projects, reengineering and process mapping and project management,
- Demonstrated experience of writing requirement/specifications of technology related products,
- Proposed team leaders must have a minimum of 10 years’ relevant prior experience in review, design or implementation of ICT projects and should possess basic knowledge of project management,
- Knowledge and awareness of current Tax Administration software, tools, products, and good practices,
- Experience working in Africa in the public sector,
- Experience working with donor funding agencies (e.g., AFDB, WB, IMF, etc.), and
- Ideally, multilingual resources that can operate across African countries.

Experts
It is expected that the following list of experts may be involved in the project. Firms should ensure these resources (or capabilities) are available and suggest any further experts or resources that may be required to deliver the project.
- Project Manager/Team Leader
- Tax Administration expert(s)
- Tax Policy/Legal Specialist
- Business (functional) Analyst
- Systems (technical) Analyst
- Systems Architect
- Researcher

The African Tax Administration Forum now invites eligible consulting firms to indicate their interest in providing these services. Interested firms must provide information indicating that they are qualified to perform the services, including the following:

1. Brief description of Firm detailing home base location, number of years in existence, number of staff, description of services
2. List experience in similar domain (with specifics on client, project details, duration, cost, and Firm role on the project)
3. Overview of understanding of current Tax Administration landscape across Africa
4. Motivation of applicable experience and indication of capability to fulfil the requirements for the study
5. List and profiles of resources that will be included on the project team. (Note: CVs will not be required or reviewed at this stage)
6. Brief description of approach and methodology to fulfil the feasibility study

Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African Development Bank’s “Procurement Framework for Bank Group Funded Operations” dated 2015, which is available on the Bank’s website at http://www.afdb.org.

Interested consulting firms may obtain further information and detailed Terms of Reference at the address below during office hours (8:00am to 4:00pm South African Time).

Expressions of interest must be delivered to procurement@ataftax.org by 20th May 2024 and indicate subject “Development of an IT Tax Administration System (TAS) for Africa - Feasibility Assessment”.

Attn: ATAF Corporate Services Unit
Nune Mandala, Procurement Specialist
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4 Daventry road, Lynnwood Bridge
Email: procurement@ataftax.org