



## Specific Procurement Notice

### Request for Proposal Information Systems

### Design, Supply, Installation, and Implementation of an Integrated Financial Management Information System (IFMIS)

**Purchaser: Management Unit of the Institutional Support Project for Customs Administration and Public Expenditure Management**

**Project: Institutional Support Project for Customs Administration and Public Expenditure Management (ISP-CAPEM)**

**Contract title: Design, Supply, Installation, and Implementation of an Integrated Financial Management Information System (IFMIS)**

**Country: Sao Tome and Principe**

**Grant No.: 5900155018651**

**RFP No: 008/ISP-CAPEM/2025**

**Issued on: 02 September 2025**

1. The Government of São Tomé and Príncipe has received financing from the African Development Fund (ADF) and the African Development Bank (AfDB) as administrators of the Transitional Support Facility (TRF) hereinafter called the Bank toward the cost of the Institutional Support Project for Customs Administration and Public Expenditure Management (ISP-CAPEM), and intends to apply part of the proceeds toward payments under the Contract for Design, Supply, Installation, and Implementation of an Integrated Financial Management Information System. For this contract, the Borrower shall process the payments using the Direct Payment disbursement method, as defined in the Bank's Disbursement Guidelines and procedures for Investment Project Financing.
2. The Ministry of Economy and Finance now invites sealed Bids from eligible Bidders for acquisition, configuration, test, and roll out a commercial-off-the-shelf (COTS) Integrated Financial Management Information System (IFMIS) with minimal specific modifications. The solution must be tried and tested, offering both complete

integrity of accounting controls and robustness. The IFMIS, to be deployed across the Ministry of Economy and Finance locations nationwide. It is intended to become the primary financial management tool for Government of Sao Tome and Principe (GoSTP) and provide a key platform to support other Public Financial Management (PFM) reforms. IFMIS is considered the conduit for modernizing budget management business processes and streamlining budget preparation, along with enhanced management of budget execution, public accounting, financial reporting, and the tracking and recording of all financial and budget-related events and transactions.

The intention is use IFMIS to promote best practices in accounting, including the adoption of accounting standards such as the International Public-Sector Accounting Standards (IPSAS) as well as the IMF Government Finance Statistics Manual (GFSM 2014).

Suppliers shall offer to provide all the goods, works, and services necessary under this procurement to meet the GoSTP business objectives. The project shall include all the required application software, implementation, support services, and training as indicated in these bidding documents

The project to introduce the IFMIS solution across Government is estimated to take approximately twenty-six (26) months, excluding a two-year Warranty Period, as indicated in the IFMIS Indicative Timeline and detailed breakdown of the Statement of Work.

3. The procurement process will be conducted through international competitive procurement using Request for Proposals (RFP) as specified in the Bank's Procurement Framework (October, 2015), and is open to all eligible Proposers as defined in the Procurement Framework.
4. Bids will be evaluated in accordance with the evaluation process set out in the bidding documents. The following weightings shall apply for Rated Criteria (including technical and non-price factors): **65%** and for Bid cost: 35 %.
5. Interested eligible Proposers may obtain further information from Ministry of Economy and Finance - through the Project (ISP-CAPEM) Management Unit, Mr. Manuel Filipe Moniz; E-mail: [capemstp@gmail.com](mailto:capemstp@gmail.com) and inspect the request for proposals document during office hours 09:00AM to 5:00PM (STP time) at the address given below.
6. The Request for Proposals document in English may be provided to interested and eligible Proposers upon submission of a written application to the address below or via email to [capemstp@gmail.com](mailto:capemstp@gmail.com)
7. Proposals must be delivered to the address below on or before **21 October, 2025, by 03:00pm** (Sao Tome time). Electronic procurement *will not* be permitted. Late Proposals will be rejected. The outer Proposal envelopes marked "ORIGINAL PROPOSAL", and the inner envelopes marked "TECHNICAL PART" will be publicly opened in the presence of the Proposers' designated representatives and anyone who chooses to attend, at the address below on Ministry of Economy and Finance – meeting room 1<sup>st</sup> floor, 21 October 2025, by 03:05pm. All envelopes marked "FINANCIAL PART" shall remain unopened and will be held in safe custody of the Purchaser until the second public Proposals opening.
8. All Proposals must be accompanied by a **Proposal Securing Declaration**.

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9. Attention is drawn to the Procurement Regulations requiring the Borrower to disclose information on the successful Proposer's beneficial ownership, as part of the Contract Award Notice, using the Beneficial Ownership Disclosure Form as included in the request for proposal document.
10. The address (es) referred to above is (are):

Ministry of Economy and Finance  
Institutional Support Project for Customs Administration and Public Expenditure  
Management (ISP-CAPEM)  
Mr Manuel Filipe Moniz – Project Coordinator  
Building of the Ministry of Economy and Finance, R/C Direito  
Email to [capemstp@gmail.com](mailto:capemstp@gmail.com)  
Largo das Alfandegas - Sao Tome  
Sao Tome and Principe

