



INFORMATION AND COMMUNICATION TECHNOLOGY AGENCY OF SRI LANKA

Request for Expressions of Interest (EOI)

Assignment Name: eDS Baseline Survey at 4 Divisional Secretariats

Contract No: ICTA/GOSL/CON/CQS/2017/19

The Information Communication Technology Agency of Sri Lanka (ICTA) that functions under the purview of Ministry of Telecommunication and Digital Infrastructure has been mandated to take all necessary measures to implement the Government's Policy and Action Plan in relation to Information and Communication Technology (ICT). ICTA has embarked on a series of ICT Development initiatives for the implementation of Digital Infrastructure solutions and other projects across multiple sectors especially to address the requirements for making Sri Lanka a digitally empowered nation. Assisting the public sector organizations in adopting appropriate ICT solutions for promotion of productivity and efficiency is one of the major functions assigned to ICTA. Therefore, ICTA has been encouraged to implement many initiatives to increase the use of ICT in the government sector to fulfil the government's vision.

In order to satisfy the Divisional Secretariat (DS) requirements, it is required to do the baseline survey to identify the current status on DSs. Therefore ICTA has decided to initiate a project to identify the level of current status of DSs prior to the system implementation. As part of this baseline survey, ICTA projects require gathering diverse data with broad coverage first to establish baselines and then to measure outcomes and impact. This project has been named as eDS Baseline Survey at 4 Divisional Secretariats.

ICTA now invites Expressions of Interest (EOIs) from interested eligible Consulting Firms that are willing to take up to do a Process Study and Business Process Re - engineering solution for Divisional Secretariat. 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 assignments in similar nature, experience in carrying out assignments of a similar scope 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 of Services**" 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>. Firm will be selected in accordance with the procedures set out in the Government Guidelines: Selection & Employment of Consultants following selection on consultant qualification (CQS) method. All interested parties are informed that all documentations shall be in English Language

Interested eligible Business Process Re engineering Consulting Firms may obtain further information from Mr. Gamini Karunaratne, Director- Procurement of the 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 July 21, 2017** either: (i) electronically to; procurement@icta.lk or (ii) hand delivered or (iii) by post to the address; Director Procurement, C/o, Managing Director/Chief Executive Officer, Information Communication Technology Agency 160/24, 2nd Floor, Kirimandala Mawatha, Colombo 05, Sri Lanka.

Envelope containing the Expressions of Interest and subject field of e-mail should be marked "**Expressions of Interest for eDS Baseline Survey at 4 Divisional Secretariats. - ICTA/GOSL/CON/CQS/IC/2017/19**".

Chairperson
Project Consultant Procurement Committee
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