

THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF FINANCE
MINISTERIAL TENDER BOARD



TENDER NO. 3 OF 2007/2008

FOR PROVISION
OF CONSULTANCY SERVICES TO UNDERTAKE A STUDY OF NON TAX
REVENUE IN TANZANIA

REQUEST FOR EXPRESSION OF INTEREST (EOI)

1. The Government of the United Republic of Tanzania has set aside funds for the operations of the Ministry of Finance during financial Year 2007/2008. It is intended that part of the proceeds of the funds will be applied to cover the cost of Provision of Consultancy Services to undertake a study of Non Tax Revenue in Tanzania.
2. Undertaken within a pre-defined list of Ministry's, Departments and Agencies (MDA), the study shall cover the following:
 - Taking into consideration international best practice, undertake analysis of current non tax revenue collection and provide recommendations regarding potential areas for new or increased revenue extraction;
 - Needs assessment of MDA's to achieve identified areas of increased revenue extraction;
 - Review of legal framework of the established Executive Agencies related to revenue collection and reporting, taking into consideration the Executive Agencies Act and provides recommendations for improvement.
3. The Ministerial Tender Board now invites eligible consulting firms to express their interest in providing the services. Interested firms must submit relevant and comprehensive information and documentation showing that (i) they have *legal status* i.e. relevant registration certificates to perform the services and that (ii) they have the **required capability**. The capability statement should include description of similar assignments, qualifications, experience and competence to perform the assignment, availability of appropriate skills among staff and any other relevant information.
4. Firms will be short listed in accordance with procedures set by the Public Procurement Act No.21 of 2004 and the Public Procurement (Selection and Employment of Consultants), Regulations 2005 – Government Notice No. 98 of 15th April, 2005. In assessing the submission consideration will be given to the

qualifications, technical competence of a consultant, experience on similar services and the capacity to undertake the assignment. Only consultants with demonstrated experience and excellent track records in similar assignments will be considered for short listing.

5. Consultants may work in association to enhance their qualifications.
6. This is not a request for proposals. After a review of the letters of interest, a short list will be prepared, and those short listed firms will be invited to submit their proposals through a letter of invitation including specific Terms of Reference.
7. Interested firms may obtain further information from the Secretary, Ministerial Tender Board, Principal Accountant Treasury (PAT) Building, Madaraka Avenue/Shaaban Robert Street/Luthuli Street, P.O. Box 9111, Dar es Salaam from 7.30 am to 3.30 pm on Mondays to Friday inclusive except on Public Holidays.
8. Deadline for submission of Expression of Interest is 10:00 hours local time on 30th August, 2007.
9. The Expression of Interest (EOI) will be opened immediately after deadline for submission in Public and in the presence of Consultants' representatives who choose to attend in the Treasury Conference Room of the Ministry of Finance, Madaraka Avenue/Shaaban Robert Street/Luthuli Street-Dar es Salaam. Envelopes containing the Expression of Interest sent by post must be registered and shall be clearly marked: -

“TENDER NO. 3 OF 2007/2008 EXPRESSION OF INTEREST FOR
PROVISION OF CONSULTANCY SERVICES TO UNDERTAKE A STUDY OF
NON TAX REVENUE IN TANZANIA”

“NOT TO BE OPENED BEFORE 10.00 HOURS LOCAL TIME ON 30TH
AUGUST, 2007”.

Expression of Interest received late shall not be considered for short-listing irrespective of the circumstances.

SECRETARY
MINISTERIAL TENDER BOARD