

IDB269-611/03

Country: BARBADOS
Program: ADMINISTRATION OF JUSTICE PROGRAM
Sector: Public Sector Administration
INTEGRATED JUSTICE INFORMATION SYSTEM
Loan No. 1332/OC-BA
Expressions of Interest

This request for expressions of interest follows the general procurement notice for this project that appeared in *UN Development Business* No. 589 of 31 August 2002.

The Government of Barbados has received a loan from the Inter-American Development Bank (IDB) to assist in financing the establishment of an Integrated Justice Information System (IJIS), and it intends to apply part of the loan proceeds to payments under a "build, own and operate" contract: design, installation and maintenance of an IJIS.

The IJIS will have to include information from and must meet the information needs of: (a) the office of the Attorney General, (b) the Royal Barbados Police Force, (c) the prosecutors, (d) the courts, (e) the corrections agencies, (f) the National Council on Substance Abuse, (g) the National Task Force on Crime Prevention, and (h) all other relevant stakeholders in the Justice Sector; as well as be able to extend to (i) the Immigration Department, and (ii) the Customs and Excise Department.

It must also meet the needs of the public, in the sense of facilitating the generation of information about crime and justice.

Specifically, the services that will be required to achieve an IJIS are expected to include the following:

- *Information and Communication Technology, which will deliver the technical infrastructure - the backbone and the technical platform of the IJIS.
- *Application Development and Maintenance, which will provide to end users the functionality that will enable the capture and maintenance of high quality data.
- *End-User Support, which will help users in the sector (e.g., police, prosecutors, courts, and so on) to overcome technical problems and to exploit the information systems that are made available to them.
- *Business Information and Knowledge Management, which will ensure that the information required by the criminal justice sector meets defined quality standards and is available in the form required by users in the sector.
- *Business Process Redesign and Change Management, which will ensure that efficiencies are introduced where required and that wider organizational and cultural changes and new ways of working are considered and addressed when implementing new IT systems.

The government will specify the service levels that must be achieved and the performance levels that will apply and will purchase these services from a private sector provider.

It is expected that the contract of works be undertaken in two phases:

*Phase I will constitute: (a) the conceptual design of the proposed system, (b) the implementation of a pilot project to test and confirm the applicability of the technology and its suitability, and (c) the final design of the full IJIS including maintenance and replacement regimes for the final installed and operational system.

*Phase II will consist of: (a) the implementation of the remaining aspects of the IJIS, (b) delivery of change management and business process reengineering services related to the operation of the IJIS, and (c) the implementation of the maintenance and replacement program for the specified contract period.

Services pertaining to the above should start in the first quarter of 2004 and last for up to seven years and be renewable annually.

The Justice Improvement Programme Secretariat, Office of the Attorney General, now invites eligible firms and consortia to express their interest in providing the services. Interested firms must complete the prequalification document, letter of application and submit the relevant documentation indicating that they are qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, financial capacity, access to appropriate technology, availability of appropriate skills among staff, etc.). Companies may associate to enhance their qualifications. However, firms, joint ventures or partnerships submitting an expression of interest must be from IDB's member countries. A separate prequalification document must be completed for each member of any joint venture or partnership that submits expressions of interest in relation to this contract.

IDB's applicable rules will apply in determining eligibility of the applicants, and works under this contract will be subject to the provisions of the above-mentioned loan for the Administration of Justice Program between the Government of Barbados and the IDB. All corporate applicants must include with their application a copy of the Company's Certificate of Incorporation as evidence of the fact that it is an existing registered company as of the date of application. The certificate must be in the name of the applicant. Failure to provide such a certificate will render the submission ineligible for prequalification.

Applicants incorporated in Barbados are advised that the above-referenced certificate means a Certificate of Incorporation issued under the 1985 Companies Act of Barbados or, where applicable, a Certificate of Continuance and/or a Certificate of Amalgamation, or a Certificate of Amendment. Certificates must be dated after 31 December 1984.

Any firm incorporated outside of Barbados, which is eventually awarded a contract by the Government of Barbados, must register as an external company under the Companies Act of Barbados and be aware of and adhere to the Labour Clauses (Public Contracts) Act, CAP 349.

Firms seeking to be prequalified are required to submit a completed prequalification application form. Interested applicants may obtain further information and applications forms from the Justice Improvement Program Secretariat between the hours of 0830 and 1630 (Barbados time), Monday through Friday, except on public holidays, at the first address below.

Application forms will be made available upon payment of a non-refundable fee of BDS\$ 100, or its equivalent in a freely convertible currency, in the form of a certified check, Bank draft or international money order, made payable to the Accountant General.

Consultants applying for this work must be fluent in English. Applications will be evaluated in accordance with the following criteria:

- *General background and organization of the firm
- *Financial capability
- *Similar work experience in the supply and installation of information systems
- *Prior experience in Barbados or in countries with similar conditions
- *Language proficiency
- *Use of local consultants

A shortlist of eligible firms will be invited to submit technical and financial proposals for the delivery of the service. The terms of reference and the contract documents will be made available to shortlisted firms only.

Four copies (one original and three copies) of the expression of interest, in English, must be submitted no later than 1630 hours (Barbados time) on Wednesday, 17 September 2003, in sealed envelopes clearly marked "Expression of Interest for the Design, Installation and Maintenance of an Integrated Justice Information System - Barbados Administration of Justice Program", and placed in the tenders box located

at the second address below. Late submissions will not be accepted and will be returned unopened to the applicants.

The Government of Barbados does not bind itself to accept any application received.

(1) Justice Improvement Programme Secretariat

Attn: Program Director

2nd Floor, Goding House, Spry St.

Saint Michael, Barbados

Tel: (246) 427-7579

Fax: (246) 427-8061

E-mail: jips@caribsurf.com

(2) Special Tenders Committee

Central Purchasing Department

Attn: Chairman

Holborn Circle, Fontabelle

Saint Michael, Barbados

Tel: (246) 427-3024

Fax: (246) 429-3497