REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – INDIVIDUAL SELECTION)

LIBERIA
INTEGRATED PUBLIC FINANCIAL MANAGEMENT REFORMS PROJECT
(IPFMRP) II
Loan No./Credit No./ Grant No.:**P163243**

Assignment Title: Senior Data Base Administrator (DBA)
Reference No. : **2.1.35PPA**

The Government of Liberia has received financing from the World Bank, Swedish International Development Cooperation Agency (SIDA), the United States Agency for International Development (USAID), and the African Development Bank (AfDB) toward the cost of the Integrated Public Financial Management Reforms Project (IPFMRP) II, and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include

A. General Responsibilities:

- Design and implement a highly available and optimally performing database environment for LRA core business applications and databases.
- Provide technical support to identify, analyze, and resolve the challenges the SIGTAS system and issues in all LRA's databases
- Provide technical support to enhance the functionality of SIGTAS and maximize the utilization of the underutilized modules such as Audit & Risk, Collection & Enforcement modules, in order to continue to strengthen revenue collection as the new software is under procurement.
- Document all modifications to the current architecture
- Prepare a stabilization plan, implement and manage the stabilization work plan, document and report the activities performed every month.
- Be the full time counterpart and technical support to the local DBAs
- Provide SIGTAS and ASYCUDA support to functional and technical teams.
- Develop and implement clear training and knowledge transfer plan to transfer knowledge to LRA designated Champions to include the Local Counterpart and LRA technical team in Oracle database and Weblogic. Training plan will include practical written and hands on testing as a means of confirming the transfer of knowledge and skills.
- Provide support for the utilization of the Audit, Enforcement and other underutilized modules in order to continue to strengthen revenue collection as the new software is under procurement.
- Provide support for cleaning of the SIGTAS data and support migration of the data to the new system

B. Specific Responsibilities for support to Domestic Tax software systems:

The scope of responsibilities for the database management of domestic tax software systems will cover:

- The candidate will design, implement and maintain and fine tune databases associated with core business applications including ASYCUDA, SIGTAS or TAS and any other software components needed to support the LRA automation.
- Develop database systems of graphical users interfaces, web modules, application reports, and any software components needed to deliver complete and functional ASYCUDA, SIGTAS and TAS application systems required by the LRA ;
- Perform all necessary , SIGTAS and TAS software maintenance, including coding, testing, debugging, upgrading and modifications of software as requested by the LRA;
- Apply Database development methodologies as directed by Management to design, develop, implement and test database Systems and software components;
- Design, develop and implement Database Systems with specified technical specifications based on business requirements provided by Management.
- Develop and maintain database Systems and software documentation in order to facilitate maintenance and upgrade activities of databases.
- Work with the Functional Team and local DBAs to ensure proper testing and transition from current architecture to minimize interruptions in the tax payment process.

C. Specific Responsibilities for support to Customs software systems:

The scope of responsibilities for the database management of Customs software systems will cover:

- design, implement and maintain and fine tune ASYCUDA databases systems
- Integrate the ASYCUDA database with the reporting database to produce reports for stakeholders
- Configuring ASYCUDA database Systems in terms of database application configuration and installation
- To write, test and maintain the ASYCUDA database Modules.
- Identify, analyze and fix by making appropriate changes/updates and to the database systems to ensure that the desired results are produced.
- Analyze, review, rewrite existing database components to increase operating efficiency or adapt to new requirements.

- Develops, maintains, and monitors procedures for all server backups' procedures.
- Work with the Functional Team and local DBAs to ensure proper testing and transition from current architecture to minimize interruptions in the tax payment process.

The detailed Terms of Reference (TOR) for the assignment can be obtained at the address given below.

The Ministry of Finance and Development Planning (MFDP) now invites eligible individuals ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

1. Strong background in Oracle database management system administration including the design and implementation of clustering and disaster recovery configuration ocumentation), including knowledge and experience with methodologies of database implementation lifecycle development
2. Knowledge and experience in implementation and administration of Oracle Weblogic Server, Forms and reports services
3. knowledge and experience in PL/SQL programming, Oracle Forms and Reports, Oracle Application Express
4. Comprehensive understanding of the SIGTAS and ASYCUDA Systems (all modules) including database structures & tables and business processes as it relates to Customs and Domestic tax operations.
5. Must have knowledge and experience in implementation, administration and providing technical support on SIGTAS system (such as upgrade and migration of the DB and application, data extraction and reporting, system configuration and troubleshooting, automation of some operations, application server configuration)
6. Bachelor Degree in Computer Science, Information Technology, Computer Engineering, Electrical/Electronic Engineering, or related field from a recognize institution.
7. Oracle professional certification in Database administration and development
8. Must have experience working on Linux/Unix and ,Windows platforms
9. Experience working in West Africa, preferably Liberia is an added advantage
10. At least 8 years working experience performing similar requested services
11. Fluency in both written and spoken English

The assignment is for twelve (12) months.

July 2017

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Approved Selection Methods for Individual Consultants set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours from *0900 to 1700 hours*

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by 1700 hour on 5th January 2018.

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