

## **World Bank**

### ***Short Term Consultant***

*to support ANAP and the World Bank teams with the design and implementation of the ANAP Legislation and Feedback Collection Tools, leveraging conventional and emerging technologies*

### **Terms of Reference**

#### **I. Background**

The National Agency for Public Procurement (ANAP) is currently implementing an EU-financed project with the main scope of continuing the implementation of the National Strategy for Public Procurement, adopted in 2015.

World Bank teams are providing technical support to ANAP under the Reimbursable Advisory Services (RAS). The main objective of the RAS is to assist Romanian authorities in strengthening institutional capacity and implementing reform activities in the area of public procurement. This will be achieved by assessing the effectiveness of the public procurement system in Romania and recommending potential areas of improvement as well as by supporting the ANAP to continue the reform of the public procurement system.

The reform of the public procurement system targets specific activities that include under Component #4 of the RAS supporting ANAP's regulatory function with tools to ensure the screening of the legislation and to facilitate public consultations on legal acts initiated by ANAP.

#### **II. Context- Problem Statement**

##### *Screening of New Legislation*

One of the functions performed by ANAP is to ensure the screening of any upcoming primary or secondary legislation or guidelines, rules and regulations issued by entities examples of other entities e.g. ministries, other than ANAP in order to identify legislative initiatives which might overlap or contradict with the public procurement legislation and ensure that such initiatives are reviewed and commented on at an early stage to allow ANAP to timely formulate and articulate its position to the legislators.

Currently, the activity is performed manually, on a daily basis, by designated ANAP staff by reviewing the websites of the ministries or the Chambers of the Parliament, the Official Gazette, and decisions issued by the European Court of Justice (the list is not exhaustive). Needless to say, the manual screening is a time-consuming activity that is not efficient in itself by taking away the focus of ANAP's legislative unit from assessing the impact and commenting on the of draft legislation.

##### *Legislation Initiated by ANAP*

As the agency responsible for strategy, regulation, establishing and implementing the control and monitoring system in the public procurement area, ANAP is also the originator of various

legislative acts, either primary or secondary legislation. In this capacity ANAP is required by law to open any proposed legislation for public consultation.

Currently, the civil society and any interested parties and stakeholders are notified manually about ANAP's legislative initiatives by ANAP's communication specialists who are also the point of contact for receiving and assembling the feedback received. The manual process is not efficient, strains resources on both sides of the exchange, does not offer a clear auditable record as it consists of numerous exchanges either by email or fax, limits review time that under the law is set at 10 days and fails the transparency requirement as it might not reach all interested parties.

### **III. Objectives of the Activity**

Both activities, manual screening of new legislation and dissemination of and collecting feedback on proposed ANAP sponsored legislation, are time-consuming and have numerous touch points relying heavily on human action.

Accordingly, a tool that would allow for automatic screening of draft laws and associated documentation will substantially improve both the efficiency of the activity as well as the impact foreseen by the national strategy on public procurement, i.e. the compliance of the sectorial legislation with the legal framework in the area of public procurement.

Furthermore, the tool will ensure that ANAP's sponsored legislation will have visibility to all interested participants in the public procurement process through online posting, dissemination and notification. The tool will also allow for online receipt of the feedback as well as the automatic centralization of the comments and observations aspects raised.

The World Bank is providing technical support to The National Agency for Public Procurement (ANAP) for developing this tool.

*The World Bank team seeks a Short Term Consultant to support ANAP and the World Bank teams with the design and implementation of the ANAP Legislation and Feedback Collection Tools, leveraging conventional and emerging technologies.*

### **IV. Scope of Work and Tasks for the Short-Term Consultant (Project Manager/Product Owner)**

The Short-Term Consultant will support the WB team and ANAP to implement (to scope, design, procure, pilot and deploy) the Legislation Initiation and Feedback Collection Tools, which will leverage both conventional and emerging technologies, like Artificial Intelligence (AI) Capabilities. Develop effective relations with key project's stakeholders and promote collaboration within and across different teams to meet objectives.

The Scope of Work is structured in three phases and each stage will comprise specific tasks and responsibilities.

*Phase 1: Scoping the Project Plan for the Design, Procurement, Development, Piloting, Scaling in Production and Operation of the ANAP Legislation and Feedback Collection Tools (LFCTs):*

- Define, jointly with the WB and ANAP Teams, the Business and Technical Requirements of the ANAP LFCTs to address ANAP's business needs and priorities. The ANAP LFCTs should be designed and implemented in alignment with ANAP's digital transformation priorities and technology readiness, Government of Romania digital transformation strategic objectives and actions (the National Authority for Digitalization, Ministry of Research, Innovation and Digitalization, and other government entities in charge with government technology strategy and implementation), and European Union (EU) guidelines, recommendations and good practices ([GDPR](#), [EU Trustworthy AI Guidelines](#), [EU Digital Services Act](#) etc.). Validate the LFCTs Business and Technical Requirements and receive sign off from project's key stakeholders.
- Collect and include system integration requirements and conditions for the ANAP LFCTs Business and Technical Requirements with existing ANAP's and Government technology infrastructure, platforms, registries and systems.
- Develop and validate, with key stakeholders, the implementation approach and plan for the ANAP LFCTs, which will present and detail the project's deliverables, timelines and interdependences to ensure its successful delivery.
- Support the WB and ANAP to develop the procurement documents for the selection of a technology partner to develop the LFCTs.

*The following data sources will be provided at different points in time to the consultant:*

- ANAP LFCTs prototype viability report.
- Relevant historic data on Feedback Collection.
- Relevant historic data on legislations Initiated by ANAP.

*Phase 2: Support WB and ANAP with the Procurement of the ANAP Legislation and Feedback Collection Tools (LFCTs):*

- Support the WB and ANAP with the selection of the technology partner to develop, pilot and scale in production the ANAP LFCTs.
- Provide advice and support WB and ANAP with defining the scope of work, timeline for Project deliverables and contract with the technology partner.

*Phase 3: Support WB and ANAP with the Development, Piloting, Scaling in Production and Operation of the ANAP Legislation and Feedback Collection Tools (LFCTs):*

- Provide oversight and technology advice to WB, ANAP and technology partner through all the stages of the development, piloting, scaling in production and operations of the ANAP LFCTs.
- Support stakeholders to finalize the project implementation plan with clarity around deliverables, key milestones, roles and responsibilities, and timeline. Oversee the project implementation, adopt an agile iterative approach and update the plan accordingly.
- Help WB and ANAP to monitor the project implementation timeline, discover bottlenecks, and take timely actions to solve them.

- Coach, troubleshoot and support ANAP and technology partner teams to ensure quality deliverables.
- Help ANAP and technology partner develop QA, testing plan & test cases for the ANAP LFCTs.
- Support ANAP with the development of the change management plan to support piloting and scaling of the LFCTs.
- Advise ANAP on the post- implementation activities and support needed for continued training, testing, and validation of the algorithm and help ANAP to take over the implemented solution.

## V. Deliverables\*

*Deliverables under this TOR/Contract will be developed in close collaboration with the WB and ANAP teams, and with the technology partner, once it will be selected.*

- Phase 1: ANAP LFCTs Business, Technical and Integration Requirements
- Phase 1: ANAP LFCTs Procurement Documents
- Phase 2: Advisory to the WB and ANAP in selecting the technology partner for the LFCTs implementation
- Phase 3: ANAP LFCTs Project Implementation Plan and Timelines

## VI. Selection Criteria

*Desired Skills and Qualifications:*

- Proficient both in English and Romanian.
- BS/MS/PhD in Business Management/Computer science/Data Science/Statistics or a related field.
- Deep knowledge of Cloud, Data and Artificial Intelligence technologies.
- Deep knowledge and strong understanding and technical skills with Text analytics, Natural language processing in Romanian.
- Technical skills in Python, HTML, JavaScript, TypeScript, ReactJS.
- Strong knowledge and experience with Web Applications, APIs, Data Integration Designs & Implementation.
- Knowledge of designing & implementing enterprise system on-premise & cloud.
- Knowledge of information security considerations & assessments for enterprise systems.
- Demonstrated understanding of relevant policy/regulatory issues.
- Proven track record of technology project management in public or private sectors.
- Strong written and oral communication skills for both technical and non-technical audiences.
- Demonstrated ability to work in an agile, fast-paced, fluid, unstructured environment; and prioritize, delegate and handle multiple requests and demands.
- Strong strategic and leadership skills; previous experience leading teams (in person or remotely).
- Ability to work effectively in multicultural and global environments.

- Demonstrates an ease in understanding technical complexity but able to explain and present in a relatable way to non-technical audiences
- Strong knowledge and previous experience with technology projects procurement processes.

Interested applicants are invited to submit their CV and letter of intent to Andreea Florescu, Program Assistant, at [aflorescu@worldbank.org](mailto:aflorescu@worldbank.org) by March 26, 2021.