



REPUBLIC OF KENYA
The National Treasury and Economic Planning



African Development Bank Group

**REQUEST FOR EXPRESSION OF INTEREST (EOI)
PUBLIC DEBT MANAGEMENT SUPPORT PROJECT & NATIONAL
TREASURY CAPACITY STRENGTHENING PROJECT
SUPPLY, CONFIGURATION, INTEGRATION AND IMPLEMENTATION OF
ELECTRONIC DOCUMENT MANAGEMENT SYSTEM
TNT/EOI/003/2023-2024**

Sector: Financial Services

Financing Agreement reference:

Public Debt Management Support Project: 5500155013708

National Treasury Capacity Strengthening Project: 5500155013902

Project ID No.:

Public Debt Management Support Project: P-KE-KF0-006

National Treasury Capacity Strengthening Project: P-KE-K00-011

The Government of Kenya has received financing from the African Development Bank toward the cost of the Public Debt Management Support Project and the National Treasury Capacity Strengthening Project, and intends to apply part of the agreed amount for this grant to payments under the contract for supply, configuration, integration, and implementation of electronic Document Management Systems that will digitize the Public Debt Management Office (PDMO) processes.

The services under this assignment include: -

1. Installation, Configuration, Customization, Integration, and Implementation of Document Management solution.
2. Automation of 7 workflows
3. Design and implement a robust and user-friendly Electronic Document Management System (EDMS) where all organizational records will be managed.
4. Establish effective document categorization, indexing and version control mechanisms.
5. Ensure seamless integration with existing business applications and workflows.
6. Provide comprehensive training to users for efficient utilization of the EDMS.

The National Treasury, now invites eligible firms to express their interest in providing these services. Interested firms must provide information indicating that they are qualified to perform

the above services including experience in similar assignments, availability of appropriate personnel skills and project implementation methodology, amongst others.

Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African Development Bank's *"Procurement Policy Frame Work, dated October, 2015* which is available on the Bank's website at <http://www.afdb.org>.

Interested firms may obtain further information at the address below during office hours between 0900 to 1700 hours.

Completed Expression of Interest documents enclosed in a plain sealed envelope clearly marked "EOI for supply, configuration, integration, and implementation of electronic Document Management Systems" and addressed to: -

The Principal Secretary
The National Treasury
Harambee Avenue
6th Floor, room 619
P.O Box 30007-00100, Nairobi, Kenya
Tel:+254-20-2252299
Email: procurement@treasury.go.ke

and be deposited in the Tender Box provided at the National Treasury Building, 6th Floor, Harambee Avenue, Nairobi, so as to be received on or before **Wednesday 13th December, 2023 at 1100 hours, Kenyan Time.**

The Expression of Interest will be opened immediately after the closing date and time in the presence of candidates or their representatives who choose to attend at the **National Treasury, Harambee Avenue, Nairobi, Conference Room on 6th Floor, Room 603 on Wednesday 13th December, 2023 at 1100 hours, Kenyan Time.**

**HEAD, SUPPLY CHAIN MANAGEMENT SERVICES.
FOR: PRINCIPAL SECRETARY / THE NATIONAL TREASURY**