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DB Reference N°: IDB-P753073-06/21

Country: Costa Rica

Institution: Inter-American Development Bank

Sector: Information and Communications, Information and Communications Technology, Marketing, Communications, Media and Design, General - Information and Communications, Printed Materials/Publishing

Deadline: 2021-06-25T00:00:00.00-04:00

Status: Published

Loan N°./Financing: 3488/OC-CR

Project: Costa Rica Border Integration Program (Programa de Integración Fronteriza)

Title: Contracting a Firm for mapping, reengineering, simplification, and awareness-raising for the Single Investment Window (VUI) procedures in the functionalities of Free Zones, Migration, and Auxiliary of the Customs Civil Service

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Borrower/Bid No:

INVITATION TO PRESENT EXPRESSIONS OF INTEREST

(PROFESSIONAL SERVICES)

County: Costa Rica

Institution: Ministry of Foreign Trade (Ministerio de Comercio Exterior de Costa Rica)

Project: Costa Rica Border Integration Program (Programa de Integración Fronteriza)

Sector: Integration and Trade Sector

Summary: Consultancy services for the mapping, reengineering, simplification, and awareness of the required procedures of the Single Investment Window (VUI) in the functionalities of Free Zones, Migration, and Auxiliary of the Customs Public Service.

Load: BID Nº 3488/OC-CR; Law 9451 of the 16th of May 2017 (Costa Rica**)**

Deadline: June 25, 2021

Summary:

The Ministry of Foreign Trade of Costa Rica (hereinafter COMEX) has received funding from the Inter-American Development Bank (hereinafter the "IDB" or "the Bank") for the Border Integration Program (hereinafter the "PIF") and intends to use part of the funds to contract the following Firm consulting service:

"Contracting a Firm for mapping, reengineering, simplification, and awareness-raising for the Single Investment Window (VUI) procedures in the functionalities of Free Zones, Migration, and Auxiliary of the Customs Civil Service."

Consulting services include alignment and awareness workshops for project stakeholders; the step-by-step mapping and characterization of the processes related to the establishment of companies under the Free Trade Zone regime, including the procedures required before the Ministry of Finance regarding Auxiliaries of the Customs Public Function and immigration processes; identification of the cost and time that each objective process costs the investor; carry out improvement proposals to the processes; carrying out a comparison of the objective processes with the greatest impact on investment with the best international practices; prioritization of the processes studied with the idea of automating them later in the VUI; training to the entities involved on the survey and mapping of the processes and the pilot or temporary joint work providing inputs and understanding of the deliverables of their work to the developer company in charge of the subsequent automation of the target processes.

TOPIC OF THE EXPRESSIONS OF INTEREST

COMEX invites eligible consulting firms to express their interest in providing the requested services. Interested consultants should provide information indicating that they have experience in projects that include the services of; optimization, redesign or reengineering of foreign or local direct investment processes in the following areas: foreign trade, free zones, and/or migration, and/or processes of the auxiliary of the customs public function.

The information requested in the previous paragraph must be provided in the form of a Summary Information Table whose format can be requested by sending an email to the following address: adquisiciones.pif@comex.go.cr

Joint expressions of interest may also be submitted by consulting firms (APCA), by future associated participants in order to complement their areas of expertise, without the need to submit the consortium agreement, but merely a letter of intent describing the essential contents of the consortium agreement, in particular, what each of the firms in the consortium (APCA) contributes.

Also, it is requested to provide a certificate of Registration of the company (copy or image) and certificate of legal representation, photocopy of document of identification of the owners and/or legal representative of the company, tax record, and fiscal solvency of the company's host country and audited financial statements for the past two years.

COMEX will carry out a competitive process for which consulting firms will be selected according to the procedures indicated in the Policies for the Selection and Hiring of Consultants financed by the Inter-American Development Bank (https://www.iadb.org/es/projects/adquisiciones-de-proyectos) and all interested parties from countries of origin who are eligible, as specified in said policies, may participate in it.

RECEPTION OF EXPRESSIONS OF INTEREST

Expressions of Interest must be submitted digitally, duly signed, and contain the Summary Information Table and other documents and sent to the following address: adquisiciones.pif@comex.go.cr no later than June 25, 2021, at 23:59.

CONTACT INFORMATION

Coordinating Unit of the Border Integration Program of the Ministry of Foreign Trade of Costa Rica

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