

TERMS OF REFERENCE AND TECHNICAL SPECIFICATIONS

I. General information

Assignment name	Purchase of IT equipment for the FIA of Liberia
Beneficiary	Financial Intelligence Agency of Liberia
Country	Liberia

II. Context and justification of the need

Proceeds and illicit financial flows (IFFs) derived from Transnational Organised Crime (TOC) and terrorist financing fuel insecurity, endanger economic instability and financial integrity as well as compromise rule of law and governance of countries. Countries of West Africa and the wider region are affected by these challenges. Albeit countries of the region scored progresses in building anti-money laundering (AML) and counter terrorist financing (CFT), the sub-Sahara region lacks the required capability to effectively address IFFs and proceeds of TOC in the fight against these serious criminal and security threats.

The European Union (EU) has financed SAMWA project then OCWAR-M project in the AML/CFT capacity building targeting countries of West Africa that were implemented successfully. The EU is strongly committed to continue supporting countries of West African countries in the fight against money laundering and terrorist financing. In line with this, the EU has now financed a new phase of its initiative under a continental project named SecFin Africa (hereafter referred as “the Project”) which aims to support Sub-Saharan Africa countries to prevent and combat illicit financial flows (IFFs) linked to transnational organized crime, by strengthening anti money laundering and countering the financing of terrorism (AML/CFT) efforts, in line with international standards.

One objective of the project is to strengthen national capacities to prevent and response to illicit financial flows linked to transnational organized crime, money laundering and the financing of terrorism. Therefore, SecFin Africa, through its West Africa Hub, will launch a call for tenders to provide the Financial Intelligence Agency of Liberia with IT equipment in order to assist them in fulfilling efficiently their day to day operations.

III. Objectives and desired results

1) General objective

SecFin Africa through its Western Hub is looking for a supplier of computer equipment that will provide and install the material to the Financial Intelligence Agency of Liberia, and train the FIA team on the use of the equipment. The latter is meant to strengthen the FIA’s capabilities to prevent and respond

to illicit financial flows linked to transnational organized crime, money laundering and the financing of terrorism, and to secure the analysis and treatment of intelligence.

It is important to highlight the fact that the agency will provide whatever assistance may be necessary in order for the goods to clear border customs.

2) Specific objectives and equipment compliance

The equipment must comply with the technical characteristics and specifications set out in Appendix 1. Expertise France reserves the right to call upon experts or technicians of its choice to examine the equipment upon receipt.

In the event that the equipment does not comply with the requirements of Expertise France and its technical characteristics do not match with those specified in Appendix 1, the costs of the expert assessment shall be borne by the supplier, without prejudice to the replacement of the rejected equipment. Any equipment that is missing, damaged, or does not comply with the offer will be recorded, and Expertise France will request its replacement or compensation for the damage suffered.

3) Warranty

The supplier guarantees the equipment to be delivered against any manufacturing defect or material defect for a minimum period of two (02) years or more from the date of receipt of the installed equipment. This warranty applies to all equipment delivered.

The supplier guarantees that **all equipment delivered in accordance with this consultation is new, has never been used (no certified refurbished), is the most recent model in service, and includes only the latest versions of updates.**

IV. Description of the assignment

1) Installation

The supplier includes in its offer the transportation, installation and commissioning of all delivered equipment.

2) After- Sales Services

The supplier is able to provide responsive, efficient, and competent after-sales service, ensuring that equipment downtime is reduced to the least amount of time.

3) Training of the FIA team on the equipment use

Upon the delivery of the IT equipment, the supplier is expected to train on site the dedicated member of the FIA IT team on the use of this equipment. The FIA IT team is composed of a six staff dedicated to understanding the operation and use of the equipment.

The supplier is therefore expected to provide a detailed training schedule and procedure manual that will assist the staff in mastering the use of the material.

4) Payment Terms and Methods

Expertise France shall have a verification period of thirty (30) calendar days, commencing the day after the equipment arrives at the FIU premises, to complete the acceptance formalities. This period runs from the date of delivery.

Payment of the amount due to the Supplier shall be made within thirty (30) days of receipt of a valid invoice accompanied by the delivery notes, provided that the invoice has been duly validated by both FIA and the expert appointed by Expertise France.

5) Performance Period

The consultation must be conducted for the entire order. The execution period, defined as the time required for the delivery, installation, and commissioning of the equipment, shall not exceed thirty (30) days. Failure to complete the services within this period constitutes a breach and may result in the cancellation of the contract.

6) Acceptance

Acceptance can only be granted if the equipment and installation meet the specifications set out in Appendix 1 of these technical specifications.

In the event of partial or total rejection of the equipment presented at the time of acceptance, the supplier shall bear the costs of the necessary interventions until acceptance by Expertise France.

7) Complaints

Any complaints of any kind concerning the execution of this consultation and/or the installation of the equipment must be addressed to Expertise France via the Director of the FIU.

8) Delivery conditions and incoterm

- Delivery place :

Financial Intelligence Agency

Airfield, Sinkor

Monrovia, Liberia

- Incoterm : DDP

V. Selection Criteria

In addition to the availability of equipment, which plays an important role in the provider selection process, the criteria for selecting applications are as follows:

Selection Criteria	Impact on Selection Process
Price	40%
Technical specification and Installation conditions of equipments	20%
Training plan and program of the FIA team on the equipment use	20%

After Sale Services (Warranty)	10%
Delivery conditions (Leadtime)	10%

Appendix 1:

Name of Equipment	Descriptions	Quantity	Comments
Backup Server (HP ProLiant DL380 Generation 11 or equivalent)	HPE ProLiant DL380 Gen11 4114 1P 2.2GHz 10Core 32G-R P408i-a 8SFF 800W PS Performance Server or equivalent	3 Pics	
Sophos Firewall or equivalent (medium enterprise hardware firewall). Sophos xgs 2100 series	Sophos xgs 2100 Main Memory 12 GB DDR4 2666 #Fixed Ethernet Ports 12 Storages 1 x 240 GB Power Supply Internal auto-ranging AC-DC 100–240VAC, 3–6A@50–60 Hz External Redundant PSU Option or equivalent	2 pics	
Cisco SF300-48P 48 or equivalent (Switch)	Cisco SF300-48P 48-Port 10/100 PoE Managed Switch with Gigabit Uplinks or equivalent	2 pics	
Server rack LCD monitor and keyboards	A server rack houses and organizes critical IT systems, which can be configured to	2 pics	

	support a wide range of requirements.		
Ethical Hacking / Cyber Security / SQL databases / Certified Information System ETC	Intensive Training		