

IDB66-791/11

GUYANA

MODERNIZATION OF JUSTICE ADMINISTRATION SYSTEM

Consulting services

DEVELOPMENT AND IMPLEMENTATION OF ORGANIZATION AND MANAGEMENT STUDY -
HIGH COURT REGISTRY

Loan No. LO-1746/SF-GY

Request for Proposals

8 February 2011

The Government of Guyana and the Inter-American Development Bank have entered into a loan for the Modernization of the Justice Administration System. The High Court as a Participating Agency has established a Project Executing Unit (PEU) and will be responsible for the execution of activities under Subcomponent 1 of the Loan – Enhancing Institutional Capacity.

The PEU-HC is now inviting applications from firms with suitably qualified individuals to work in partnership with the Registry of the Supreme Court of Guyana to develop an Organization Study for the High Court Registry and implement approved recommendations of the study. This study is required to focus on Human Resources Management policies and the development of a transparent Financial Management System.

*Summary of the qualifications and skills specification:

--Prior experience conducting organization and management studies

--Prior experience conducting diagnostic studies of financial system as well as conducting financial system reorganization

A copy of the bidding documents can be obtained by sending a request to the e-mail address below. Applications must comply with the requirements of the bidding document.

The application should highlight the firm's qualifications, experience relevant to the duties described in the bidding documents and accomplishments in previous related assignments.

A full curriculum vitae, including nationality, date of birth, work experience, educational qualifications, summary of professional skills and/or expertise and language proficiency should accompany the proposal.

Applications must be signed and made in triplicate (one original and two copies) dropped off at the tender box at the National Procurement Tender Administration Board (address below).

Applications must be placed in envelopes and be marked at the top "Consultancy: Organization and Management Study for the High Court Registry". The closing date for applications is Tuesday, 8 February 2011, at 08:59 hours.

National Procurement Tender Administration Board

Ministry of Finance Compound

Ministry of Finance

Main and Urquhart Streets

Georgetown, Guyana

E-mail: mjascoordinator@networksgy.com