



INFORMATION AND COMMUNICATION TECHNOLOGY AGENCY OF SRI LANKA

REQUEST FOR EXPRESSIONS OF INTEREST

Assignment Title: Procuring a Consultancy firm to assist ICTA to procure a Service Provider for managing NDF Centers' staff

Assignment Number: ICTA/GOSL/CON/CQS/2016/161

Information and Communication Technology Agency of Sri Lanka (ICTA) is the apex government agency for Information and Communication Technology (ICT) in Sri Lanka which has been mandated to take all necessary measures to implement the Government's Policy and Action Plan in relation to ICT.

Household Transfer Management System (HTM) is one of the key projects initiated by ICTA envisioning to issue digital identities for every citizen through the establishment of National Digital Facilitating (NDF) Centers Island wide which are supposed to be operated with the assistance of nearly 1800 enrolment and Management staff. Hence, ICTA intends to procure and obtain the services of a consultancy firm in order to assist ICTA and the Technical Evaluation Committee with formulating the description of services along with the other aspects involved in the procurement for obtaining a service provider to entrust the responsibilities of recruitments, related operational work and managing the NDF Centres' staff.

ICTA now invites Expressions of Interest (EOIs) from firms that are willing to undertake the above assignment. EOI must include requested information as specified in the "EOI Information Form" along with documentary evidence in support of core business and years in business, Financial, Business and Administrative strength/standing, qualifications in the field of assignment, experience in carrying out assignments of a similar nature and complexity, technical and managerial organization of the firm, technical capabilities and appropriate skills of key staff of the organization and other relevant information.

The "Brief of Scope" and "EOI Information Form" documents are now available at ICTA for further information. Interested parties may download these documents from the website <https://www.icta.lk/procurement/>

Consulting firms will be selected in accordance with the procedures set out in the Government Guidelines: Selection & Employment of Consultants; following Consultants Qualification Selection (CQS) method. All interested parties are informed that all documentations shall be in English Language.

Interested parties may obtain further information from Director Procurement & Head Administration, ICTA by contacting via Phone: +94 11 2369099, Fax: +94 11 2369091 and email: procurement@icta.lk.

Expressions of Interest including all requested information must be delivered no later than **1500 hrs on December 02, 2016** either: (i) electronically to; procurement@icta.lk or (ii)

hand delivered or (iii) by post to the address; Director Procurement and Head Administration
C/o, Managing Director, ICTA, 2nd Floor, 160/24, Kirimandala Mawatha, Colombo 05, Sri
Lanka.

Envelope containing the Expressions of Interest and subject filed of e-mail should be marked
**“Procuring a consultancy firm to assist ICTA to procure a Service Provider for managing
NDF Centers’ staff - ICTA/GOSL/CON/CQS/2016/161”**

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November 17, 2016