

Request for Expressions of Interest

Russian Federation

Project: Judicial System Support Project

Loan: No. 17RU01

Assignment Title: Design, development, implementation and support of the FBS application information subsystems

Reference No: JSSP/QCBS/2.2.1

The Russian Federation has received financing ("the Loan") from the New Development Bank ("the NDB") toward the cost of the Judicial System Support Project, and intends to apply part of the proceeds for consulting services under the contract JSSP/QCBS/2.2.1 "Design, development, implementation and support of the FBS application information subsystems" ("the Contract").

This Project is implemented in accordance with Loan Agreement No. 17RU01 between the NDB and the Government of the Russian Federation dated April 16, 2018.

The FBS has developed and now operates its decentralized automated information system registered on 08.09.2011 under the number 0133 in the register of federal state information systems (hereinafter referred to as the "Existing System"), which has been developed and operates within the powers for development and maintenance of databases on institution of enforcement proceedings, ensuring methodological uniformity and coordinated functioning of information systems in the established sphere of activity provided for by the Decree of the President of the Russian Federation of 13.10.2004 No. 1316 "Issues of the Federal Bailiff Service" with a view to supporting the FBS in performing its state functions and providing state services. The Existing System, in particular, implements the following functions:

- Automation of key operations performed by FBS staff (case management, enforcement proceedings, debtors and property searches, accounting of funds, court practice, etc.);
- Information-analytical support;
- Reference data management;
- Operation control;
- Interagency interaction and external integration.

The Existing System is designed to automate operations of the majority of FBS employees (about 50,000 employees).

The main objectives of the Consultant's services are to reduce the time required for execution of enforcement documents, increase the speed and quality of enforcement proceedings and improve the efficiency of FBS staff by increasing the level of automation of their operations.

In order to achieve these objectives, the Consultant shall provide the services as detailed below for design, development, implementation, support and enhancement of application information subsystems (hereinafter referred to as "Subsystems") of the Existing System, including implementation of centralized topology and replacement of the relevant components of the Existing System. Subsystems shall be implemented using modern architectural approaches and development tools; functional coverage of components to be developed should be wider than that of the components to be replaced.

The Consultant is expected to provide the following services under the Contract:

1. Preparation of the Subsystem Development Concept.

The Subsystem Development Concept shall include the description of conceptual model of Subsystems, their goals and objectives, basic requirements and limitations, scope and structure, including functional, technical and organizational architecture, approaches to integration with existing systems and approaches to information security.

2. Subsystem design.

Design of Subsystems shall be performed in line with recommendations of GOST 34 and 19 and design results shall be issued in line with GOST 2.105-95. The technical design of Subsystems shall also include:

- Information security solutions consistent with regulatory requirements;
- Solutions for data migration from Existing System components being replaced;
- Solutions for introduction (replication) of Subsystems with the minimal impact on the FBS staff operations, including solutions for simultaneous operation of two sets of application information subsystems during the period of introduction;
- Assignment values for Subsystem components;
- Solution for organization of the process of interfacing and development of Subsystems;
- Requirements for the resources required to ensure functioning of Subsystems and for the environment in which they operate.

The Subsystem design process shall include the development of the architectural prototype. It must be able to function in the target technology stack. The prototype shall implement design solutions for horizontal scaling, fault tolerance at the level of the designed Subsystems, ensuring ergonomic characteristics, inter-component integration, basic solutions for information security, as well as implement fragments of FBS business processes to demonstrate its (prototype) performance.

The procedure for the management of changes in requirements for Subsystems shall be developed, among other things, at the Subsystem design stage. It shall include the procedures of fixation, analysis and implementation of the received requirements for changes in Subsystems, and also methodology for estimation of labor costs for the implementation of changes.

3. Development of Subsystems

The development of Subsystems shall be carried out based on technical design developed in line with paragraph 2 above.

Subsystems shall be implemented using open source software (open source software shall be used as components of technological stack (DBMS, application server, etc.).

The Subsystem development process shall also include the development of integration components supporting joint work of Subsystems and Existing System components being replaced during the period of their introduction.

The Subsystem development process shall also include preliminary tests and certification of information protection tools. The Consultant shall conduct preliminary tests using its equipment.

4. Introduction of Subsystems (pilot operation of Subsystems at pilot sites).

No more than three FBS regional pilot sites shall take part in the pilot operation.

Pilot operation shall include integration of new Subsystems with existing subsystems of FBS AIS at other (not pilot) sites of FBS.

As part of pilot operation, the Consultant shall ensure:

- Deployment of Subsystems;
- FBS AIS certification adequate for pilot operation of Subsystems at pilot sites;
- Face-to-face training of Subsystem users in pilot regions, followed by assessment of their knowledge;
- Data migration, including repeated migration, support for acceptance of migration results;
- Presence of its specialists (Consultant's specialists) at the pilot operation sites;
- Provision of service to ensure Subsystems operation in the scope as specified in clause 7;
- Registration of Subsystem users' proposals on enhancement of Subsystems, followed by analysis of their proposals. Enhancement of Subsystems based on the results of the analysis of the service in question;
- Finalization of design and working documentation based on pilot operation results;
- Development of methodical documents for introduction and operation of Subsystems.

5. Introduction of Subsystems (replication).

Introduction (replication) of Subsystems at all FBS sites shall be carried out in stages.

As part of Subsystem introduction, the Consultant shall ensure:

- Deployment of Subsystems;
- FBS AIS certification adequate for introduction of Subsystems (replication);
- Presence of its specialists (Consultant's specialists) in the management team and in no less than 5 departments of bailiffs at the choice of the Client;
- Face-to-face or online training of Subsystem users, followed by assessment of their knowledge;
- Provision of service to ensure Subsystem operation in the scope as specified in clause 7 below;
- Registration of Subsystem users' proposals on enhancement of Subsystems, followed by analysis of their proposals. Enhancement of Subsystems based on the results of the analysis of the service in question;
- Finalization of design and working documentation based on the results of the Subsystem introduction.

Introduction of Subsystems shall not disrupt the automation site processes for more than 2 working days.

6. Ensuring operation of the Subsystems

To ensure operation of Subsystems, the Consultant shall:

- Provide technical support line;

- Ensure implementation of the following processes in accordance with ITIL recommendations:
 - incident management
 - change management
 - problem management
- Ensure performance of maintenance works;
- Make proposals for enhancement of Subsystems based on results of analysis of users' requests.

7. Ensure development (enhancement) of Subsystems.

As part of the development (enhancement) of Subsystems, services shall be provided for assessment, planning and implementation of Subsystems' modifications in the event of changes in the regulatory and legal framework relating to FBS activity, based on the analysis of users' proposals and/or in connection with other FBS needs.

The expected amount of enhancements is 10% per year of the total number of Subsystems functions.

The duration of service shall not exceed 43 months.

The Foundation for Enterprise Restructuring and Financial Institutions Development (“FER”) now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested organizations should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

Consultants may submit their Expressions of Interest as an individual firm or in association with other firms in the form of a joint venture or a sub-consultancy. In the case of a joint venture, all the members of the joint venture shall be jointly and severally liable for the entire assignment. The subcontractor’s experience will not be taken into account at the shortlisting stage. The Expression of Interest shall specify the legal name (names, in the case of a joint venture) of the interested Consultant, the legal status and country of registration, and indicate the experience related to this legal entity only (legal entities, in the case of a joint venture). Experience of companies other than such legal entity (entities) will not be evaluated.

The shortlisting criteria are:

- The consultant is not in the process of reorganization, liquidation, bankruptcy;
- The consultant has no outstanding obligation to pay taxes, fees, insurance premiums, penalties, fines, interest payable in accordance with the laws of the Russian Federation on taxes and fees (for Russian Consultants);
- The consultant has no overdue debt on return of subsidies to federal budget, budget investments, including those provided in accordance with other legal acts, and any other overdue debt to the federal budget;
- The consultant shall have experience in developing information system concepts;
- The consultant shall have experience in providing services on design, development, modernization, and maintenance (operation) of large information systems for the period from 2016 to 2019;
- The consultant’s personnel shall have:
 - Experience in providing services to government authorities;
 - Experience in budgeting, development of state AIS at the federal level;
 - Experience in describing and modeling business processes of state AIS

- at the federal level;
- Experience in providing public business training in consultancy and/or business agility.

The additional advantages at the shortlisting stage are:

- The experience in providing services on design, development, modernization, and maintenance (operation) of similar scale state information systems for the period from 2016 to 2019.
- The Consultant shall have a valid certificate of quality management compliance with GOST ISO 9001.
- The Consultant shall have a valid certificate of IT-service management system OS.IEC 20000.
- The Consultant shall have a valid certificate of information security management systems OS.IEC 27001.
- The Consultant's personnel shall have the experience in implementing international projects and/or projects for the benefit of international organizations.
- The Consultant's personnel shall provide services in line with the current level of methodology for developing the similar systems, in particular the personnel shall have the following international qualification certificates:
 - Certified Agile Professional
 - Certified Agile Team Facilitator
 - Certified Agile Coaching
 - Certified Professional Enterprise Product Ownership

The Consultant will be selected in accordance with the Quality- and Cost-Based Selection (QCBS) method set out in the World Bank's *Guidelines for Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, dated January 2011 and revised July 2014* ("Consultant Guidelines") in accordance with the NDB Procurement Policy.

The eligible Consultants are those registered in the NDB member country.

Further information can be obtained at the address below during office hours from 10:00 to 17:00 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by 3 September, 2019.

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