



MINISTRY OF NATIONAL SECURITY

EXPRESSION OF INTEREST

Project: VOTER REGISTRATION AND ADMINISTRATION SYSTEM

Financing: PARLIAMENTARY REGISTRATION DEPARTMENT

INVITATION FOR EXPRESSIONS OF INTEREST

Deadline for Response: 15th OCTOBER, 2018 1700 HOURS

**GOVERNMENT OF THE COMMONWEALTH OF THE BAHAMAS
VOTER REGISTRATION AND ADMINISTRATION SYSTEM PROJECT**

REQUEST FOR EXPRESSION OF INTEREST (EOI)

This notice is placed on behalf of The Parliamentary Registration Department to enable interested vendors who meet the stated and other criteria to determine their eligibility and respond to this EOI to offer their product and or services under the requirements of the project.

Title of the EOI:

Implementation of Voter Registration and Administration System

The vendor will be selected through the standard procurement processes the Government of The Bahamas.

SUMMARY OF BACKGROUND INFORMATION

The Parliamentary Registration Department (PRD) is responsible for managing General Elections, Local Government, and School Board Elections. In preparation for the 2022 General Elections, the PRD would like to implement a modernized system that will improve the voter registration process and the administration of voter information. This modernization effort includes the purchase of a voter registration and administration software application and the development of a website that would allow Bahamian citizens, who are *not* registering for the first time to do so online. This system is also expected to provide other online self-service functionalities. The engagement will include the migration of legacy data from an in-house developed application.

DESCRIPTION OF THE ENGAGEMENT

The Parliamentary Registration Department is seeking the expression of interest of a Vendor to:

1. Implement a voter registration and administration application solution to:
 - a) Modernize voter registration and administration processes
 - b) Produce voter identification with smart-card technology and enhanced security features
 - c) Utilize GIS functionality for managing boundaries, constituencies, and polling divisions and associating them to voters
2. Implement an eService where previously registered voters could apply for renewal of their voter registration and can update select personal details online
3. Provide the hardware specifications and estimated cost for all hardware required for the solution
4. Develop and Implement a disaster recovery plan
5. Develop and implement process improvement - Business Process Reengineering (BPR)
6. Develop and implement a Change Management Strategy and Plan
7. Identify and make recommendations for legislative change to support BPR
8. Migrate current data to the new system

OBJECTIVES OF THE ENGAGEMENT

The overall objective of this project is to simplify and modernize voter registration processes and to improve the administration of voter information. In doing so, the PRD would like to:

1. Improve voter registration process where citizens can register in 15 minutes or less.
2. Provide a modern voter registration identification using smart-card technology with high-level security that will help improve the voting process during elections by reducing fraud and improving time at the polls.
3. Improve the management of boundaries, constituencies and polling divisions and associated registrants such that:
 - a. Registrants current place (new or changed) of residence can be readily identified and captured.
 - b. Changes to boundaries, constituencies and polling divisions can be readily managed with the changes being automatically reflected/updated in the registrant record.
 - c. Notification of changes and access to changes readily available to registrants via multiple channels.
4. Bahamian citizens have the ability to apply for a renewal of their voter registration online via user-friendly interface with no more than 4 easy steps (authenticate and authorize access, provide information, verify information, submit and receive acknowledgement)
5. Bahamian citizens have the ability to submit a request to update personal details online, the update processed, and notification issued within 48 hours.
6. GIS software that will allow for the timely and accurate management of boundaries, constituencies, and polling divisions and associate them to voters
7. Procure equipment that is robust, modern, and innovative that improves the efficiency and effectiveness of the voter registration process.
8. Develop and implement a disaster recovery plan that will allow the PRD to continue business within 48 hours and recover within 72 hours depending on the severity of the disaster.

CHARACTERISTICS OF THE ENGAGEMENT

Vendor Qualifications:

1. Eligible vendors should possess at least ten (10) years of experience in implementing voter registration and electoral management systems. List no less than three (3) implementations. Knowledge and demonstrated experience in electoral processes in Commonwealth Countries would be a plus.
2. The joint abilities of the personnel assigned to the engagement should be not less than ten (10) years in electoral management systems, processes, procedures and policies, and they must possess demonstrated extensive knowledge of current identification and electoral system technologies.

3. Individuals to be assigned to the engagement must list their academic and professional designations, professional experience (inclusive of dates and organization) and provide their Country of Citizenship.
4. Knowledge and demonstrated experience in design and development of electoral processes, policies and procedures.
5. Knowledge and demonstrated experience in Change Management.

Please note that the Government of the Commonwealth of The Bahamas has the authority to reject any and all proposals without an explanation.

Interested Companies should submit Expressions of Interest showing their ability to meet the objectives and characteristics of this engagement inclusive of a cover letter by 17:00 hours (EST) 15th October, 2018, via courier or email as follows:

Parliamentary Registration Department
Attention: The Parliamentary Commissioner
P. O. Box N-1653
Nassau, Bahamas

or

Email: parliamentarycommissioner@bahamas.gov.bs

Telephone: 1(242) 397-2000

Philip Turner
Parliamentary Commissioner