



NATIONAL REVENUE AUTHORITY
(Head Office)

REQUEST FOR PROPOSALS

22nd June, 2015

**TENDER FOR NRA NETWORK AND SERVER INFRASTRUCTURE ACQUISITION,
INSTALLATION & IMPLEMENTATION SERVICES**

The National Revenue Authority is planning to introduce basic e-filing services for taxpayers. It is therefore imperative to provide Servers, Network Equipment and Software to protect NRA against threats and provide 24/7 operations to the proposed new e-filing system. NRA would now like to acquire simple infrastructure equipment, all in one Server, OS and database software to operate the online system currently in the development stages.

In order to fulfil the above objective, the NRA would like to retain the services of an IT infrastructure consultancy firm (named the “contractor”) capable of providing the equipment and technical expertise to perform the following specialized services:

i. Minimum review of existing network	vi. Document all the procedures to monitor, manage and maintain the equipment and network services.
ii. Install and configure the new router and server	vii. Train NRA IT officers on equipment and network services implemented.
iii. Install and configure the online transaction protection devices and software.	viii. Provide 30 days posts implementation onsite technical assistance when project go-live.
iv. Configure the equipment and software to implement 24/7 network services	ix. Provide twelve months’ technical support.
v. Test the equipment and all network services implemented	

NRA is looking for a comprehensive service offer from a contractor who will be responsible for installing and configuring the servers, and implementing a secure, reliable and efficient network, capable of operating 24 hours per day, 365 days per year, with an availability of 99.95%. The contractor will also be responsible for providing knowledge transfer and coaching to ensure that at the end of the project, NRA has the technical capacity to operate and maintain the solution implemented.

Vendors will have to demonstrate their ability to provide local support in Freetown for the next 5 years or by having local office or a formal agreement with a local company.

The Request for Proposals can be inspected at no charge, or a copy obtained from NRA Head Office (Procurement Unit) at 7 Bathurst Street, Freetown, Sierra Leone, between 22nd June, 2015 and 16th July, 2015, upon the payment of non-refundable fee of Le250,000 to NRA’s Account Number 001-110618-1000-01 at the Sierra Leone Commercial Bank, with pay-in slips to be submitted to the NRA Finance Department and Procurement Unit at 7 Bathurst Street.

Proposals must be delivered to the Procurement Unit of the National Revenue Authority not later than 10 a.m. on Monday, 20th July, 2015. The proposal opening session will take place in the presence of bidders’ representatives who choose to attend at the same time/date at the National Revenue Authority.