



JOINT TAX BOARD

REQUEST FOR INFORMATION (RFI) FOR TAXPAYERS' REGISTRATION SOLUTION

PREAMBLE

The Joint Tax Board (JTB) is a National body created by the defunct Income Tax Management Act of 1961 now the Personal Income Tax Act cap p8, LNF 2004, and has over the years continued to play a key role in the development of Tax administration in Nigeria.

In the discharge of its statutory functions, the JTB is desirous of uniquely identifying every Taxpayer across the country to facilitate a sustainable platform for revenue generation for Federal, States and Local Governments.

Similarly the JTB wishes to create a National platform that would allow for sharing of Information among the Tax authorities to promote confidence, effectiveness, efficiency, competitiveness and a conducive environment for investors which ultimately will increase the revenue base for all the three tiers of governments. In line with this vision, the JTB is hereby seeking response from prospective solution providers on its Request For Information for Taxpayers' Registration solution.

SCOPE OF WORK

The selected Firm will be required to develop a Taxpayer Registration solution for the purpose of assigning Unique Identification Number to all Taxpayers in the country, and in doing so develop:

- Software – that will support the following functions.
 - Customer Interface Management (should support multiple channels e.g. web, IVR)
 - Taxpayer Registration & Identification
 - General Service & Workflow – Reporting, Correspondence/Document Management

- Taxpayer Service & Education
- Data Management
- Other software as may be required for the operation, support and maintenance of the above; including software licenses

The taxpayer's registration solution must be based on open architecture or able to operate with any tax administration solution.

INFRASTRUCTURE AND SYSTEMS

All server hardware, peripheral and tools required for the testing, operations, support and maintenance of the solution; including licenses.

Implementation, Configuration and Customization of all Hardware, Network and Software components required for the implementation of the Taxpayer's Registration Solution.

RFI RESPONSE FORMAT

The interested Firm should submit amongst other things, the following:

- Own tax Identification Number for the interested firm
- Detailed description of your understanding of the scope of work and the entire programme.
- Profile of the Firm
- Experience/Technical expertise and track record of the Firm
- Functional and technical requirements
- Taxpayers registration system standard reports
- Site/ client references
- Outsourcing Information
- Notional Pricing Information's Sheet
- Evidence of Taxes paid in the last three (3) years which is to be forwarded with a copy of current Tax Clearance Certificate (TCC) from the relevant jurisdiction.
- Evidence of similar assignments/projects under taken by the Firm

The assignment will be for a period of one (1) year

SUBMISSION

All RFI responses must be delivered in a sealed envelope/container clearly marked ``**RESPONSE TO TAXPAYERS' REGISTRATION SYSTEM RFI**`` and delivered to the address below not later than **4pm, on Monday October 5th 2009.**

The documents shall be:

- One original version, clearly labelled as 'ORIGINAL' and three (3) hard copies and three (3) soft copies on CD-ROM, of the RFI responses should be submitted. Soft copies should be in PDF format.

Shortlist of successful Vendors will be published on Monday October 12th 2009.

Note that late submissions will NOT be considered and will be returned immediately to the vendor (or agents) on attempt to submit.

Guideline Document for the Request for Information (RFI) for Taxpayers' Registration Solution can be obtained from the address below:

THE CHAIRMAN,
JOINT TAX BOARD,
EDUCATION TRUST FUND BUILDING (1ST FLOOR),
PLOT 433, ZAMBEZI CRESCENT,
OFF AGUIYI IRONSI STREET,
MAITAMA,
ABUJA , FCT. NIGERIA

Or

Website(s): www.bpp.gov.ng, www.jtb.gov.ng
E-mail: jtbinfo@bpp.gov.ng , jtbinfo@jtb.gov.ng