

BRAZIL**MODERNIZATION AND INSTITUTIONAL STRENGTHENING OF CVM****Sector: Public Sector Management****IMPLEMENTATION OF A DOCUMENT MANAGEMENT AND WORKFLOW SYSTEM****Technical Cooperation No. ATN/MT-7887-BR**

The Comissão de Valores Mobiliários – CVM (Brazilian Securities and Exchange Commission), a government bureau that regulates Brazilian stock market, funded by a technical cooperation agreement with the Inter-American Development Bank (IDB) through its Multilateral Investment Fund, intends to install a GED/Workflow system to run its document management processes in digital media, and to make all relevant information available online through a web site.

CVM invites eligible consultants to express their interest in providing the services. These consultants must prove their skills in: document organization, document scanning and indexing, business process evaluation, workflow process mapping, and knowledge of imaging and workflow software solutions.

The project will involve the supply of software and services to prepare and scan 4,000,000 pages of relevant documents; the preparation, scanning and indexing for full text retrieval of other 700,000 pages; and the implementation of document management/business rules of a particular department in a workflow software, according to CVM specifications.

The information to be provided by the interested consultants should be the following:

- Background in document imaging:
 - This will be proven by a declaration testifying they have already provided similar services and are therefore qualified to perform the activities referred above.
 - A brief description of the methodology used in these similar works
- Previous experience in Brazil or Latin American countries;
 - Resume of each member of the consulting team (personnel) and respective nationalities
 - Domain of the Portuguese language mandatory
 - Any other documents and information which prove the consultants' experience and ability to execute the services above mentioned

Consultants will be selected in accordance with the procedures set out by the IDB.

Interested consultants may obtain further information at the address below. Expressions of interest must be delivered to the same address by no 19 December 2003.

Comissão de Valores Mobiliários
Superintendência Administrativo-Financeira
A/C Mr. José Alexandre Cavalcanti Vasco
Rua 7 de Setembro 111, 3º Andar, Centro
CEP 20159-900 Rio de Janeiro, RJ, Brazil
Tel: (55-21) 3233-8564
E-mail: gapbd@cvm.gov.br

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