

QUALIFICATION DOCUMENT

Number: *DOL202003017/Pv/PA*

Date: *9 March 2020*

For Procurement of: *Pengadaan System Integrator Sistem Inti Administrasi Perpajakan (Core Tax Administration System)*

Procurement Organizer: *Procurement Agent for the Procurement of System Integrator for Core Tax Administration System*

2020

SECTION I

Pre-Qualification Announcement

This Pre-Qualification Announcement follows the previous announcement of this project through General Procurement Plan Announcement (RUP) Number RUP-1/MK.03/PA/2020. The Procurement of System Integrator for Core Tax Administration System is conducted by the Procurement Agent for the Procurement of System Integrator for the Core Tax Administration System (CTAS), on Jalan Jenderal Gatot Subroto Kav. 40-42, Jakarta 12190.

The Pre-Qualification Announcement is also published on the following websites:

1. Republic of Indonesia Ministry of Finance
- <https://www.kemenkeu.go.id/publikasi/pengumuman/>
2. The Directorate General of Taxes
- <https://www.pajak.go.id/pengumuman-page/>
3. Lembaga Kebijakan Pengadaan Barang/Jasa Pemerintah (LKPP)
- <http://lkpp.go.id/>
4. Global Tenders - <https://www.globaltenders.com/>

The Ministry of Finance intends to procure a system integrator through a competitive procurement process for a commercial off-the-shelf (COTS)-based tax administration system which comprises, amongst other things, analysis and design, development, configuration, integration, installation, data migration, testing, deployment, support and maintenance for the Directorate General of Taxes.

The estimated service value is IDR 1,736,106,396,000.00, which is funded by the Budget Execution (Allotment) Document of the Working Unit of the Headquarters of the Directorate General of Taxes, Budget Years 2020-2024 (DIPA Satuan Kerja Kantor Pusat Direktorat Jenderal Pajak Tahun Anggaran 2020 s.d. 2024). This procurement was announced in the General Procurement Plan of the Procurement of Goods and/or Services for the Renewal of Tax Administration System (Rencana Umum Pengadaan Barang dan/atau Jasa untuk Pembaruan Sistem Administrasi Perpajakan) Number RUP-1/MK.03/PA/2020 on 28 February 2020.

The procurement of the System Integrator for the CTAS will be implemented under the following specific legal framework:

- a. Presidential Regulation Number 40 of 2018 regarding the Renewal of the Core Tax Administration System;
- b. Minister of Finance Decree Number 109/PMK.03/2018 regarding the Procurement of Goods and/or Services for the Renewal of the Core Tax Administration System; and
- c. Minister of Finance Decree Number 56/PMK.03/2019 regarding the Procurement of an Information System for the Renewal of the Core Tax Administration System.

The procurement to select the System Integrator will include a Pre-Qualification process, followed by a two-stages Tender process. The winner will be selected through a competitive tender process from a pool of participants that meet the criteria set forth in the Qualification Document.

Through this Qualification, the Ministry of Finance invites interested parties to submit a Pre-Qualification Document in accordance with the Qualification Criteria set forth in the Qualification Document.

The annexes to the Qualification Document as well as the Bahasa Indonesia version of the Qualification Document is available upon request. The following annexes are available:

1. Draft High-Level Requirements
2. Indicative High-Level Roadmap
3. Draft General and Special Conditions of Contract

Clarification and amendments regarding the Qualification Document and Pre-Qualification process will be available upon request.

The Request should consist of the following required information: Company Name, Company Address, Contact Person Name, Email Address, and telephone Contact Number; and should be sent to the following email address: si.coretax@pajak.go.id.

Once the Procurement Agent receives your request with the required information, they will send an acknowledgment email of your request and will

send the additional information related to the procurement of Core Tax Administration System (the Annexes and/or the Bahasa Indonesia version of the Qualification Document) the following working day by email. With the submission and acknowledgment of your request, clarifications and amendments regarding the Qualification process will be sent to registered contact person and email address as well. If the Participant wishes to receive clarifications and amendments regarding the Qualification process only this should be specifically requested and the request should be sent to the above mentioned email address.

The Qualification Criteria are comprised of eligibility, history of contract execution, financial, and experience aspects. These Qualification Criteria are designed to enable the Ministry of Finance to select qualified Participants who can demonstrate a proven track record and have the ability to amongst others analyze and design, develop, configure, integrate, install, migrate data, test, deploy, support and maintain a Core Tax Administration System. Only Participants who pass the Pre-Qualification will be invited to participate in the Tender.

Date: 9 March 2020

Procurement Agent for the Procurement of System Integrator for Core Tax Administration System

SECTION II

Instructions To Pre-Qualification Participants (ITPP)

A. General Provisions

Instructions to Pre-Qualification Participants (ITPP) is prepared based on the Presidential Regulation Number 40 of 2018 on the Renewal of Tax Administration System including its implementing regulations containing instructions and/or information required by the Pre-Qualification Participant to prepare Pre-Qualification Document.

1. Definitions

- 1.1. Instructions to Pre-Qualification Participants, hereinafter is shortened as ITPP, are instructions to the Pre-Qualification Document containing all information required to prepare the Pre-Qualification Document.
- 1.2. Pre-Qualification Data Sheet, hereinafter is called PQDS, is an inseparable part of the ITPP used to supplement the explanation on the pre-qualification process without replacing the stipulations in the ITPP.
- 1.3. Tax Administration System is a system which assists the execution of procedures and governance of tax administration in accordance with the rules and regulations.
- 1.4. Information System is an integrated system between human and machine covering hardware, software, procedures, human resources, and information substances whose utilization covers the functions of input, process, output, storage, and communication.
- 1.5. Procurement of Information System for the Renewal of Tax Administration System hereinafter is called Procurement of Information System is an activity of Procuring Information System related with the Renewal of Tax Administration System by the Directorate General of Taxes whose proses started with the identification of needs to the handover of deliverables.
- 1.6. Budget User (Pengguna Anggaran), hereinafter is called PA, is the officer with the authority of using a budget.
- 1.7. Proxy of Budget User (Kuasa Pengguna Anggaran), hereinafter is used as KPA, is an officer receiving power from the PA to perform partial authority and responsibility of budget utilization.

- 1.8. Commitment-Making Officer (*Pejabat Pembuat Komitmen*), hereinafter is used as PPK, is an officer provided with authority by PA/KPA to make decisions and/or perform actions which leads to disbursement of budget fund.
- 1.9. Procurement Organizer is a Procurement Team or Procurement Agent formed/appointed by the Minister as the PA to conduct the process of selecting goods and/or service provided which falls into the scope of the Presidential Regulation Number No. 40 of 2018 on Renewal of Tax Administration System.
- 1.10. Procurement Team is a team formed by the Minister as PA to conduct the selection of goods and/or service provider which falls in the scope of the Presidential Regulation Number 40 of 2018 on the Renewal of Tax Administration System.
- 1.11. Procurement Agent is an institution selected by the Minister as PA to conduct the selection of goods and/or service provider which falls in the scope of the Presidential Regulation Number 40 of 2018 on the Renewal of Tax Administration System.
- 1.12. Pre-Qualification Participant Candidates are private companies, state-owned enterprises, or combination of such entities in the form of joint venture or joint operation.
- 1.13. Pre-Qualification Participants are Pre-Qualification Participant Candidates having submitted Pre-Qualification Documents.
- 1.14. Authorized Representative means the representative of a Pre-Qualification Participant who has the authority to sign documents on behalf of the Pre-Qualification Participant proven by the company's deed or other similar documents or a written power of attorney, where the power of attorney for authorized representatives of the Pre-Qualification Participant in the form of JV / JO must be signed by all JV / JO members.
- 1.15. *Joint Venture*, hereinafter is called JV, is an association consisting of people and/or companies that jointly through an agreement conducts several commercial businesses by establishing a new company.
- 1.16. *Joint Operation*, hereinafter is called JO, means two individuals/companies or more performing an operational cooperation to finish a project.

- 1.17. Providers are individuals or legal entities conducting business activities, independently or together with other parties, through agreements which provide contract-based goods and/or services.
- 1.18. Sub-contractors are entities receiving sub-contracts from Provides sub-contracting parts of services which are not the main services without excluding the Provider's responsibilities during the execution of Contract.
- 1.19. Specialist Sub-Contractors are Sub-contractors for certain parts of the Service requiring specialization.
- 1.20. Services are goods and/or services provided by the Providers in accordance with Contract.
- 1.21. Contract is a legally binding written agreement signed by PA/KPA/PPK with a Provider including all attached documents which become an inseparable part from the Contract itself.
- 1.22. Technical Specification/Terms of Reference hereinafter is called Technical Specification/TOR is a document which at least contains the main description of activities to perform, delivery duration of goods and/or services, technical specifications of goods and/or services, and estimation of service costs including payable taxes.
- 1.23. Request for Proposal is a document prepared by the Procurement Organizer containing information and stipulations to be followed by all parties in the selection of Providers using two stage tender with pre-qualification.
- 1.24. Tender Document is a part of Request for Proposal prepared as the Standard Procurement Document and set by the Procurement Organizer containing information and stipulations to be followed by all parties from the invitation and Tender Document delivery stage to winner announcement stage.
- 1.25. Qualification Document is a part of Provider Selection Document prepared by the Procurement Organizer which contains information and stipulations which should be followed by the parties in the selection of Providers starting from pre-qualification announcement stage to the announcement of pre-qualification results.
- 1.26. Pre-Qualification Document is a document submitted by Pre-Qualification Participants based on the Qualification Documents.
- 1.27. Day is the calendar day except stated otherwise.
- 1.28. Government is the Government of the Republic of Indonesia.

1.29. Applicable Law is the law of the Republic of Indonesia.

2. Pre-Qualification Scope

2.1. In relation with the pre-qualification announcement DOL202003017/Pv/PA dated 9 March 2020 the parties interested in the pre-qualification should submit the Pre-Qualification Document in accordance with the stipulations of the Qualification Document.

2.2. Name of procurement package as stated on the PQDS.

2.3. Brief description on the Services as stated on PQDS.

2.4. Name and address of Procurement Organizer as stated on PQDS.

3. Funding Source

3.1. The procurement is funded by the source of fund as stated on the PQDS.

4. Corrupt and Fraudulent Practices

4.1. The Directorate General of Taxes (DJP) requires obedience to Applicable Laws, such as ones related with corruption and fraud as stated on Section VII.

4.2. As a follow up to the policies, the Pre-Qualification Participants or Providers:

a. shall be required to allow DJP and other parties DJP assigns to inspect all accounts, records, and other documents related with the submission of Pre-Qualification Document; and

b. shall require agents, Sub-contractors, including Specialist Sub-Contractors, suppliers, service providers, and/or their employees to allow DJP and parties assigned by DJP to inspect all accounts, records, and other documents related with the submission of Pre-Qualification Document.

5. Pre-Qualification Participants Satisfying Eligibility Requirements

5.1. Pre-Qualification Participants shall satisfy the eligibility criteria stated on Clause 6.1 of ITPP.

5.2. Pre-Qualification Participants may be in the form of private company, state-owned enterprises as regulated on Clause 5.13 of ITPP, or combination thereof in the form of JV/JO established by an applicable agreement. In the case that the Pre-Qualification Participants are JVs/JOs, all members shall be collectively responsible for the execution of all parts of the Contract in accordance with the stipulations of the Contract. JV/JO **shall**

submit a Letter of Intent signed by all JV/JO members and appoint an authorized representative with the authority to perform all business activities for and on behalf of the entire and all members of the JV/JO in the pre-qualification process, tender process (when passing the expression of interest and pre-qualification document submission stage) and during Contract execution (when appointed as Provider). Unless determined otherwise in the PQDS, there shall be no limitations regarding the number of members in a JV/JO.

- 5.3. Overseas Pre-Qualification Participants should form a JV/JO with at least 1 (one) national / domestic company or by establishing a legal entity in Indonesia. Overseas Pre-qualification Participants who intend to form a JV/JO shall submit a Letter of Intent signed by the Overseas Pre-Qualification Participant(s) and its national and or domestic company(ies) that will form the JV/JO.
- 5.4. The Pre-Qualification Participant declared to pass the pre-qualification shall not enter proposal for 1 (one) and the same procurement package in different capacities, i.e., as an independent entity and as a part of a JV/JO. However, this shall not limit the participation of the Pre-Qualification Participant already submitting the proposal to become a sub-contractor in another proposal submission or for a Pre-Qualification Participant to become a sub-contractor in more than one proposal. Submitted proposals violating this procedure shall be rejected and disqualified from the pre-qualification.
- 5.5. A company and its affiliation(s) (either directly or indirectly controls, is controlled by, or under the same control of the company) may join the pre-qualification process either as individual, as JV/JO, or as a Sub-contractor in its affiliation(s) for the same Contract.
- 5.6. In the case that the company and its affiliate(s) are declared to have passed the pre-qualification, only one of the company or its affiliates shall be allowed to submit a proposal. All submitted proposals violating this procedure shall be rejected and disqualified from the pre-qualification.
- 5.7. Pre-Qualification Participants may originate from any countries in accordance with the limitation stated on Clause 6.1 of ITPP. Pre-Qualification Participants may originate from a certain country when the Pre-Qualification Participants:

- a. established;
- b. formed; or
- c. registered and operated,

based on the legal stipulations of the country and proven by the deed of association (or any equivalent documents for establishing the company or articles of associations of the company) and the registration form. These criteria shall also be applicable for agents, sub-contractors, including specialist sub-contractors, service providers, suppliers, and/or the employees proposed to be parts of the Service Contract.

- 5.8. Pre-Qualification Participants may not have any conflicts of interest. The Pre-Qualification Participants shall be considered to have any conflict of interest when the company and/or the affiliates are involved in the preparation, design, and/or formulation of technical specification, or employed or proposed to work as a supplier related with the implementation of Information System Package as stated on this Qualification Document.
- 5.9. Pre-Qualification Participants may be considered to have conflict of interest when they have business relationship or family relationship with any staffs of DJP and the Ministry of Finance (including the State Civil Apparatus and non-State Civil Apparatus/non-ASN) who either directly or indirectly are involved in:
 - a. preparation of Technical Specification/TOR for this Service;
 - b. tender process; or
 - c. supervision of Contract,may not be provided with Service Contract.
- 5.10. What is meant as family relationship is biological or in-laws within a straight hereditary line and/or one degree to the side.
- 5.11. The company or individual listed on any blacklist and/or sanctioned by the Government may not be allowed to participate in pre-qualification process.
- 5.12. A list containing the names of companies or individuals included on a blacklist may be viewed electronically on the page stated on the PQDS.
- 5.13. State's business entity operating and abiding by commercial laws and regulations have the rights to join the pre-qualification.

- 5.14. When requested by the Procurement Organizer, the Pre-Qualification Participants should provide document proving their eligibility.

6. Eligibility

- 6.1. Company or individual or goods from a country listed on Section VI shall not be eligible to join the pre-qualification process.

B. Preparation of Qualification Document

7. Parts in the Qualification Document

- 7.1. The Qualification Document consists of 7 (seven) parts:
- a. Section I Pre-Qualification Announcement;
 - b. Section II Instructions to Pre-Qualification Participants (ITPP);
 - c. Section III Pre-Qualification Data Sheet (PQDS);
 - d. Section IV Pre-Qualification Criteria and Requirements;
 - e. Section V Pre-Qualification Form;
 - f. Section VI Countries Declared Eligible to Participate; and
 - g. Section VII– Practices of Corruption Practices of Corruption, Collusion, and Nepotism (KKN)
- 7.2. Pre-Qualification Participants should inspect all parts of the Qualification Document and the addendum (if any) and submit the Pre-Qualification Document attached with all information and document requested as stated on the Qualification Document and the addendum (if any). Pre-Qualification Participants' negligence causing the Pre-Qualification Document to not satisfy the requirement set in the Qualification Document and the addendum (if any) shall entirely be the responsibility of the Pre-Qualification Participants.

8. Pre-Qualification Explanation

- 8.1. Pre-Qualification Participant Candidates requiring explanation on the Qualification Document may submit an explanation request to the Procurement Organizer in writing through the address of the Procurement Organizer and the period of time stated on the PQDS.
- 8.2. Procurement Organizer respond to the request as stated on Clause 8.1 of ITTP in writing and announce the response to all Pre-Qualification Participant Candidates within the period stated on PQDS. In the event that the Procurement Organizer considers the Qualification Document requires revisions due to the results of pre-

qualification explanation, the Procurement Organizer shall make the changes to the Qualification Document by following the procedures stated on Clauses 9 ITPP.

- 8.3. The Pre-Qualification Participant Candidates are invited to attend, with their own costs, the pre-qualification meeting with the stipulations stated on the PQDS. During the meeting, the Pre-Qualification Participant Candidates may request explanation on the qualification requirements, qualification criteria, or other aspects related with the Qualification Document.
- 8.4. The non-participation of the pre-Qualification Participant Candidates in pre-qualification meeting shall not disqualify the Pre-Qualification Participant.
- 8.5. Pre-qualification explanation report and the lists of questions and responses (anonymously) shall be made available to all Pre-Qualification Participant Candidates at the latest 7 (seven) Days before the submission deadline of the Pre-Qualification Document.
- 8.6. In the event that the Procurement Organizer considers the Qualification Document requires revisions due to the results of pre-qualification explanation meeting, the Procurement Organizer shall draw them on the amendment/addendum Qualification Document before the submission deadline of the Qualification Document in accordance to Clauses 9 of ITPP.

9. Changes of Qualification Document

- 9.1. The Procurement Organizer may create addendum of Qualification Document at any time before the submission deadline of the Pre-Qualification Document.
- 9.2. Addendum created shall become a part of the Qualification Document.
- 9.3. The Procurement Organizer shall notify the addendum of the Qualification Document to all Pre-Qualification Participant Candidates within 3 (three) work days before the submission deadline of the Pre-Qualification Document. In the event that the Procurement Organizer notifies the addendum of Qualification Document less than 3 (three) work days prior to the submission deadline of the Pre-Qualification Document, the Procurement Organizer shall extend the submission deadline of Pre-Qualification

Document to at least 3 (three) work days from the submission deadline of the Pre-Qualification Document.

- 9.4. In the event that the addendum of the Qualification Document may cause time extension of the Pre-Qualification Document preparation, the Procurement Organizer may extend the submission deadline of the Pre-Qualification Document as stated on Clause 18.4 ITPP.

C. Preparation of Pre-Qualification Document

10. Cost

- 10.1. Pre-Qualification Participants shall cover all costs associated with preparing and submitting the Pre-Qualification Document.
- 10.2. The Procurement Organizer shall not be responsible for any losses sustained by the Pre-Qualification Participants.

11. Language Used

- 11.1. The Pre-Qualification Document, the document related to the Pre-Qualification Document, and all correspondences between the Pre-Qualification Participants and the Procurement Organizer shall be in the language stated on the PQDS.
- 11.2. The supporting document becoming a part of the Pre-Qualification Document may be submitted in other languages with the following stipulations:
- a. accurate translation shall be provided in a language stated on the PQDS;
 - b. for the purpose of interpreting the document, parts of the translated document serve as references; and
 - c. in the case that the supporting documents fails to include translation as stated on letter a, the supporting document shall be rejected.

12. Documents Comprising Parts of the Pre-Qualification Document

- 12.1. The Pre-Qualification Document consists of:
- a. Pre-Qualification Document submission letter as stated on Clause 13 of ITPP;
 - b. eligibility document as the proof stating the eligibility of Pre-Qualification Participants as stated on Clause 14 of ITPP;
 - c. eligibility document as the proof stating the qualification of Pre-Qualification Participants as stated on Clause 15 of ITPP;
 - d. other documents required as required in the PQDS.

- 12.2. Pre-Qualification Participants should provide information about commissions, gratuities, and/or fees paid or to be paid to agents or other parties in connection with the pre-qualification.

13. Covering Letter of Pre-Qualification Document Submission

- 13.1. Pre-Qualification Participants submit a covering letter of the Pre-Qualification Document in the format determined on Section V.

14. Eligibility Document

- 14.1. To show eligibility as a Pre-Qualification Participant as regulated on Clause 5 of ITPP, the Pre-Qualification Participant should fill in an eligibility declaration in an covering letter of for submission of Pre-Qualification Document, ELI 1.1 and 1.2 forms, as stated on Section V.

15. Document Indicating Pre-Qualification Participant's Qualification

- 15.1. To indicate that the qualification of the Pre-Qualification Participant would be sufficient to execute the Contract in accordance with Section IV, Pre-Qualification Participants should provide requested information as stated on Section V.
- 15.2. In the event that Section V requires the Pre-Qualification Participants to declared currency nominal, the Pre-Qualification Participants should indicate the currency nominal in equivalent to IDR using exchange rate taken from publicly available source and use the stipulations as stated on the PQDS. The Procurement Organizer shall be able to revise mistakes in exchange rate in the submitted document.

16. Signing of Pre-Qualification Document and the Copies

- 16.1. The Pre-Qualification Document is signed by Authorized Representative.
- 16.2. In the event that the Pre-Qualification Participants are JVs/JOs, the document should be signed by an authorized representative of the JV/JO which sign on behalf of JV/JO and legally binds all members of the JV/JO as proven by a power of attorney signed by all members.
- 16.3. The Pre-Qualification Document signed by the Pre-Qualification Participant as stated on Clause 16.1 of ITPP shall be marked as "ASLI" (Original), while the copies as "SALINAN" (Duplicate).
- 16.4. The Pre-Qualification Document shall be submitted in hard copy and soft copy.

- 16.5. In the event that discrepancy is found between the original document, its copy, and the soft copy document, the original hard copy document shall prevail.
- 16.6. Number of Pre-Qualification Documents submitted shall be regulated on the PQDS.

D. Submission of Pre-Qualification Document

17. Envelopes and Markings on the Envelopes of the Pre-Qualification Document

- 17.1. Pre-Qualification Participants submit pre-qualification Document in accordance with the stipulations of PQDS.
- 17.2. The Procurement Organizer shall not be hold responsible and shall not process the submitted Pre-Qualification Document submitted disregarding the stipulations on Clause 17.1 of ITPP.
- 17.3. In the event that the Pre-Qualification Participants possess options to submit Pre-Qualification Document electronically, the submission of the Pre-Qualification Document shall follow the stipulations as stated on the PQDS.

18. Submission Deadline of Pre-Qualification Document

- 18.1. Pre-Qualification Participants submit pre-qualification Document to the Procurement Organizer before the deadline set on the PQDS
- 18.2. Pre-Qualification Document submitted after the deadline as stated on Clause 18.1 of ITPP shall be rejected.
- 18.3. On the submission of the Pre-Qualification Document directly, the Procurement Organizer provide proof of receipt.
- 18.4. In the event that Qualification Document changes as stipulated on Clause 9.4 of ITPP requiring additional time to prepare the Pre-Qualification Document, the Procurement Organizer may extend the submission deadline of Pre-Qualification Document. Rights and Obligations of the Procurement Organizer and Pre-Qualification Participants shall follow the extended deadline.
- 18.5. In the event that there are no Pre-Qualification Participants or there is only 1 (one) Pre-Qualification Participant submitting the Pre-Qualification Document until the submission deadline has been reached as stated on Clause 18.1 of ITPP, the Procurement Organizer extends the submission deadline of the Pre-Qualification Document.

- 18.6. In the event that after the extension of submission deadline for Pre-Qualification Document as stated on Clause 18.5 of ITPP there is still only 1 (one) Pre-Qualification Participant submitting the Pre-Qualification Document, the Procurement Organizer shall continue to pre-qualification evaluation stage.

E. Pre-Qualification Evaluation Procedure

19. Opening of Pre-Qualification Documents

- 19.1. The Procurement Organizer shall open the Pre-Qualification Documents submitted by the Pre-Qualification Participants after the submission deadline has been passed.
- 19.2. Pre-Qualification has yet to reach a competition stage so that lack of data may still be completed as stated on Clause 22 of ITPP.

20. Confidentiality

- 20.1. Pre-Qualification evaluation is confidential until such time to announce the pre-qualification results as stated on Clause 27 of ITPP.

21. Clarification

- 21.1. The Procurement Organizer may request the Pre-Qualification Participants to provide written clarifications on the Pre-Qualification Documents within the time frame set by the Procurement Organizer.
- 21.2. In the event that Pre-Qualification Participants fail to provide responses to clarification requests until the deadline set by Clause 21.1 of ITPP has been reached, the Procurement Organizer performs evaluation of Pre-Qualification Documents based on available data.

22. Request for Data Completeness

- 22.1. The Procurement Organizer may request data completeness required from Pre-Qualification Participants in writing.
- 22.2. Pre-Qualification Participants may supplement the data referred to no later than 7 (seven) Days after the Procurement Organizer sends a request for data completeness.
- 22.3. In the event of the Pre-Qualification Participants fail to submit requested data completeness, the Procurement Organizer conducts evaluation on the Pre-Qualification Document based on available data.

23. Sub-contractor

23.1. Pre-Qualification Participants shall not be allowed to perform sub-contract works for the entire Service. Pre-Qualification Participants may propose the use of Sub-Contractors for certain parts of the Service requiring specialization. Pre-Qualification Participants planning to employ Sub-contractors in the specialized field should state specifically on the covering letter of pre-qualification document submission, which parts are proposed to be sub-contracted together with the details of Sub-contractors and their qualifications and experience.

24. Evaluation of Pre-Qualification Document

24.1. The Procurement Organizer shall use criteria and requirements stated on Section IV to perform evaluation of Pre-Qualification Documents.

24.2. Evaluation of Pre-Qualification Documents shall be performed with weighing system with the threshold stated on the Qualification Document.

24.3. Sub-contractors proposed by the Pre-Qualification Participants should satisfy the qualification to perform parts of the service they are contracted for. Qualification of Sub-contractor may not be used by the Pre-Qualification Participants to satisfy the qualification for Contract except when the Pre-Qualification Participants appoint them as Specialist Sub-contractors and in this case, the qualification of the Specialist Sub-Contractors proposed by the Pre-Qualification Participants may be added as the qualification of the Participants for the purpose of evaluation, when it is stated on the PQDS.

24.4. Qualification considered by the Procurement Organizer is only qualification of the Pre-Qualification Participants and Specialist Sub-contractor as stated on Clause 24.3 of ITTP. Other company's qualifications may be included in the consideration subject to the followings: (a) For affiliates, including the subsidiaries, parent company, by attaching the evidence of affiliation (e.g. ownership / corporate structure, statement letter); (b) Other companies which are not under the control of the companies of the Pre-Qualification Participants, by attaching the evidence of engagement (e.g. letter of intent, engagement letter/ agreement).

25. Procurement Organizer Right

25.1. The Procurement Organizer reserves the right to accept or reject any Qualification Document, stop the pre-qualification process, declare a pre-qualification to fail, and reject the entire Pre-Qualification Document, as well as invite Pre-Qualification Participants declared to have passed the pre-qualification to submit phase one proposal, without incurring any obligations on the Pre-Qualification Participants.

26. Determination of Pre-Qualification Results

26.1. The Procurement Organizer determines the pre-qualification results.

26.2. The Pre-Qualification Participants satisfying the requirements of Section IV shall be declared to pass and be invited to submit phase one proposal.

26.3. The Pre-Qualification Participants failed to satisfy the requirements of Section IV shall be declared to fail and not be invited to submit phase one proposal.

26.4. In the case that there is no Pre-Qualification Participants passing the pre-qualification evaluation, the Procurement Organizer shall declare the pre-qualification to have failed.

27. Announcement of Pre-Qualification Results

27.1. The pre-qualification evaluation results are announced and informed to each Pre-Qualification Participant.

27.2. The announcement of pre-qualification evaluation results shall at least contain:

a. name of procurement package;

b. name and address of the Pre-Qualification Participants declared to pass the pre-qualification;

c. name and address of the Pre-Qualification Participants declared to fail the pre-qualification and the reasons; and

d. day, date, place, time, and other requirements needed by Pre-Qualification Participants declared to have passed the pre-qualification to take or download the Selection Document.

28. Qualification Objection

28.1. The Pre-Qualification Participants may submit objections in writing against the pre-qualification evaluation results at the latest 10 (ten) Days after the pre-qualification has been announced.

- 28.2. The objection as stated on Clause 28.1 of ITPP may be submitted individually or collectively with other Pre-Qualification Participants, on:
- a. deviations from stipulations and procedures stated on the Qualification Document;
 - b. certain manipulations hindering the realization of healthy business competition;
 - c. abuse of power by the Procurement Organizer; and/or
 - d. errors in performing evaluation.
- 28.3. Objections as stated on Clause 28.1 of ITPP shall be submitted to the Procurement Organizer attached with supporting evidences with carbon copies to PA/KPA and PPK.
- 28.4. The Procurement Organizer should provide written answer to all objections at the latest 7 (seven) days after the deadline of objection submission.
- 28.5. In the event that the objection as referred to on Clause 28.2a, b, and/or c of ITPP is accepted, the Procurement Organizer declares that the pre-qualification has failed.
- 28.6. In the event that the objection as referred to on Clause 28.2b of ITPP involving the Procurement Organizer is accepted, PA declares that the pre-qualification has failed.
- 28.7. In the event that the objection as referred to on Clause 28.2c of ITPP is accepted, PA declares that the pre-qualification has failed.
- 28.8. In the case that the objection as stated on Clause 28.2d of ITPP is accepted, the Procurement Organizer shall perform re-evaluation of the pre-qualification.

29. Stage One Proposal Submission Request

- 29.1. The Procurement Organizer sends invitation to submit phase one proposal attached with Selection Document and draft contract to all Pre-Qualification Participants declared to have passed the pre-qualification immediately after the end of the objection period and/or all objections have been responded to.

30. Changes in Qualification Participants

- 30.1. Any changes to the structure or formation of the Pre-Qualification Participants after the Pre-Qualification Participants pass the pre-qualification process as stipulated on Clause 26.2 of ITPP (including any amendment in the structure or formation of members and any

changes on Specialist Sub-contractors for JV/JO) have been submitted to the Procurement Organizer no later than the duration of time stated on the PQDS.

30.2. The changes as stated on Clause 30.1 of ITPP shall not be allowed if:

- a. A Pre-Qualification Participant which have passed proposes to join a disqualified Pre-Qualification Participant, or in relation with a disqualified JV/JO, proposes to join any members of the JV/JO;
- b. as the result of the changes, the Pre-Qualification Participants shall no longer satisfy the qualification criteria; or
- c. the changes shall lower the competitiveness level substantially.

SECTION III
Pre-Qualification Data Sheet (PQDS)

A. General Provisions	
ITPP Clausal References	
2.2	Name of procurement package: <i>Pengadaan System Integrator Sistem Inti Administrasi Perpajakan (Core Tax Administration System)</i>
2.3	Brief description of procurement package: <i>To supply a Commercial-Off-The-Shelf (COTS) Core Tax Administration System (CTAS) package and to implement the package.</i>
2.4	Name and address of Procurement Organizer: <i>Procurement Agent for the Procurement of System Integrator for Core Tax Administration System, Jalan Jenderal Gatot Subroto Kav. 40-42, Jakarta 12190</i>
3.1	The Procurement is funded from: <i>DIPA Satuan Kerja Kantor Pusat Direktorat Jenderal Pajak Tahun Anggaran 2020 s.d. 2024</i>
5.2	Maximum numbers of members in a JV/JO: <i>Unlimited</i>
5.11	List of prohibited and/or sanctioned by the Government companies and individuals, e.g. companies and individuals listed on the following website: http://inaproc.id/daftar-hitam and www.worldbank.org/debarr
B. Content of Pre-Qualification Document	
8.1	For the purpose of explaining the qualification document, the address of the Procurement Organizer: For the Attention of: <i>Procurement Agent for the Procurement of System Integrator for Core Tax Administration System;</i> Address: <i>Kantor Pusat Direktorat Jenderal Pajak; Jalan Jenderal Gatot Subroto Kav. 40-42 ; Gedung Mar'ie Muhammad lantai 22</i> City: <i>Jakarta;</i> Post Code: <i>12190;</i>

	<p>Country: <i>Indonesia;</i></p> <p>Email address: <i>si.coretax@pajak.go.id.</i></p> <p>Request of qualification document clarification should be received at the latest 14 days before the submission deadline of Pre-Qualification Document.</p>
8.2	Response to request of qualification document explanation shall be submitted at the 7 days since the request for qualification document explanation has been received.
8.3	<p>Pre-qualification meeting to be held on:</p> <p>Date: 12 March 2020 at 09:00 (GMT+7)</p> <p>Address: PwC Office, 42nd Floor WTC 3, Jl. Jend. Sudirman Kav 29-31 Jakarta, 12920</p>
C. Preparation of Pre-Qualification Document	
11.1	The Pre-Qualification Document, the document related to the Pre-Qualification Document, and all correspondences between the Pre-Qualification Participants and the Procurement Organizer shall be in English, unless determined otherwise by the Procurement Organizer on a case by case basis.
11.2 (a)	The language for support document translation shall be in English
12.1 (d)	<p>Together with the Pre-Qualification Document submitted, the Pre-Qualification Participants should also submit supporting documents as follows:</p> <ul style="list-style-type: none"> <i>i. Deed of association (or other documents related and/or equivalent to the deed of association or articles of association), and/or the registration document of the legal entity stated above, in accordance with Clause 5.7 of ITPP;</i> <i>ii. In the case of intended of JV/JO, letter of intent to establish JV/JO, in accordance with Clause 5.2 of ITPP;</i> <i>iii. The organizational structure diagram, list the members of the board of directors, and the beneficial ownership requirements</i> <i>iv. Copies of financial statements of the Pre-Qualification Participant, or all member if the Pre-Qualification Participant is a JV/JO, since 1 January 2015</i>

	<ul style="list-style-type: none"> v. Copies of the principal certification as System Integrator for the COTS CTAS solution that the Pre-Qualification Participant proposes. vi. Copies of the development roadmap of COTS CTAS for at least the next 5 years made by its principal vii. The development history of the proposed COTS CTAS viii. And other documents indicated in section IV, V, VI, VII.
15.2	<p>The source to determine the currency exchange value is: Bank of Indonesia Foreign Exchange Rate (https://www.bi.go.id/en/moneter/informasi-kurs/transaksi-bi/Default.aspx) with the stipulations:</p> <ul style="list-style-type: none"> a. for turnover of annual financial data, the applicable exchange rate is the exchange rate on the last date of the related last calendar year; and b. for the value of a single contract, the applicable exchange rate is the exchange rate on the Contract date.
16.6	<p>Pre-Qualification Document shall be submitted in the form:</p> <ul style="list-style-type: none"> a. original hard copy [1 copy]; b. hard copy duplicates [3 copies]; and c. soft copy [2 copies, in 2 separate USB flash disks].
D. Submission of Pre-Qualification Document	
17.1	<p>Submission of Pre-Qualification Document: <i>Pre-Qualification Document to be submitted directly.</i></p> <p>Only for the purpose of Pre-Qualification Document Submission,</p> <p>Name: <i>Procurement Agent for the Procurement of System Integrator for Core Tax Administration System</i></p> <p>Address: <i>Kantor Pusat Direktorat Jenderal Pajak; Jalan Jenderal Gatot Subroto Kav. 40-42 ; Gedung Mar'ie Muhammad, lantai 22</i></p> <p>City: <i>Jakarta.</i></p> <p>Post Code: <i>12190;</i></p> <p>Country: <i>Indonesia;</i></p> <p>Email address: <i>si.coretax@pajak.go.id;</i></p>
17.3	<p>Electronic submission option for soft copy of Pre-Qualification Document: <i>No</i></p>

18.1	Submission Deadline of Pre-Qualification Document: Date: <i>9 April 2020</i> Time: <i>12.00 WIB (GMT +7)</i>
E. Pre-Qualification Evaluation	
24.3	Qualification related with proposed Specialist Sub-contractor will be added to the qualification of the Pre-Qualification Participants for the purpose of evaluation as stated on Section IV.
30.1	Any changes to the structure or formation of the Pre-Qualification Participants shall be submitted to the Procurement Organizer at the latest 29 May 2020.

SECTION IV
Qualification Criteria and Requirements

This section contains all methods, criteria, and requirements to be used by the Procurement Organizer to evaluate submitted Pre-Qualification Documents. Information to be provided related with each requirement and the term definitions shall be included on each form.

Table 1 Qualification Criteria and Requirements

Table 1.1 Eligibility

Table 1 Qualification Criteria and Requirements							
Table 1.1 Eligibility							
Criteria			Single Entity Requirements	JV/JO Requirements			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
1.1	Citizenship	The Pre-Qualification Participant shall not be from any countries that are unrecognized by the Government of Indonesia.	Must satisfy requirement	Must satisfy requirement	Must satisfy requirement	N/A	ELI – 1.1 and 1.2 Form Sheets, with attachments
1.2	Conflict of Interest	The Pre-Qualification Participant shall not have any conflict of interest with any DGT’s personnel involved in this project.	Must satisfy requirement	Must satisfy requirement	Must satisfy requirement	N/A	Covering Letter of Pre-Qualification Document Submission
1.3	Eligibility from	The Pre-Qualification Participant shall not be under	Must satisfy requirement	Must satisfy requirement	Must satisfy requirement	N/A	Covering Letter of Pre-

Table 1 Qualification Criteria and Requirements

Table 1.1 Eligibility

Criteria			Single Entity Requirements	JV/JO Requirements			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
	Government -side	any blacklists nor sanctions by the Government of Indonesia or World Bank.					Qualification Document Submission
1.4	Eligibility	Companies or individuals or goods originating from a country are declared eligible to participate in the selection, unless stated in Section VI.	Must satisfy requirement	Must satisfy requirement	Must satisfy requirement	N/A	ELI – 1.1 and 1.2 Form Sheets, with attachments

Table 1.2 History of Contract Execution Failure

Table 1 Qualification Criteria and Requirements

Table 1.2 History of Contract Execution Failure

Criteria			Single Entity Requirements	JV/JO			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
2.1	History of Contract Execution Failure	The Pre-Qualification Participant shall not have any contract non-performance history for the last 5 years.	Must satisfy requirement	Must satisfy requirement	Must satisfy requirement	N/A	CON-2 Form
2.2	Undergoing Litigations	If the Pre-Qualification Participant is currently under any litigation processes, the Proposer’s financial stability and operational continuity shall be guaranteed to not be influenced by any losing verdicts from those processes.	Must satisfy requirement	N/A	Must satisfy requirement	N/A	CON-2 Form
2.3	History of Litigations	The Pre-Qualification Participant shall not have any	Must satisfy requirement	Must satisfy requirement	Must satisfy requirement	N/A	CON-2 Form

Table 1 Qualification Criteria and Requirements

Table 1.2 History of Contract Execution Failure

Criteria			Single Entity Requirements	JV/JO			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
		losing court/arbitration verdicts with permanent legal force for the last 5 years.					

Table 1.3 Financial

Table 1 Qualification Criteria and Requirements

Table 1.3 Financial

Criteria			Single Entity Requirements	JV/JO Requirements			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
3.1	Financial Ability	1. Pre-Qualification Participants should demonstrate that the Pre-Qualification Applicants have access to or have liquid assets, immovable assets that are not used as collateral, credit facilities, and other financial facilities (which are independent or independent from advance payments from any contract) that are sufficient to meet the cash flow requirements for the execution of the contract in	Must satisfy requirement	Must satisfy requirement	N/A	N/A	FIN – 3.1 Form with attachment

Table 1 Qualification Criteria and Requirements

Table 1.3 Financial

Criteria			Single Entity Requirements	JV/JO Requirements			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
		<p>net/net of other commitments on the part of the Pre-Qualification Participant.</p> <p>2. The Pre-Qualification Participant should also demonstrate that the Pre-Qualification Participant has sufficient financial resources to meet the cash flow requirements for the current contract and for future contract commitments.</p> <p>3. Audited balance statement, when not required by applicable law in the country where the Pre-Qualification Participant</p>	Must satisfy requirement	Must satisfy requirement	N/A	N/A	FIN – 3.1 Form with attachment

Table 1 Qualification Criteria and Requirements

Table 1.3 Financial

Criteria			Single Entity Requirements	JV/JO Requirements			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
		resides in, other financial reports admissible by the Procurement Organizer, in the past 5 years, shall be required to be submitted and the Pre-Qualification Participant shall be required to show their current health of the financial position as well as showing long-term vulnerability possibility.	Must satisfy requirement	N/A	Must satisfy requirement	N/A	FIN – 3.1 Form with attachment
3.2	Average annual earnings	Average minimum annual turnover in service similar to service to execute is IDR 2,135,025,000,000	Must satisfy requirement	Must satisfy requirement	Must satisfy requirement	Must satisfy requirement	FIN – 3.2 Form

Table 1 Qualification Criteria and Requirements

Table 1.3 Financial

Criteria			Single Entity Requirements	JV/JO Requirements			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
		<p>or equivalent to one hundred and fifty million United States dollars (USD 150 million), calculated as the total in the past 5 years, divided by 5 years.</p> <p>For a JV/JO, the USD 150 million shall be the total annual turnover amount of all the JV/JO members' annual turnover amount.</p>					

Table 1.4 **Experience**

Table 1 Qualification Criteria and Requirements

Table 1.4 Experience

Criteria			Single Entity Requirements	Requirement of JV/JO			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
4.1	General System Integrator Experience	a. The Pre-Qualification Participant shall have experience in at least 1 (one) country wide CTAS implementation project in the last 10 years; and	Must satisfy requirement	Must satisfy requirement	N/A	N/A	EXP – 4.1 Form, with attachment
		b. The Pre-Qualification Participant shall have experience implementing enterprise COTS system for multiple geographies in the last 10 years, covering design, build, roll-out, and go-live support	Must satisfy requirement	Must satisfy requirement	N/A	N/A	EXP – 4.1 Form, with attachment

Table 1 Qualification Criteria and Requirements

Table 1.4 Experience

Criteria			Single Entity Requirements	Requirement of JV/JO			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
		<p>stage as a multi-year contract with minimum contract value of USD 20 million with at least 5000 users; and</p> <p>c. The Pre-Qualification Participant shall have principal certification as System Integrator for the COTS CTAS solution that the Pre-Qualification Participant proposes and have experience in implementing the proposed COTS CTAS within the last 10</p>	Must satisfy requirement	Must satisfy requirement	N/A	N/A	EXP – 4.1 Form, with attachment

Table 1 Qualification Criteria and Requirements

Table 1.4 Experience

Criteria			Single Entity Requirements	Requirement of JV/JO			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
		years.					
4.2	Specific COTS CTAS Experience	a. The proposed COTS CTAS solution shall have been implemented in 3 countries/states or more in the last 10 years, with at least 1 country-wide implementation handling direct and indirect taxes within the last 10 years; and	Must satisfy requirement	Must satisfy requirement	N/A	N/A	EXP – 4.2 Form, with attachment
		b. The proposed COTS CTAS solution shall have been used	Must satisfy requirement	Must satisfy requirement	N/A	N/A	EXP – 4.2 Form, with

Table 1 Qualification Criteria and Requirements

Table 1.4 Experience

Criteria			Single Entity Requirements	Requirement of JV/JO			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission
		<p>by total of at least 7 thousand tax employees and serving a total of at least 7 million taxpayers in the last 10 years; and</p> <p>c. The proposed COTS CTAS solution shall already be in the market for more than 5 years and have a development roadmap for at least the next 5 years made by its principal.</p>	Must satisfy requirement	Must satisfy requirement	N/A	N/A	<p>attachment</p> <p>EXP – 4.2 Form, with attachment</p>

Table 1 Qualification Criteria and Requirements

Table 1.4 Experience

Criteria			Single Entity Requirements	Requirement of JV/JO			Document
No.	Subject	Requirement		Combination of All Members	Individual Member	One of the Members	Requirements for Document Submission

Table 2 – Qualification Criteria and Related Scoring

Table 2.1 Eligibility

Table 2 – Qualification Criteria and Related Scoring

Table 2.1 Eligibility

Requirement	Score		Weight (%)	Final Score	Document
	In Number	Description		In Number	Requirements for Document Submission
<p>1.1 Citizenship</p> <p>The Pre-Qualification Participant shall not be from any countries that are unrecognized by the Government of Indonesia.</p>	0 or 11		(1/11)* 100%	0 or 1	ELI – 1.1 and 1.2 Form Sheets, with attachments
<p>1.2 Conflict of Interest</p> <p>The Pre-Qualification Participant shall not have any conflict of interest in relation to any DGT personnel involved in this project</p>	0 or 11		(1/11)* 100%	0 or 1	Covering Letter of Pre-Qualification Document Submission
<p>1.3 Eligibility from Government-side</p> <p>The Pre-Qualification Participant shall not be on any blacklists or sanctions lists from the Government of Indonesia or the World Bank</p>	0 or 11		(1/11)* 100%	0 or 1	Covering Letter of Pre-Qualification Document Submission
<p>1.4 Eligibility</p> <p>Companies or individuals or goods originating from a country are declared eligible to participate in the selection, unless stated in Section VI.</p>	0 or 11		(1/11)* 100%	0 or 1	ELI – 1.1 and 1.2 Form Sheets, with attachments

Table 2.2 History of Contract Execution

Table 2 – Qualification Criteria and Related Scoring

Table 2.2 History of Contract Execution

Requirement	Score		Weight (%)	Final Score	Document
	In Number	Description		In Number	Requirements for Document Submission
<p>2.1 History of Contract Execution Failure</p> <p>The Pre-Qualification Participant shall not have any contract non-performance history for the last 5 years.</p>	0 or 11		(1/11)* 100%	0 or 1	CON-2 Form
<p>2.2 Undergoing Litigations</p> <p>If the Pre-Qualification Participant is currently under any litigation processes, the Proposer’s financial stability and operational continuity shall be guaranteed to not be influenced by any losing verdicts from those processes.</p>	0 or 11		(1/11)* 100%	0 or 1	CON-2 Form
<p>2.3 History of Litigations</p> <p>The Pre-Qualification Participant shall not have any losing court/arbitration verdicts with permanent legal force for the last 5 years.</p>	0 or 11		(1/11)* 100%	0 or 1	CON-2 Form

Table 2.3 Financial

Table 2 – Qualification Criteria and Related Scoring

Table 2.3 Financial

Requirement	Score		Weight (%)	Final Score	Document
	In Number	Description		In Number	Requirements for Document Submission
<p>3.1 Financial Ability</p> <p>1. Pre-Qualification Participants should demonstrate that the Pre-Qualification Applicants have access to or have liquid assets, immovable assets that are not used as collateral, credit facilities, and other financial facilities (which are independent or independent from advance payments from any contract) that are sufficient to meet the cash flow requirements for the execution of the contract in net/net of other commitments on the part of the Pre-Qualification Participant.</p> <p>2. The Pre-Qualification Participant should also demonstrate that the Pre-Qualification Participant has sufficient financial resources to meet the cash flow requirements for the current contract and for future contract commitments.</p> <p>3. Audited balance statement, when not required by applicable law in the country where the Pre-Qualification Participant resides in, other financial</p>	0 or 11		(1/11)* 100%	0 or 1	FIN – 3.1 Form with attachment

reports admissible by the Procurement Organizer, in the past 5 years, shall be required to be submitted and the Pre-Qualification Participant shall be required to show their current health of the financial position as well as showing long-term vulnerability possibility.					
<p style="text-align: center;">3.2 Average Annual Earnings</p> <p>Average minimum annual turnover in service similar to service to execute is IDR 2,135,025,000,000 or equivalent to one hundred and fifty million United States dollars (USD 150 million), calculated as the total in the past 5 years, divided by 5 years.</p> <p>For a JV/JO, the USD 150 million shall be the total annual turnover amount of all the JV/JO members' annual turnover amount. For a Pre-Qualification Participant that consists of a prime and subcontractor (so, the minimum of 50% of the turnover shall come from the Prime, and the calculated turnover for specialist subcontractors is factored by the estimated portion of those subcontractors' price in the total contract value).</p>	<i>0 or 11</i>		<i>(1/11)* 100%</i>	<i>0 or 1</i>	FIN – 3.2 Form

Table 2.4 Experience

Table 2 – Qualification Criteria and Related Scoring

Table 2.4 Experience

Requirement	Score		Weight (%)	Final Score	Document
	In	Description		In Number	Requirements

	Number				for Document Submission
<p>4.1 General System Integrator Experience</p> <p>a. The Pre-Qualification Participant shall have experience in at least 1 (one) country wide CTAS implementation project in the last 10 years; and</p> <p>b. The Pre-Qualification Participant shall have experience implementing enterprise COTS system for multiple geographies in the last 10 years, covering design, build, roll-out, and go-live support stage as a multi-year contract with minimum contract value of USD 20 million with at least 5000 users; and</p> <p>d. The Pre-Qualification Participant shall have principal certification as System Integrator for the COTS CTAS solution that the Pre-Qualification Participant proposes and have experience in implementing the proposed COTS CTAS within the last 10 years</p>	<i>0 or 11</i>		<i>(1/11)* 100%</i>	<i>0 or 1</i>	EXP – 4.2 Form, with attachment
<p>4.2 Specific COTS CTAS Experience</p> <p>a. The proposed COTS CTAS solution shall have been implemented in 3 countries/states or more in the last 10 years, with at least 1 country-wide implementation handling direct and indirect taxes within the last 10 years; and</p> <p>b. The proposed COTS CTAS solution shall have been used by total of at least 7 thousand tax employees and serving a total of at least 7 million taxpayers in the last 10 years; and</p>	<i>0 or 11</i>		<i>(1/11)* 100%</i>	<i>0 or 1</i>	EXP – 4.2 Form, with attachment

c. The proposed COTS CTAS solution shall already be in the market for more than 5 years and have a development roadmap for at least the next 5 years made by its principal.					
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Minimum total final score required to pass is 11.

Section V

Forms

Covering Letter for Pre-Qualification Document Submission

Number : *[insert the number of the Covering Letter of Pre-Qualification Document Submission]*

Date : *[insert date, month, and year]*

Name of Service Package : *PENGADAAN SYSTEM INTEGRATOR SISTEM INTI ADMINISTRASI PERPAJAKAN (CORE TAX ADMINISTRATION SYSTEM*

Number of Qualification Document : *[insert Qualification Document number]*

Date of Qualification Document : *[insert date, month, and year of Qualification Document]*

To:

[insert name of Procurement Organizer]

We, the undersigned, hereby submit a Pre-Qualification Document to participate in the pre-qualification process, and declare:

- a. **No objection:** we have assessed and have no objections to the Qualification Document, including the addenda thereto, published in accordance with Clause 9 of the ITPP; *[insert number and date of each existing addendum];*
- b. **No conflict of interest:** we possess no conflict of interest as specified in Clauses 5.8, 5.9, and 5.10 of ITPP;
- c. **Eligibility:** we *[and our Sub-consultant(s) (if any)]* satisfy the eligibility requirements as stated in Clauses 5.1, 5.2, and 6.1 of ITPP;
- d. **Sanctions or blacklisting by the Government:** we, together with our agents, sub-contractor(s), service providers, suppliers, and/or employees for any parts in the Services, shall not abide by, nor be controlled by, any entities or individuals which have been blacklisted or had sanctions imposed by the Government. We also have not been declared ineligible for a tender based on the stipulations of the Qualification Document;

- e. **State-owned enterprises:** *[select suitable option and erase other unsuitable options] [We are not a state-owned enterprise]/ [We are a state-owned enterprise but satisfy the requirements of Clause 5.13 of the ITPP];*
- f. **Sub-contractors and Specialist Sub-contractors:** in accordance with Clauses 23.1 and 24.3 of ITPP, we plan to sub-contract the following parts of the contract:
[Insert the parts of the contract to be sub-contracted by the Pre-Qualification Participants and the detailed descriptions of Specialist Sub-contractors, their qualifications and experience, and the estimated portion (in %) of the specialist subcontractors' price in the total contract value];
- g. **Commission, service charge, additional costs:** we declare that the following commissions, service charges, or additional costs have been paid or shall be paid in relation to the pre-qualification process, tender process, or Contract execution:

Name of Recipient	Address	Reason	Amount
<i>[insert full name for each service]</i>	<i>[insert street name/number/city/country]</i>	<i>[insert reason]</i>	<i>(amount, currency, exchange rate, and the equivalent amount in IDR)</i>
etc.			

[In the case that there are no payments to be made or promised, add the following statement: “No commission, service charges, or additional costs have been or shall be paid by us to other parties in relation to this pre-qualification application”];

- h. **No obligation to accept:** we understand that the Procurement Organizer reserves the right to accept or reject any Pre-Qualification Documents, cancel the Pre-Qualification process, declare the Pre-Qualification to have failed, and reject the entire Pre-Qualification Document, as well as inviting Pre-Qualification Participants declared to have passed to submit phase one proposal, without incurring any obligation in relation to the Pre-Qualification Document in accordance with Clause 25.1 of the ITPP; and

- i. **Compliance to anti-corruption laws and regulations:** we declare our commitment to always comply with the Applicable laws in relation to the eradication of Corruption, Collusion and Nepotism, as further detailed and defined in Section VII; and
- j. **Correctness and accuracy:** all of the information, statements, and explanations in this Pre-Qualification Document, in all parts, are correct, accurate, and complete.

Thus submitted, for the cooperation, we express our gratitude,

Names of participants : *[insert full names of the participant or JV/JO]*

Signed : *[insert signatures of authorized representative/holder of power of attorney of the Participant]*

Name : *[insert full name of the signer]*
[insert the capacity of the signer]

[For JV/JO, the signatory(ies) are all the members or any of the Authorized Representative holding the power of attorney allowing the individual to sign on behalf of all the members]

ELI -1.1 Form
Participant Information Sheet

Date : *[insert date, month, and year]*

Name of Service Package : *PENGADAAN SYSTEM INTEGRATOR
SISTEM INTI ADMINISTRASI
PERPAJAKAN (CORE TAX
ADMINISTRATION SYSTEM*

Number of Qualification Document : *[insert Qualification Document's
number]*

Date of Qualification Document : *[insert date, month, and year of
Qualification Document]*

Page : *[insert page number] of [insert total
number of pages] pages*

Name of Pre-Qualification Participant: <i>[insert full name]</i>
In the case of a JV/JO, name each member: <i>[insert the full names of each member of the JV/JO]</i>
Name of country where the Pre-Qualification Participant is or shall be registered: <i>[insert name of country of registration]</i>
Year in which the Pre-Qualification Participant was established: <i>[insert year of establishment]</i>
Official address of the Pre-Qualification Participant (in the country where the Pre-Qualification Participant is registered): <i>[insert address of the Pre-Qualification Participant]</i>
Information on official representative/holder of power of attorney: Name: <i>[insert full name]</i> Address: <i>[insert full address]</i> Phone/fax number: <i>[insert phone/fax number, including country and area codes]</i> Email address: <i>[insert email address]</i>

1. The following duplicates of original documents are attached:
 - Deed of association (or other documents related and/or equivalent to the deed of association or articles of association), and/or the registration document of the legal entity stated above, in accordance with Clause 5.7 of ITPP;
 - In the case of intended of JV/JO, letter of intent to establish JV/JO, in accordance with Clause 5.2 of ITPP;
 - In the case that the Pre-Qualification Participants are state-owned entities in accordance with Clause 5.13 of ITPP, documents indicating the participant operates according to and abides by the applicable commercial law.
2. Also attach the organizational structure diagram, list the members of the board of directors, and the beneficial ownership requirements.

ELI -1.2 Form

JV/JO Members Information Sheet

[The following is an additional form to ELI – 1.1., and should be filled in with related information from each member of the JV/JO (when the Participant is a JV/JO, or intended of JV/JO) and the proposed Specialist Sub-contractor to be employed by Pre-Qualification Participant for any parts of the Contract as the result of this pre-qualification]

Date : *[insert date, month, and year]*

Name of Service Package : *PENGADAAN SYSTEM INTEGRATOR
SISTEM INTI ADMINISTRASI
PERPAJAKAN (CORE TAX
ADMINISTRATION SYSTEM*

Number of Qualification Document : *[insert Qualification Document
number]*

Date of Qualification Document : *[insert date, month, and year of
Qualification Document]*

Page : *[insert page number] of [insert total
number of pages] pages*

Name of Pre-Qualification Participant: <i>[insert full name]</i>
Name <i>[insert “member of JV/JO, Pre-Qualification Participant” or “Proposed Specialist Sub-contractor”]</i> : <i>[insert full names of the members of the JV/JO, Pre-Qualification Participant or proposed Specialist Sub-contractor]</i>
Name of country where the Pre-Qualification Participant is or shall be registered: <i>[insert “member of JV/JO, Pre-Qualification Participant” or “Proposed Specialist Sub-contractor”]</i> : <i>[state name of country]</i>
Year of establishment <i>[insert “member of JV/JO, Pre-Qualification Participant” or “Proposed Specialist Sub-contractor”]</i> : <i>[insert year of establishment]</i>
Official address <i>[insert “member of JV/JO, Pre-Qualification Participant” or “Proposed Specialist Sub-contractor”]</i> in country of establishment: <i>[insert full address]</i>
Information of authorized representative/holder of power of attorney <i>[insert with “member of JV/JO, Pre-Qualification Participant” or “Proposed Specialist Sub-contractor”]</i> :

Name: *[insert full name]*

Address: *[insert full address]*

Phone/fax number: *[insert phone/fax number, including country and area code]*

Email address: *[insert email address]*

1. The following duplicates of original documents are attached:

- Deed of association (or other documents related and/or equivalent to the deed of association or articles of association), and/or the registration document of the legal entity stated above, in accordance with Clause 5.7 of ITPP;
- In the case of intended of JV/JO, letter of intent to establish JV/JO, in accordance with Clause 5.2 of ITPP;
- In the case that the Pre-Qualification Participants are state-owned entities in accordance with Clause 5.13 of ITPP, documents indicating the participant operates according to and abides by the applicable commercial law.

2. Please also attach the organizational structural diagram, list of board of directors, and stakeholders (*beneficial ownership*).

CON – 2 Form

History of Contract Execution Failure, and Past and Undergoing Litigation

[The following table should be completed with information on the Pre-Qualification Participant(s) and each member of the JV/JO or the intended member of JV/JO]

Date : *[insert date, month, year]*

Name of Pre-Qualification Participant : *[insert full name]*

Names of JV/JO Members : *[insert full name]*

Name of Service Package : *PENGADAAN SISTEM INTEGRATOR SISTEM INTI ADMINISTRASI PERPAJAKAN (CORE TAX ADMINISTRATION SYSTEM)*

Number of Qualification Document : *[insert Qualification Document number]*

Date : *[insert date, month, and year of Qualification Document]*

Page : *[insert page number] of [insert total number of pages] pages*

Failure to complete any Contract, as stated on Section IV, Table 1: Qualification Criteria and Requirements (please tick one):

- No failure to complete any Contract due to failure of supplier since 1 January 2015 as stated in Section IV – Table 1 Qualification Criteria and Requirements, Sub-Factor 2.1.
- Failure to complete any Contract since 1 January 2015 as stated in Section IV – Table 1 Qualification Criteria and Requirements, Sub-Factor 2.1, as stated below.

Year	Unfulfilled Parts of Contract	Contract Identification	Total Contract Value (current value, currency, exchange rate, and equivalent value in IDR*)
<i>[insert year]</i>	<i>[insert contract value, percentage of unfulfilled contract delivery, and the unfulfilled scope and activity]</i>	Contract Identification: <i>[insert full contract name/ number and other identification]</i> Buyer's name: <i>[insert full name]</i> Buyer's address: <i>[insert full address]</i> Reasons for not fulfilling contract: <i>[insert one or more reasons]</i>	<i>[insert value]</i>
<p>* Please refer to Clause 15 of the ITPP for information on the date and exchange rate source.</p>			
<p>Undergoing litigation, as stated on Section IV, Table 1 Qualification Criteria and Requirements (please tick one):</p>			
<p><input type="checkbox"/> No current litigation as stated in Section IV, Table 1 Qualification Criteria and Requirements, Sub-Factor 2.2.</p> <p><input type="checkbox"/> Current litigation as stated on Section IV, Table 1 Qualification Criteria and Requirements, Sub-Factor 2.2, as stated below.</p>			

Disputed year	Disputed Amount (currency)	Contract Identification	Total Contract Value (currency), value equivalent to IDR* (exchange rate)
<i>[insert year]</i>	<i>[insert disputed amount in original currency and the equivalent in IDR*]</i>	Contract Identification: <i>[insert contract name and number, and other complete identification]</i> Buyer's name: <i>[insert full name]</i> Buyer's address: <i>[insert full address]</i> Disputed subjects: <i>[insert main topic of dispute]</i> Party initiating dispute: <i>[insert "buyer" or "contractor"]</i> Dispute status: <i>[insert whether dispute is currently being handled by adjudication, arbitration, or a legal institution]</i>	<i>[insert value]</i>
<p>* Please refer to Clause 15 of the ITPP for information on the date and exchange rate source.</p>			
<p>History of litigation in accordance with Section IV, Table 1 Qualification Criteria and Requirements (please tick one):</p>			
<p><input type="checkbox"/> No history of litigation in accordance with Section IV, Table 1 Qualification Criteria and Requirements, Sub-Factor 2.3.</p> <p><input type="checkbox"/> History of litigation in accordance with Section IV, Table 1 Qualification Criteria and Requirements, Sub-Factor 2.3, as stated below.</p>			

Year Contract Acquired	Final Result as a Percentage of Net Worth	Contract Identification	Total Contract Value (currency), value equivalent to IDR* (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	<p>Contract identification: <i>[insert contract name and number, and other complete identification]</i></p> <p>Buyer's name: <i>[insert full name]</i></p> <p>Buyer's address: <i>[insert full address]</i></p> <p>Disputed subjects: <i>[insert main subject of dispute]</i></p> <p>Party initiating dispute: <i>[insert "buyer" or "contractor"]</i></p> <p>Reasons for litigation and verdict(s) given <i>[insert one or several main reasons]</i></p>	<i>[insert value]</i>

* Please refer to Clause 15 of the ITPP for information on the date and exchange rate source.

FIN – 3.1 Form

Financial Situation and Performance

[The following table should be completed with information on Pre-Qualification Participants and each member of the JV/JO, or the intended member of JV/JO]

Date : *[insert date, month, year]*
 Name of Pre-Qualification Participant : *[insert full name]*
 Names of JV/JO Member : *[insert full name]*
 Name of Service Package : *PENGADAAN SYSTEM INTEGRATOR
 SISTEM INTI ADMINISTRASI
 PERPAJAKAN (CORE TAX
 ADMINISTRATION SYSTEM*
 Number of Qualification Document : *[insert Qualification Document
 number]*
 Date of Qualification Document : *[insert date, month, and year of
 Qualification Document]*
 Page : *[insert page number] of [insert total
 number of pages] pages*

1. Financial data

Type of Financial Information	Information History in the Past 5 (five) Year (amount, currency, exchange rate*, equivalent amount in IDR)					
	2014	2015	2016	2017	2018	2019
Report of Financial Position (Balance Information)						
Total Assets (TA)						
Total Liabilities (TL)						
Total Equity/Net Worth						
Current Assets (CA)						
Current Liabilities (CL)						

Working Capital (WC)						
Information from Income Statement						
Total Revenue (TR)						
Profit Before Tax (PBT)						
Net Income						
Cash Flow Information						
Cash Flow from Operating Activities						
Cash Flow from Investing Activities						
Cash Flow from Financing Activities						
Net Cash Flows from Operating, Investing and Financing Activities						
Financial Ratio						
Debt-to-Equity ratio						
Debt-to-EBITDA ratio						
Current ratio						
Debt service ratio						

* Please refer to Clause 15 of the ITPP for information on the exchange rate

2. Financial sources

[The following table should be completed with information of the Pre-Qualification Participant(s) and all parties collectively in cases where the Pre-Qualification Participant is a JV/JO or intended of JV/JO]

State the available funding sources to satisfy the cash flow requirements for the current contract and for future contractual commitments.

No.	Funding source	Amount (equivalent in IDR*)
1		
etc.		

* Please refer to Clause 15 of the ITPP for information on the exchange rate

3. Financial documents

The Pre-Qualification Participant shall provide copies of the financial statements for 5 years as stated in Section IV, Table 1 – Criteria and Requirements of Qualification, Sub-factor 3.1. The financial statement shall:

- a. Reflect the financial situation of the Pre-Qualification Participant or member if the Pre-Qualification Participant is a JV/JO;
- b. Be audited and certified independently in accordance with the applicable regulations;
- c. Be complete, inclusive all of the notes to the financial statements; and
- d. Have a relationship/correspondence with past and audited accounting periods.

Attach copies of financial statements for 5 year(s) as required above, and also abide by the applicable regulations.

FIN- 3.2 Form

Annual Average Turnover

[The following table should be completed with information on Pre-Qualification Participants and each member of the JV/JO, or the intended member of JV/JO]

Date : *[insert date, month, year]*

Name of Pre-Qualification Participant : *[insert full name]*

Names of JV/JO Members : *[insert full name]*

Name of Service Package : *PENGADAAN SYSTEM INTEGRATOR
SISTEM INTI ADMINISTRASI
PERPAJAKAN (CORE TAX
ADMINISTRATION SYSTEM*

Number of Qualification Document : *[insert Qualification Document
number]*

Date of Qualification Document : *[insert date, month, and year of
Qualification Document]*

Page : *[insert page number] of [insert total
number of pages] pages*

Annual Turnover Data (of the Pre-Qualification Participant, or all member if the Pre-Qualification Participant is a JV/JO or intended JV/JO)			
Year	Amount of Currency	Exchange rate*	Amount equivalent in IDR
<i>[insert calendar year]</i>	<i>[insert amount and currency used]</i>		
etc.			
		Average Annual Turnover **	

* Please refer to Clause 15 of the ITPP for information on the date and exchange rate source.

** Total amount equivalent in IDR for the entire year divided by the number of total years. Refer to Section IV, Table 1 - Qualification Criteria and Requirements, 3.2.

Estimated Portion of the Proposed Specialist Subcontractors' Price in the Total Contract Value		
Name of Proposed Specialist Subcontractors	Parts of the Contract to be Subcontracted	Estimated Portion
<i>[insert name of proposed specialist subcontractors]</i>	<i>[Insert the parts of the contract to be subcontracted by the Pre-Qualification Participants]</i>	<i>[insert the estimated portion (in %) of the specialist subcontractors' price in the total contract value]</i>
etc.		

Annual Turnover Data (of the Proposed Specialist Subcontractors)					
Name of Proposed Specialist Subcontractors	Year	Annual Turnover Amount of Currency	Exchange rate*	Amount equivalent in IDR	Proportion ated Turnover Amount***
<i>[insert names of the proposed specialist subcontractors]</i>	<i>[insert calendar years]</i>	<i>[insert amount and currency used]</i>			
etc.					
			Average Annual Turnover **		

* Please refer to Clause 15 of the ITPP for information on the date and exchange rate source.

** Total amount equivalent in IDR for the entire year divided by the number of total years. Refer to Section IV, Table 1 - Qualification Criteria and Requirements, 3.2.

*** For a Pre-Qualification Participant that consists of a prime and subcontractor, the minimum of 50% of the turnover shall come from the Prime, and the calculated turnover (**Proportionated Turnover**) for

proposed Specialist Subcontractors is factored by the estimated portion of those subcontractors' price in the total contract value. Refer to Section IV, Table 1 - Qualification Criteria and Requirements, 3.2.

EXP - 4.1 Form

General System Integrator Experience

[The following table should be completed with information on Pre-Qualification Participants and, in cases where the Pre-Qualification Participant is a JV/ JO, each member of the JV/ JO]

Date : *[insert date, month, year]*
 Name of Pre-Qualification Participant : *[insert full name]*
 Names of JV/JO Members : *[insert full name]*
 Name of Service Package : *PENGADAAN SYSTEM INTEGRATOR
 SISTEM INTI ADMINISTRASI
 PERPAJAKAN (CORE TAX
 ADMINISTRATION SYSTEM*
 Number of Qualification Document : *[insert Qualification Document
 number]*
 Date of Qualification Document : *[insert date, month, and year of
 Qualification Document]*
 Page : *[insert page number] of [insert total
 number of pages] pages*

No	Requirement	Contract Number
4.1.a	Experience in at least 1 (one) country wide CTAS implementation project in the last 10 years	<i>[insert contract number, and fill the contract details in the provided tables below]</i>
4.1.b	Experience implementing enterprise COTS system for multiple geographies in the last 10 years, covering design, build, roll-out, and go-live support stage as a multi-year contract with minimum contract value of USD 20 million with at least 5000 users	<i>[insert contract number, and fill the contract details in the provided tables below]</i>
4.1.d	Experience in implementing the proposed COTS CTAS within the last 10 years	<i>[insert contract number, and fill the contract details in the provided tables below]</i>

- Attach copies of the principal certification as System Integrator for the COTS CTAS solution that the Pre-Qualification Participant proposes.

[As stated in Section IV, Table 1 - Qualification Criteria and Requirements, Sub-Factor 4.1., **insert all of the contracts chronologically by start dates to support the above information]**

Contract Number	Starting Year	Ending Year	Contract Identification	Pre-Qualification Participant Role
[insert contract number]	[insert year]	[insert year]	<p>Contract name: [insert full name]</p> <p>Brief description of contract performed by Pre-Qualification Participant: [insert brief descriptions of contract(s)]</p> <p>Contract value: [insert the value, state currency used, exchange rate, and equivalent amount in IDR *]</p> <p>Buyer's Name: [insert full name]</p> <p>Address: [insert full address, including country]</p> <p>CTAS implementation: [Yes or No]</p> <p>COTS implementation: [Yes or No, if yes, state the COTS package and COTS version implemented]</p>	[insert "Main Contractor" or "Member of JV/JO" or "Sub-contractor", or "Management Contractor"]
etc.				

* Please refer to Clause 15 of the ITPP for information on the date and source of the exchange rate.

EXP - 4.2 Form
Specific COTS CTAS Experience

[The following table should be completed with information on the contracts performed by the Pre-Qualification Participant(s), each member of a JV/JO, and Specialist Sub-contractor]

Date : *[insert date, month, year]*

Name of Pre-Qualification Participant : *[insert full name]*

Names of JV/JO Members : *[insert full name]*

Name of Proposed COTS CTAS Solutions : *[insert name of proposed COTS CTAS Solutions]*

Year of Proposed COTS CTAS Solutions launched : *[Year of Proposed COTS CTAS Solutions launched]*

Name of Service Package : *PENGADAAN SYSTEM
INTEGRATOR SISTEM INTI
ADMINISTRASI PERPAJAKAN
(CORE TAX ADMINISTRATION*

Number of Qualification Document : *[insert Qualification Document number]*

Date of Qualification Document : *[insert date, month, and year of Qualification Document]*

Page : *[insert page number] of [insert total number of pages] pages*

No.	Requirement	Remarks
4.2. a	The proposed COTS CTAS solution shall have been implemented in 3 countries/states or more in the last 10 years	<i>[insert contract name(s) and contract number(s), and fill the contract details in the provided tables below]</i>
	The proposed COTS CTAS solution shall have been implemented in at least 1 country-wide implementation handling direct and indirect taxes within the last 10 years	<i>[insert contract name(s) and contract number(s), and fill the contract details in the provided tables below]</i>
4.2.b	The proposed COTS CTAS solution shall have been used by total of at least 7 thousand tax employees in the last 10 years	<i>[insert the total number of tax employees use the proposed COTS CTAS solution]; and [insert contract name(s) and contract number(s), and fill the</i>

No.	Requirement	Remarks
		<i>contract details in the provided tables below]</i>
	The proposed COTS CTAS solution shall have been used by total of at least 7 million taxpayers in the last 10 years	<i>[insert total number of taxpayers use the proposed COTS CTAS]; and [insert the contract name(s) and contract number(s), and fill the contract details in the provided tables below]</i>
4.2.c	The proposed COTS CTAS solution shall already be in the market for more than 5 years	<i>[insert year of COTS CTAS solution was launched]</i>

Form 4.2.1. COTS CTAS DEVELOPMENT HISTORY

Version	Major Release (Yes/No)	Date released	Key functionality / feature changes	IP Owner	Remarks

- Attach copies of the Release Notes for each MAJOR release.

Form 4.2.2. COTS CTAS DEVELOPMENT ROADMAP

Version	Planned Release Date	Key functionality / feature changes	Reason for change	Remarks

- Attach the Development and Support Plan of the COTS CTAS Principal for the next 5 years

[As stated in Section IV, Table 1 - Qualification Criteria and Requirements, Sub-Factor 4.2., insert all relevant contracts chronologically by start dates to support the above information]

#1. Contract Name : [insert contract name]

Contract Number : [insert contract number]	Year of Implementation : [starting year] to [ending year]
Name and Version of COTS CTAS : [insert name and version of COTS CTAS]	Country of Implementation : [insert country of implementation]
Name of Implementor : [insert name of implementor]	Name of Buyer : [insert name of buyer]
Brief description of contract : [insert brief description of contract]	
Implementation coverage : [insert "Country-wide Implementation" or "Not Country-wide Implementation"]	
Type of taxes handled :	Indirect Taxes : [insert type of indirect taxes handled by the COTS CTAS]
	Direct Taxes : [insert type of direct taxes handled by the COTS CTAS]
Number of tax employees use the COTS CTAS solution in the contract : [insert number of tax employees use the COTS CTAS solution in the contract]	Number of taxpayers served by the COTS CTAS solution in the contract : [insert number of taxpayers served by the COTS CTAS solution in the contract]
Currently still in use? [Yes or No]. Current version/Last version in use: [insert version]	

#2. Contract Name : [insert contract name]

Contract Number : [insert contract number]	Year of Implementation : [starting year] to [ending year]
Name and Version of COTS CTAS : [insert name and version of COTS CTAS]	Country of Implementation : [insert country of implementation]
Name of Implementor : [insert name of implementor]	Name of Buyer : [insert name of buyer]

Brief description of contract : <i>[insert brief description of contract]</i>					
Implementation coverage : <i>[insert "Country-wide Implementation" or "Not Country-wide Implementation"]</i>					
Type of taxes handled :	<table border="0"> <tr> <td>Indirect Taxes :</td> <td><i>[insert type of indirect taxes handled by the COTS CTAS]</i></td> </tr> <tr> <td>Direct Taxes :</td> <td><i>[insert type of direct taxes handled by the COTS CTAS]</i></td> </tr> </table>	Indirect Taxes :	<i>[insert type of indirect taxes handled by the COTS CTAS]</i>	Direct Taxes :	<i>[insert type of direct taxes handled by the COTS CTAS]</i>
Indirect Taxes :	<i>[insert type of indirect taxes handled by the COTS CTAS]</i>				
Direct Taxes :	<i>[insert type of direct taxes handled by the COTS CTAS]</i>				
Number of tax employees use the COTS CTAS solution in the contract :	<table border="0"> <tr> <td><i>[insert number of tax employees use the COTS CTAS solution in the contract]</i></td> <td>Number of taxpayers served by the COTS CTAS solution in the contract :</td> <td><i>[insert number of taxpayers served by the COTS CTAS solution in the contract]</i></td> </tr> </table>	<i>[insert number of tax employees use the COTS CTAS solution in the contract]</i>	Number of taxpayers served by the COTS CTAS solution in the contract :	<i>[insert number of taxpayers served by the COTS CTAS solution in the contract]</i>	
<i>[insert number of tax employees use the COTS CTAS solution in the contract]</i>	Number of taxpayers served by the COTS CTAS solution in the contract :	<i>[insert number of taxpayers served by the COTS CTAS solution in the contract]</i>			
Currently still in use? [Yes or No]. Current version/Last version in use: <u><i>[insert version]</i></u>					

#etc. Contract Name : *[insert contract name]*

Contract Number :	<i>[insert contract number]</i>	Year of implementation :	<i>[starting year] to [ending year]</i>								
Name and version of COTS CTAS :	<i>[insert name and version of COTS CTAS]</i>	Country of Implementation :	<i>[insert country of implementation]</i>								
Name of Implementor :	<i>[insert name of implementor]</i>	Name of Buyer :	<i>[insert name of buyer]</i>								
Brief description of contract : <i>[insert brief description of contract]</i>											
Implementation coverage : <i>[insert "Country-wide Implementation" or "Not Country-wide Implementation"]</i>											
Type of taxes handled :	<table border="0"> <tr> <td>Indirect Taxes :</td> <td colspan="3"><i>[insert type of indirect taxes handled by the COTS CTAS]</i></td> </tr> <tr> <td>Direct Taxes :</td> <td colspan="3"><i>[insert type of direct taxes handled by the COTS CTAS]</i></td> </tr> </table>			Indirect Taxes :	<i>[insert type of indirect taxes handled by the COTS CTAS]</i>			Direct Taxes :	<i>[insert type of direct taxes handled by the COTS CTAS]</i>		
Indirect Taxes :	<i>[insert type of indirect taxes handled by the COTS CTAS]</i>										
Direct Taxes :	<i>[insert type of direct taxes handled by the COTS CTAS]</i>										

Number of tax employees use the COTS CTAS solution in the contract : <i>[insert number of tax employees use the COTS CTAS solution in the contract]</i>	Number of taxpayers served by the COTS CTAS solution in the contract : <i>[insert number of taxpayers served by the COTS CTAS solution in the contract]</i>
Currently still in use? [Yes or No]. Current version/Last version in use: <u>[insert version]</u>	

Section VI

Countries Declared Eligible to Participate in Pre-Qualification

Companies or individuals or goods originating from any country are declared eligible to participate in the selection, unless they are included in the list below:

- List of unrecognized countries defined by United Nations (UN)
- List of debarred companies and individuals by World Bank
- List of blacklisted goods and service companies by LKPP

Section VII
Fraud and Corruption

[Text on this Section VII shall not be modified]

That the Pre-Qualification Participants should always abide by the Applicable Law regarding KKN. To follow up this policy, definitions use the following definitions of terms:

- a. “practice of corruption” is a criminal violation as stipulated in the laws on corruption criminal violation;
- b. “practice of collusion” is an agreement or cooperation against the Law between state’s officers or between state officers and other parties harmful to the public, communities, or the state;
- c. “practice of nepotism” is every illegal action of state officers which provides benefits to their family or cronies above the interests of the public, the nation, and the country;
- d. “fraudulent practice” is an action or negligence, including providing incorrect information, which is spread openly or discreetly misguiding or an attempt to mislead, a party to acquire financial benefit or other s or to avoid an obligation;
- e. “coercion practices” are actions that damages or disadvantaging, or threatening to damage or disadvantage, directly or indirectly, certain parties or properties of the parties with illegal means to influence an action of a party;
- f. “practice of obstructing investigation” is:
 1. a deliberate action to destroy, falsify, change, or hide a material evidence of an investigation or create a false statement in an investigation with the objective of obstructing an investigation on an allegation of corrupt, fraud, collusion, nepotism, or coercion practices; and/or threaten, abuse, or intimidate other party to obstruct the party to disclose the party’s knowledge in relevant issues in an investigation, or

2. actions aimed at obstructing the execution of DJP's rights or other party's on the approval of DJP in conducting inspection or audit.

Besides that, the Pre-Qualification Participants:

- a. shall be disqualified if the Pre-Qualification Participant, the agents, Sub-Contractor including Specialist Sub-contractor, suppliers, and/or the employees, either directly or indirectly, are involved in acts of corruption, collusion, nepotism, fraud, coercion, or obstructing investigations in obtaining the Contract; and
- b. the company or individual, shall be imposed with sanctions in accordance with the Applicable Laws, including openly declaring that the company or individual as unqualified either permanently or for a certain duration of time:
 1. to be contracted by the government; and
 2. to be nominated as an agent, a Sub-contractor including the Specialist Sub-contractor, service provide, and supplier of a company which should be eligible to receive Government Contract.