

Request for Expressions of Interest for
Design of Single Unified Registry System (SURS)
(ref no. MK/SSIP # 1.1.3)

Republic of North Macedonia
Social Insurance Administration Project (SIAP)
IBRD Loan No. 9036-MK
Project ID No. P170343

Consulting Services: Design of Single Unified Registry System (SURS)

Expressions of Interest

Republic of North Macedonia has received loan from the International Bank for Reconstruction and Development (IBRD), and intends to apply part of the proceeds of this loan to payments under the contract no.: MK/SIAP # 1.1.3 for Design of Single Unified registry System (SURS).

The objective of this assignment is: design a new single unified registry system (SURS), including a unified single individual contributor database as its' centre-piece.

The detailed TOR (Terms of reference) for the assignment is posted on the website of the Ministry at www.mtsp.gov.mk (<http://mtsp.gov.mk/siap-proekt-za-administriranje-na-socijalnoto-osiguruvanje.nsp>)

The consultant firm shall possess the following relevant qualification

- ISO 9001 valid certificate,
- Should have performed at least one similar assignment in the Region in the past five years (name of the assignment, description, duration, contract amount, reference),
- Demonstrable and verifiable expertise (name of the assignment, description, duration, contract amount, reference) in (minimum):
 1. unified e-services for public administration
 2. business process analysis and business operations systems design
 3. ICT systems analysis
 4. ICT systems design
 5. ICT systems strategy and management
 6. database design
 7. organization systems design
 8. governance systems design
 9. data migration

10. project management life cycle

- Considerable experience in social insurance or general tax revenue registration, collection and enforcement in similar environment
- Experience of social insurance projects in ex-Yugoslavia and/or the region will be considered an advantage
- Recent experience of working with development of large-scale relational database systems
- A good understanding of modern social security client registration and contributor database systems and
- A good understanding of contributor-related compliance and enforcement systems
- Experience and knowledge in Financial management
- Experience and knowledge in Human resources management
- Experience in preparation of Specifications of Integrated ICT system solutions
- Experience and knowledge in Deployment of electronic Document Management Systems in multi-channel and high data-flow environment
- Considerable experience in business processes analysis and design
- Experience in projects preparing and migrating data from existing databases to new modern database for use by many organizations
- Experience in preparing terms of reference and technical specifications for procurement purposes
- Expertise in legal matters
- Expertise in data analytics
- Fluent English language capability
- Fluent Macedonian language capability

The Ministry of Labor and Social Policy of the Republic of North Macedonia (MLSP) now invites eligible consultants to indicate their interest in providing the services. Interested consultants must provide information indicating that they are qualified to perform the services (company portfolio, description of similar assignments, experience in similar conditions, etc.).

Consultants may associate to enhance their qualifications. The “association” may take the form of a Joint Venture or a sub consultancy. In case of a Joint Venture (JV), all members of the JV will be evaluated jointly for the purpose of short listing and shall be jointly and severally liable for the assignment and shall sign the contract in case of award is made to that JV group. The qualifications of the sub-consultant shall not be taken into consideration. Interested consultants should clearly indicate the structure of their “association” and the duties of the partners and sub consultants in their application. Unclear expression of interests in terms of “in association with” and/or “in affiliation with” and etc. may not be considered for short listing. Keeping one expression of interest per firm as principle, a consultant firm may decide whether it wishes to participate as a sub consultant or as an individual consultant or as a partner in a joint venture. Please note that a firm shall submit only one EOI in the same selection process either individually as a consultant or as a partner in a joint venture. No firm can be a sub consultant while submitting an EOI individually or as a partner of a joint venture in the same selection process. A firm, if acting in the capacity of sub consultant in any

consultant or JV, may participate in more than one consultant, but only in the capacity of a sub consultant.

Selection method and contract: The selection method is QCBS- Quality and Cost Based Selection and the contract shall be Lump Sum according to the World Bank Procurement Regulations for Investment Project Financing (IPF) Borrowers – Procurement in IPF of Goods, Works, Non-Consulting and Consulting Services, (Regulations) issued in July 2016, revised November 2017 and August 2018, www.worldbank.org.

Interested consultants may obtain further information from 08.30 to 16.30 hours at the following contact details: Maja Bundaleski, Procurement officer; E-mail: maja.bundaleski@mtsp.gov.mk.

Expressions of interest should be delivered by mail on the following mail address: maja.bundaleski@mtsp.gov.mk.

Final date for submission of expression of interest is January 20, 2021 at 16:00 hrs