

SRI LANKA PORTS AUTHORITY**TERMS OF REFERENCE**

CONSULTANCY SERVICES FOR THE IMPLEMENTATION OF THE MARITIME SINGLE WINDOW (MSW)

Consultant type	Individual Consultant
Assignment	Senior Maritime Single Window Planning and Procurement Consultant / Owner's Adviser
Indicative duration	Up to six (06) months, concluding upon RFP publication and acceptance of the final implementation plan

Table of Contents

1. Background.....	3
2. Objective of the Assignment.....	3
3. Nature and Positioning of the Individual Consultant.....	3
4. Scope of Services.....	4
4.1 Inception and Project Review	4
4.2 Current-State and Business Process Assessment	4
4.3 Stakeholder and Institutional Coordination	4
4.4 MSW Implementation Plan, Roadmap and Target Operating Arrangements.....	4
4.5 Functional, Technical and Non-Functional Requirements Review.....	4
4.6 Data Harmonization and Interoperability	5
4.7 Cybersecurity, Data Protection and Resilience.....	5
4.8 RFP Preparation and Technical Procurement Documentation.....	5
4.9 RFP Finalization and Publication Support.....	5
4.10 Detailed MSW Implementation Plan	6
4.11 Knowledge Transfer and Assignment Handover.....	6
4.12 Scope Boundary.....	6
5. Key Deliverables and Indicative Schedule	6
6. Duration and Level of Effort	8
7. Minimum Qualifications and Experience	9
7.1 Academic and Professional Qualifications	9
7.2 General Professional Experience	9
7.3 Mandatory Specific Experience	9
8. Preferred Competencies.....	10
9. Reporting and Coordination Arrangements	10
10. Responsibilities of SLPA.....	10
11. Performance and Deliverable Acceptance	11
12. Payment Terms	11
13. Confidentiality, Data Protection and Intellectual Property	11
14. Conflict of Interest and Independence	11
15. Applicable Standards and Reference Framework.....	11
16. Selection Considerations	12
17. Expected Outcome.....	12
Annex 1 – Indicative Evaluation Framework	12
Annex 2 – Indicative Stakeholder and Systems Interface.....	13

1. Background

The Sri Lanka Ports Authority (SLPA) is in the process of implementing a Maritime Single Window (MSW) to facilitate the secure electronic exchange of information required in connection with the arrival, stay and departure of ships and related port-call processes.

The MSW is intended to reduce duplicated submissions, streamline vessel clearances and port-call formalities, improve operational efficiency and transparency, and enable effective information sharing among SLPA, government agencies and maritime stakeholders.

The MSW shall be developed in accordance with applicable Sri Lankan requirements and the Convention on Facilitation of International Maritime Traffic (FAL Convention), including the mandatory Maritime Single Window requirements, and shall take account of the latest IMO guidance and data standards.

The MSW shall not be developed as an isolated application. It shall, where relevant, interoperate with Sri Lanka Customs, Immigration, Port Health, the Trade National Single Window System (TNSWS), Port Community System(s), Terminal Operating Systems, existing SLPA systems and other relevant government and maritime systems.

In view of the strategic importance and multi-agency nature of the project, SLPA intends to engage a highly experienced Individual Consultant to provide independent senior-level professional advice, stakeholder coordination, requirements development, procurement-document preparation and implementation planning up to the stage of publication of the RFP for the MSW implementation.

2. Objective of the Assignment

The primary objective is to engage a suitably qualified and internationally experienced Individual Consultant to act as SLPA's Senior Maritime Single Window Planning and Procurement Consultant / Owner's Adviser and to support SLPA in:

- planning, defining and sequencing the proposed MSW programme;
- coordinating and consolidating business, institutional, operational and technical requirements among relevant stakeholders;
- reviewing and strengthening the functional, technical, data, integration, cybersecurity, resilience and operational requirements to be incorporated into the MSW procurement;
- preparing and finalizing a complete, vendor-neutral Request for Proposals (RFP) package and associated technical procurement documentation for selection of the MSW implementation party;
- supporting SLPA through the internal review, approval and publication stage of the RFP.
- preparing a comprehensive and practical MSW Implementation Plan covering the activities to be undertaken after award of the implementation contract; and
- transferring relevant knowledge and documentation to designated SLPA personnel to enable SLPA to proceed with procurement and implementation in a controlled manner.

3. Nature and Positioning of the Individual Consultant

- The Consultant's principal role is to advise, coordinate, analyse, prepare, review, challenge and assure the quality of the MSW planning and procurement documentation on behalf of SLPA up to RFP publication and completion of the Implementation Plan.
- The Consultant shall personally perform the core responsibilities of the assignment and shall remain accountable for all advice and deliverables submitted under the contract.
- The Consultant shall work with relevant SLPA ICT, operations, legal, procurement, finance, security and other officers and with external government and maritime stakeholders as required for preparation of the RFP and Implementation Plan.
- Detailed software development, infrastructure implementation, penetration testing, system configuration, integration execution, formal legal opinions, bid/proposal evaluation, contract

implementation supervision, testing, commissioning and go-live activities are outside this consultancy assignment and shall be undertaken subsequently by the responsible SLPA units, committees, separately appointed specialists and/or the selected MSW implementation party, as applicable.

- The Consultant shall not appoint or use subcontractors for core services without prior written approval of SLPA.

4. Scope of Services

4.1 Inception and Project Review

- Review all available MSW-related studies, Board/management decisions, existing specifications, process documents, systems documentation, stakeholder information and implementation arrangements.
- Confirm the project scope, priorities, dependencies, key risks, stakeholder map, work programme and decision/escalation arrangements.
- Establish and maintain a project risk register, issue register, action register and decision log.

4.2 Current-State and Business Process Assessment

- Review the existing vessel arrival, stay and departure processes and related information exchanges.
- Identify manual processes, repetitive submissions, bottlenecks, control points and opportunities for simplification and digitalization.
- Review existing applications, databases, interfaces and information flows relevant to the MSW.
- Identify priority business-process improvements and advise on 'submit once / reuse information' opportunities.

4.3 Stakeholder and Institutional Coordination

- Facilitate and participate in consultations with SLPA divisions, Sri Lanka Customs, Immigration, Port Health, shipping agents, ship operators, terminal operators and other relevant stakeholders.
- Identify and document material stakeholder requirements, responsibilities, concerns, dependencies and unresolved decisions.
- Advise SLPA on suitable institutional, governance and coordination arrangements required for procurement, implementation and subsequent operation of the MSW, for incorporation into the Implementation Plan and RFP as appropriate.
- Identify issues requiring inter-agency agreements, administrative directions, data-sharing arrangements or legal review and refer them to the competent authority.

4.4 MSW Implementation Plan, Roadmap and Target Operating Arrangements

- Prepare a practical phased MSW implementation roadmap and Implementation Plan showing post-procurement activities, dependencies, decision points, milestones, stakeholder responsibilities, resource needs, key risks and target outcomes.
- Define and document the target operating arrangements for the MSW, including proposed roles, service ownership, user administration, support, maintenance, governance and institutional responsibilities, for inclusion in the RFP and Implementation Plan as appropriate.
- Recommend measurable key performance indicators and target service levels to be applied during future implementation and operation of the MSW.

4.5 Functional, Technical and Non-Functional Requirements Review

- Define, review and/or consolidate the functional requirements of the MSW, including user roles, workflow, validation, notifications, dashboards, reporting and audit requirements.
- Define or review non-functional requirements relating to availability, performance, scalability, maintainability, auditability, resilience and supportability.

- Review and advise on the proposed solution architecture and technology approach, ensuring vendor neutrality, interoperability and avoidance of unnecessary proprietary lock-in.
- Ensure that the requirements are consistent with applicable IMO FAL requirements and relevant international standards.

4.6 Data Harmonization and Interoperability

- Identify the information and systems that must exchange data with the MSW and clarify the required interfaces and system boundaries.
- Advise on data harmonization, common definitions, master/reference data and reuse of data already supplied to government agencies.
- Review proposed API, message and data-exchange requirements, including authentication, acknowledgements, error handling, audit and monitoring.
- Pay particular attention to interoperability with Sri Lanka Customs, the Trade National Single Window System, Port Community System(s), terminal systems and relevant SLPA applications.

4.7 Cybersecurity, Data Protection and Resilience

- Review the proposed cybersecurity and data-protection requirements for the MSW, including identity and access management, privileged access, encryption, logging, monitoring, incident management and third-party access.
- Review business continuity, backup, disaster recovery, recovery objectives and contingency arrangements.
- Define the cybersecurity assurance, vulnerability assessment, penetration testing and security-acceptance requirements to be included in the RFP and future implementation plan.
- Refer matters requiring specialist security testing or formal legal/privacy determination to SLPA for appropriate action.

4.8 RFP Preparation and Technical Procurement Documentation

- Prepare, review and finalize the technical scope, functional and non-functional specifications, implementation responsibilities, milestones, acceptance criteria, service-level requirements, warranty/support requirements and other technical schedules required for the MSW RFP.
- Prepare or review objective technical qualification requirements, technical evaluation criteria, compliance schedules, proposal-response schedules and other technical procurement forms required for the RFP, in accordance with applicable Government procurement procedures.
- Support SLPA in obtaining internal technical/procurement comments and approvals and in resolving pre-publication observations on the RFP. The Consultant shall support the formal publication/issue of the RFP as requested by SLPA, but services under this assignment shall not extend to bidder clarifications after publication, proposal evaluation, contract negotiation or award.
- Ensure the RFP contains appropriate vendor-neutral provisions relating to architecture, interoperability, licensing, data ownership, documentation, cybersecurity, implementation methodology, training, maintenance/support, change control, service levels, acceptance, transition/exit and avoidance of unnecessary proprietary lock-in.

4.9 RFP Finalization and Publication Support

- Consolidate all approved business, functional, technical, data, integration, cybersecurity, operational and contractual technical requirements into a complete RFP package suitable for procurement of the MSW implementation solution and services.
- Maintain a compliance/requirements matrix linking key RFP requirements to the approved MSW business and stakeholder requirements.
- Conduct a final quality and consistency review to ensure that the RFP is clear, complete, internally consistent, measurable, vendor-neutral and capable of objective technical evaluation.

- Provide the final editable RFP package and supporting schedules to SLPA and assist the authorized officers/committees with the technical aspects required for formal publication/issue of the RFP.

4.10 Detailed MSW Implementation Plan

- Prepare a comprehensive Implementation Plan to guide SLPA after selection of the MSW implementation party. The plan shall identify the recommended implementation phases, activities, dependencies, milestones, decision gates, governance arrangements, roles and responsibilities.
- The Implementation Plan shall cover, at minimum, project mobilization, detailed design, configuration/development, interface development, data preparation/migration where applicable, cybersecurity assurance, testing, training, change management, operational readiness, cutover/go-live, stabilization, support and handover.
- The Implementation Plan shall include an indicative master schedule, critical dependencies, required SLPA and stakeholder resources, decision/approval points, risk and issue management arrangements, change-control arrangements, quality/acceptance approach and reporting/governance structure.
- The Consultant shall also identify key actions that SLPA should complete before contract award and immediately after mobilization of the selected implementation party.

4.11 Knowledge Transfer and Assignment Handover

- Conduct senior-level briefings and knowledge-transfer sessions for designated SLPA personnel on the final requirements, RFP structure, evaluation logic, implementation roadmap, major risks, interfaces and governance arrangements.
- Provide SLPA with all editable source documents, matrices, process maps, architecture/data-flow diagrams, stakeholder records and working schedules prepared under the assignment.
- Prepare a clear handover note identifying pending decisions, prerequisites, risks and actions to be carried forward by SLPA after RFP publication.
- Ensure that SLPA personnel responsible for the procurement and subsequent implementation have sufficient understanding of the final RFP and Implementation Plan to administer the next stage.

4.12 Scope Boundary

- The Consultant's services under this assignment shall conclude upon: (i) acceptance of the final RFP and associated procurement documentation; (ii) publication/issue of the RFP by SLPA; (iii) acceptance of the final MSW Implementation Plan; and (iv) completion of the agreed knowledge-transfer and handover activities.
- The assignment does not include post-publication bidder clarifications, proposal evaluation, negotiations, contract award, supervision of the selected implementation party, system development/configuration, integration execution, testing, commissioning, go-live or post-go-live support.
- Any services required after RFP publication shall be subject to a separate decision and procurement/engagement process, as applicable.

5. Key Deliverables and Indicative Schedule

The deliverables below are structured to complete the consultancy at the RFP publication and Implementation Plan stage. They may be refined during inception without extending the assignment into bid evaluation or implementation supervision.

No.	Deliverable	Indicative Content	Indicative Timing
1	Inception Report	Detailed work programme, methodology, stakeholder/coordination plan, information requirements, initial risk/issue register and confirmation of the RFP preparation pathway.	Within 2 weeks
2	Current-State, Stakeholder and Institutional Assessment	Existing processes/systems, stakeholder requirements, duplication/gaps, institutional/legal issues, system boundaries and priority business-process improvements.	Within 1 month
3	MSW Target State, Roadmap and Requirements Package	Target operating arrangements, functional/non-functional requirements, data/interoperability requirements, security/resilience requirements, governance, KPIs and phased roadmap.	Within 2–3 months
4	Draft Technical Specifications and RFP Requirements	Draft scope, specifications, implementation responsibilities, deliverables, milestones, SLAs, acceptance criteria, support/warranty requirements and other technical schedules.	Target by Month 3

No.	Deliverable	Indicative Content	Indicative Timing
5	Draft RFP Package	Consolidated RFP technical package, qualification requirements, technical evaluation criteria, compliance schedules, response schedules and supporting procurement documentation.	Target by Month 4
6	Draft MSW Implementation Plan	Post-award implementation phases, master schedule, governance, resources, dependencies, risks, decision gates, quality/acceptance approach, testing, training, go-live and transition plan.	Target by Month 4
7	Final RFP Package and Publication Support	Final approved and quality-assured RFP package, editable source files, requirements/compliance matrix and technical support required for formal publication/issue.	Before / at RFP publication
8	Final MSW Implementation Plan and Handover	Final implementation plan, prerequisite/action register, key risks and decisions, knowledge transfer and handover package for SLPA.	By completion / not later than Month 6
9	Monthly Progress and Advisory Reports	Progress, stakeholder issues, decisions required, risks, actions, deliverable status and next-period work plan.	Monthly

6. Duration and Level of Effort

The assignment shall be completed within a maximum period of six (06) months from the date of commencement, unless otherwise approved by SLPA. The consultancy shall conclude upon completion and acceptance of the agreed final deliverables and publication/issue of the RFP, whichever is later within the approved assignment period.

The Consultant shall provide sufficient professional input throughout the assignment to meet the agreed deliverables and attend critical meetings, workshops and procurement-document review/approval activities up to RFP publication. The Consultant's detailed availability and work programme shall be agreed in the Inception Report.

No continuation into proposal evaluation, implementation supervision, testing or go-live support is included in this TOR. If SLPA requires such services subsequently, they shall be considered separately in accordance with applicable approvals and procurement procedures.

7. Minimum Qualifications and Experience

To attract a consultant capable of providing high-level independent advice, candidates should satisfy the following minimum requirements:

7.1 Academic and Professional Qualifications

- A Bachelor's Degree from a recognized university/institution in Information Technology, Computer Science, Software Engineering, Information Systems, Maritime Studies, Port Management, Logistics, Engineering, Business/Systems Engineering or another discipline directly relevant to the assignment.
- A relevant postgraduate qualification in Information Technology, Digital Transformation, Maritime/Port Management, Project Management, Systems Engineering, Public Administration or a related field is strongly preferred.
- Relevant professional certifications or memberships in enterprise architecture, project/programme management, cybersecurity, IT service management, maritime/port management or related disciplines will be an added advantage.

7.2 General Professional Experience

- Minimum ten (10) years of post-qualification professional experience in digital transformation, information systems, maritime/port systems, trade facilitation, public-sector ICT, systems integration or closely related fields.
- Minimum five (05) years of experience in senior advisory, project leadership, architecture, requirements definition, procurement preparation or programme/project planning roles involving complex multi-stakeholder information systems.

7.3 Mandatory Specific Experience

- Demonstrated professional experience in at least two (02) assignments involving a Maritime Single Window (MSW), National/Trade Single Window, Port Community System (PCS), port-call digitalization platform or comparable multi-agency maritime/trade information-exchange system. (Relevant supporting documents are required)
- At least one (01) of the above assignments shall have included preparation, review or substantial technical contribution to an RFP/tender document, functional and technical specifications, procurement requirements or implementation procurement for a comparable system. (Relevant supporting documents are required)
- Demonstrated knowledge and practical application of the IMO FAL Convention and Maritime Single Window requirements.
- Demonstrated experience in business-process analysis/re-engineering, requirements definition and stakeholder coordination involving government authorities and private-sector maritime/logistics users.
- Demonstrated experience in system integration and interoperability, including API/message-based exchange and data harmonization.

- Demonstrated experience in preparing or reviewing technical specifications, RFP/tender documents, qualification requirements and technical evaluation criteria for major ICT/system-integration procurements.
- Demonstrated experience in preparing practical implementation roadmaps/plans covering governance, dependencies, resourcing, integration, testing, training, operational readiness and go-live activities for complex digital systems.

8. Preferred Competencies

- Direct international experience with operational Maritime Single Window implementations in ports or maritime administrations, including practical understanding of implementation, integration, testing and go-live challenges.
- Experience linking a Maritime Single Window with Customs, Trade National Single Window, Port Community System and terminal/port systems.
- Working knowledge of the IMO Compendium on Facilitation and Electronic Business and relevant UN/CEFACT/WCO data-harmonization concepts.
- Practical understanding of cybersecurity, data protection, business continuity and service-management considerations in national or critical information systems.
- Experience in developing countries and/or small-island or multi-agency government environments.
- Knowledge of Sri Lankan public-sector administrative, procurement, port, customs and trade-facilitation arrangements.
- Strong analytical, facilitation, report-writing, presentation and senior stakeholder-management skills in English.

9. Reporting and Coordination Arrangements

- The Consultant shall report to the authority designated by SLPA and work closely with the relevant SLPA Project Steering Committee/Task Force and procurement committees, as applicable, up to the RFP publication stage.
- The Consultant shall maintain regular communication with SLPA and attend meetings, workshops and reviews reasonably required for the assignment.
- The Consultant shall coordinate with relevant government agencies and maritime stakeholders through arrangements authorized by SLPA.
- The Consultant shall promptly escalate material risks, unresolved decisions, security concerns, scope issues and dependencies that may affect preparation or publication of the RFP or the feasibility of the Implementation Plan.
- The Consultant's advice is advisory in nature; statutory, procurement, financial and management decisions remain with the duly authorized SLPA/Government authorities.

10. Responsibilities of SLPA

- Provide available information, project documents, system details, policies and relevant studies required for the assignment.
- Provide access to relevant SLPA officers, systems and facilities subject to applicable security requirements.
- Facilitate stakeholder meetings and consultations.
- Nominate appropriate technical, operational, legal, procurement, security and finance focal points to support the Consultant.
- Provide consolidated comments and decisions on deliverables within a reasonable period.
- Ensure that activities outside this assignment—including post-publication clarifications, proposal evaluation, contract award, detailed system development, specialist testing and implementation supervision—are undertaken by the duly authorized SLPA units, committees or separately

11. Performance and Deliverable Acceptance

Each deliverable shall be reviewed against the TOR, approved work programme and agreed quality requirements. A deliverable shall be considered satisfactory when it is complete, evidence-based, internally consistent, practically implementable, vendor-neutral, aligned with applicable standards and has addressed SLPA's consolidated comments.

Performance shall also be assessed on timeliness, quality and practicality of professional advice, independence, responsiveness, stakeholder coordination, completeness and procurement-readiness of the RFP, and usefulness of the Implementation Plan for the subsequent project stage.

12. Payment Terms

The consultancy fee shall be borne by the Sri Lanka Ports Authority using SLPA funds, in accordance with the relevant Board decision, applicable procurement process and Consultancy Agreement.

The indicative consultancy fee is LKR 2,000,000 per month, subject to the applicable procurement process, negotiation and final contract agreement. The total indicative consultancy cost for the six-month assignment is therefore LKR 12,000,000/-.

Payments shall be made monthly against satisfactory performance and acceptance of the deliverables/milestones due for the relevant period, as specified in the Consultancy Agreement. The final payment shall be subject to acceptance of the final RFP package, publication/issue support, final Implementation Plan and agreed handover outputs.

13. Confidentiality, Data Protection and Intellectual Property

- The Consultant shall maintain strict confidentiality regarding all information, documents, data, technical details and materials obtained during the assignment.
- The Consultant shall use such information solely for the performance of the assignment and shall comply with applicable SLPA security and data-protection requirements.
- All project-specific reports, specifications, analyses, diagrams, registers, recommendations and other work products prepared and paid for under the assignment shall become the property of SLPA, subject to agreed treatment of pre-existing Consultant intellectual property.
- The Consultant shall return or securely dispose of SLPA information at the end of the assignment as directed by SLPA, subject to lawful record-retention requirements.

14. Conflict of Interest and Independence

- The Consultant shall provide professional, objective and impartial advice and shall at all times act in the best interests of SLPA.
- The Consultant shall disclose any actual, potential or perceived conflict of interest, including current or recent commercial relationships with prospective MSW software vendors, system integrators, hosting providers or other parties whose interests may be affected by the Consultant's advice.
- The Consultant shall not accept commissions, referral fees, gifts or other benefits from any prospective MSW implementation bidder, vendor, system integrator or other party whose interests may be affected by the Consultant's work.
- Because the Consultant will prepare or materially influence the specifications and RFP for the downstream MSW implementation procurement, any restriction on the Consultant's subsequent participation in that implementation procurement shall be stated and applied in accordance with the applicable Government of Sri Lanka procurement rules and the Consultancy Agreement.

15. Applicable Standards and Reference Framework

The Consultant shall apply the latest applicable versions in force during the assignment, including, as relevant:

- IMO Convention on Facilitation of International Maritime Traffic (FAL Convention), including mandatory Maritime Single Window requirements.
- IMO FAL.5/Circ.42/Rev.4 – Guidelines for setting up a maritime single window, as subsequently amended.
- IMO Compendium on Facilitation and Electronic Business and the IMO Reference Model/Data Set.
- Relevant IMO guidance on authentication, integrity and confidentiality, port-call data exchange, Port Community Systems and maritime cyber risk management.
- Relevant UN/CEFACT Single Window recommendations and data-harmonization guidance.
- World Customs Organization Data Model and relevant Single Window guidance, where applicable.
- Government of Sri Lanka Guidelines for Selection and Employment of Consultants and the Consulting Services Manual, including applicable supplements/circulars.
- Electronic Transactions Act No. 19 of 2006, as amended.
- Personal Data Protection Act No. 9 of 2022, as amended, and operative regulations/orders applicable during the assignment.
- Computer Crimes Act No. 24 of 2007 and other applicable Sri Lankan legislation and SLPA rules/policies.

16. Selection Considerations

The Individual Consultant shall be selected in accordance with the applicable Government of Sri Lanka procedures for selection and employment of individual consultants. The assignment should be advertised in a manner capable of attracting suitably qualified national and international candidates, subject to the approved procurement method.

Selection should place primary emphasis on direct MSW/Single Window experience, proven ability to prepare high-quality RFP/tender documentation for complex digital systems, implementation-planning capability, stakeholder coordination, qualifications and demonstrated ability to perform the assignment. General IT experience alone should not be treated as equivalent to relevant MSW/NSW/PCS experience.

17. Expected Outcome

At completion of the assignment, SLPA is expected to have a complete, approved and procurement-ready RFP for selection of the MSW implementation party, the RFP having been formally published/issued by SLPA, together with a comprehensive Implementation Plan to guide the subsequent implementation stage.

SLPA should also have consolidated and validated business, functional, technical, data, interoperability, cybersecurity and operational requirements; clear stakeholder and system boundaries; objective technical qualification/evaluation criteria; a phased implementation roadmap and master plan; documented risks, dependencies and decisions; and sufficient knowledge transfer to proceed confidently with the procurement and implementation stages.

Annex 1 – Indicative Evaluation Framework

The following framework is indicative and should be finalized by the relevant Consultants Selection Committee in accordance with the applicable procurement guideline and approved procurement document.

Evaluation Criterion	Suggested Weight	Indicative Emphasis
Academic, professional and general relevant experience	15	Relevant qualifications and senior maritime/port, digital transformation and complex ICT advisory experience.
Direct MSW / NSW / PCS / port digitalization experience	30	Comparable assignments; direct Maritime Single Window experience to receive highest credit.
RFP, technical specification and ICT procurement-document experience	20	RFP/tender documents, specifications, qualification requirements, evaluation criteria and contract technical schedules.
Implementation planning and roadmap experience	15	Practical post-award plans covering governance, dependencies, integration, testing, training and go-live.
Government / multi-agency stakeholder experience	10	Public-sector coordination, institutional arrangements and facilitation of multi-agency requirements.
Knowledge of IMO FAL, IMO Compendium, interoperability and data standards	5	Practical application of relevant maritime and data-harmonization standards.
Interview / presentation on proposed approach	5	Understanding, judgment, communication, availability and ability to complete the RFP and Implementation Plan.
Total	100	

Annex 2 – Indicative Stakeholder and Systems Interface

- SLPA operational, harbour master, marine, ICT, finance/payment, security, logistics and commercial functions; resource management software
- Sri Lanka Customs and relevant Customs/ASYCUDA services;
- Department of Immigration and Emigration;
- Port Health and other sanitary/quarantine authorities, as applicable;
- Trade National Single Window System and participating border regulatory agencies;
- Shipping lines, ship operators and shipping/port agents;
- Terminal operators and Terminal Operating Systems;
- Vessel traffic, port-call planning and nautical service systems within the approved scope;
- Pilotage, tug, mooring, waste reception and other maritime service providers where relevant;
- Government payment/identity/master-data platforms where required; and
- Other national systems identified during the assignment.