

TERMS OF REFERENCE FOR NATIONAL CONSULTANTS TO STUDY AND ANALYZE E-GP SYSTEM

Project name: Smart Government II project
Project Number: P176631
Terms of Reference: Study And Analyze E-Gp System
Reference Number: 2.1.2.1

A. BACKGROUND

Through World Bank's support, The Smart Government II Project aims to improve the usability and efficiency of online public services to citizens and businesses, and to increase digital skills and digital-enabled jobs.

The Smart Government II Project has five components that collectively contribute to building a whole-of-government approach for public services and public sector transformation, and the development of Mongolia's digital economy:

Component 1. Enabling Environment for Digital Transformation. To strengthen policies and regulations for digital transformation, conduct change and stakeholder management for the Project's digital government investment, and promote online engagement of citizens.

Component 2. Transforming Digital Government. To develop a digital service standard for public services and digitize selected public services, implement or enhance strategic digital services e.g., electronic procurement system, upgrade the National and Disaster Recovery Data Centres, and strengthen the Cybersecurity Incidence Response Team and Security of State Registration Data.

Component 3: Growing the Digital Economy. To provide digital skills training for civil servants and citizens, create digital-enabled jobs for 3,000 youths and support Small and Medium Enterprises to Adopt Digital Solutions.

Component 4: Project Management Support. To provide technical and operational support for project management and coordination, including financial management and disbursement, procurement, environmental and social risk and impact management, grievance redress mechanisms, and monitoring, reporting, and evaluation.

Component 5: Contingent Emergency Response. To provision for immediate response to an Eligible Crisis or Emergency, as needed.

The Smart Government II Project will be implemented by the Ministry of Digital Development and Communications (MDDC) as well as identified beneficiary agencies under the Project. The MDDC as lead implementing agency will be responsible for overall implementation, fiduciary, Environment, and Social Framework (ESF) compliance for the Project

B. RATIONALE

Since 2011, the Government of Mongolia has started to implement an electronic procurement system step by step, and during this time three different systems have been launched. In 2017, the current system was launched. Now more than 4,000 procuring entities organize 22,000 biddings through this system in these biddings around 17,000 companies participating annually. In accordance with the Action Plan of the Government of Mongolia for 2020-2024, public procurement is being transformed in order to decrease direct human involvement in a bid selection process through the application of artificial intelligence and state-of-the-art technology. On the other hand, the Parliament of Mongolia announced that the Public Procurement Law would be revised by 2024. Therefore, the Government of Mongolia submitted a revision of the law on December 14th, 2022. The Parliament of Mongolia approved the revision of the Public Procurement Law of Mongolia on June 16th, 2023, and it will be enforced from December 1st, 2023.

According to the concept of the revision of the Public Procurement Law, there are main five categories: (i) advancing the bidding process through electronic transactions and decreasing direct human involvement in the bid evaluation process, (ii) ensuring procurement transparency through the electronic system, and

revealing bidding data completely, contract implementation, (iii) enabling procurement process from planning to contracting and simplifying procurement methods, (iv) supporting domestic goods, (v) increasing sanctions for procuring entities and advancing the debarment lists for bidders. Therefore, the system is necessary to meet with newly adopted legislation.

C. OBJECTIVES

The objectives of this assignment are to prepare technical and functional requirements for the development of the e-GP system upgrade based on the newly adopted Public Procurement Law of Mongolia, and according to the below-indicated tasks and provide comprehensive recommendations on the potential inclusion of new features, including cyber security aspects, open data standard, AI technology, blockchain technology, etc. that would make the system fully operational for the whole range of procurement functions entrusted to the State Procurement Agency, Mongolia (SPA), provide technical assistance to an IT firm selection process, and monitor selected firm activities based on the prepared requirement.

D. SCOPE OF WORK

The consultant will work with the IT division of the SPA to complete the assignment.

The consultant shall be a national consultant to deliver the following key tasks:

- (i) study law, regulations, and legal documents that govern public procurement in Mongolia in relation to the assignment;
- (ii) meet and interview government officials responsible for the public procurement of Mongolia to collect necessary information, data, and practical issues in relation to the assignment;
- (iii) identify areas for improvement in the existing e-GP system upgrade based on newly adopted law, other legal acts and 13 criteria of the MAPS e-procurement module;
- (iv) draft technical and functional requirements for the development of the e-GP system upgrade;
- (v) prepare/revise draft TOR for procurement of a firm to be selected for development of the e-GP system upgrade prior to the procurement;
- (vi) provide technical guidance to a firm selected for development of the e-GP system upgrade based on the technical and functional requirements prepared upon selection of the firm; and
- (vii) monitor and supervise the implementation of the contract for development of the e-GP system upgrade.
- (viii) Other tasks assigned by the SPA in relation to the assignment.

E. DELIVERABLES

- i) Submit recommendations for upgrading the e-GP system upgrade in line with the newly adopted law;
- ii) Submit Terms of References for upgrading the e-GP system based on law revision and with incorporated additional features inclusive of advanced data analytics;
- iii) Provide feedback on the selection process for selecting a firm for the development of the e-GP system upgrade;
- iv) Monitor the e-GP system upgrading contract implementation.

F. DURATION OF SERVICE

The duration of the service will be 24 person-months.

G. QUALIFICATIONS

The Consultant should have the following skills.

- Experience in installing, configuring, documenting, testing, training, and implementing new software, and systems.
- High capability to analyze business models, and to have experience in using the relevant software.
- Strong understanding of principles and practices related to database maintenance and management.

- Comprehensive understanding of administration, management, and procurement processes, procedures, and best practices.
- Ability to review deliverables and processes for quality and completeness.
- Problem-solving skills with a demonstrated ability to exercise mature judgment.
- Prior experience working with government staff and/or consultants is an advantage.
- PMI Certified Associate in Project Management (CAPM) or Project Management Professional (PMP) is an advantage.
- Motivation to complete the work started and intended.

The Consultant shall meet the following requirements.

- The consultant should have a bachelor's or preferably master's degree in any of the following disciplines, such as but not limited to IT, marketing, public procurement, and consumer good research.
- It is preferred that this candidate has experience with Government procurement processes
- Must have at least 10 years of business analysis experience in IT, marketing, procurement, and product specification.
- Must have at least 7 years of relevant work experience in drafting functional and technical specifications, and developing IT systems.
- Must be fluent in written and verbal English. International assignments in a similar geographic area would be an advantage.

H. SUPERVISION AND REPORTING

The consultant will work under the guidance of the Director General of the SPA and submit a monthly report to the WB and SPA. The report shall contain the progress and status of the following deliverables (which could be repeated per each review, revision, and update, as required):

- Report on assessment and analysis of functions and operation of the current e-GP system;
- Report on comprehensive recommendations to improve and streamline the e-GP system, inclusion and exclusion of functions in the e-GP system that have not complied with the relevant laws and regulations, and 13 criteria of the MAPS e-procurement module;
- Report on supervision of the contract upgrading the e-GP system; and
- Report on other tasks completed in the scope of the assignment.

I. Deadline

The candidate should submit the following documents no later than 15:00 PM, April 05, 2023.

1. Curriculum vitae in English with a recent photo taken within the last 6 months;
2. Copies of diplomas and relevant certificates*;
3. Copy of national citizenship ID*;
4. Copies of the Labor and Social Insurance books (first page and subsequent pages indicating the employment mobility)*;
5. Reference or recommendation letters from current and/or previous employer;
6. Cover letter in English;
7. Any supporting document you may have to demonstrate your ability.

*Reference/statement from e-Mongolia is acceptable.