
Specific Procurement Notice – Request for Proposals without Prequalification

Request for Proposal Information Systems (Design, Supply and Installation) (Without Prequalification)

Purchaser:	Ministry of Justice (MOJ) of the Republic of Armenia and the Office of the Prime Minister of the Republic of Armenia
Project:	Fourth Public Sector Modernization Project (PSMP4)
Contract title:	Procurement of the e-Notary System
Country:	Republic of Armenia
Loan No.:	9338-AM
RFP No.:	PSMP4-GO-RFP-1.2.6
Issued on:	September 5, 2025

1. The Republic of Armenia has received financing from the World Bank toward the cost of the Fourth Public Sector Modernization Project (PSMP4) and intends to apply part of the proceeds toward payments under the contract for the **Procurement of the e-Notary System**.
2. The Office of the Prime Minister of the Republic of Armenia now invites sealed Proposals from eligible Proposers for the design, implementation, testing, and localization of the **e-Notary System** (New Custom Software Solution (CSW)). The goal of the project is to design, implement, test, and deploy a new operational system in a real-world environment, in accordance with existing legal regulations and in alignment with ongoing legal reform efforts, as well as the requirements outlined in this document and other applicable legal norms governing the field. The system should digitize the entire chain of notarial functions, ensuring maximum automation of business processes.
3. The procurement process will be conducted through international competitive procurement using Request for Proposals (RFP) as specified in the World Bank's "Procurement Regulations for IPF Borrowers" dated November 2020 ("Procurement Regulations"), and is open to all eligible Proposers as defined in the Procurement Regulations.
4. Proposals will be evaluated in accordance with the evaluation process set out in the bidding documents. The following weightings shall apply for Rated Criteria: Proposal technical factors: 40% and for Proposal cost: 60 %.

5. Interested eligible Proposers may obtain further information from the Office of the Prime-Minister of RA and inspect the request for proposals document during office hours 09.00 to 18.00 of Yerevan time at the address given below.
6. The request for proposals document (the hard and/or the soft version) in English may be obtained by interested eligible Proposers upon the submission of a written application to the address below. In addition to the hard copies the document will be sent by e-mail upon request. The document may be downloaded (on a free of charge basis) also from website (https://gnumner.minfin.am/hy/page/bac_mrcuyti_haytararutyun_ev_hraver/). Moreover, the Office of the Prime Minister of RA shall not be liable for the fault or incomplete downloading from the website, or further in case of missing the Addenda to the request for proposals document. In any case, if there is a discrepancy between a hard copy and electronic one, the hard copy will prevail.
7. Proposals must be delivered to the address below **on or before October 22, 2025, by 15:00 (local time)**. Electronic procurement **will not** be permitted. Late Proposals will be rejected. The outer Proposal envelopes marked “ORIGINAL PROPOSAL”, and the inner envelopes marked “TECHNICAL PART” will be publicly opened in the presence of the Proposers’ designated representatives and anyone who chooses to attend, at the address below **on October 22, 2025, by 15:00 (local time)**. All envelopes marked “FINANCIAL PART” shall remain unopened and will be held in safe custody of the Purchaser until the second public Proposals opening.
8. All Proposals must be accompanied by a **Proposal Security**. The amount of Proposal Security required is EURO 25,000 or an equivalent amount in freely convertible currency or an equivalent amount in AMD.
9. Attention is drawn to the Procurement Regulations requiring the Borrower to disclose information on the successful Proposer’s beneficial ownership, as part of the Contract Award Notice, using the Beneficial Ownership Disclosure Form as included in the request for proposal document.
10. The address (es) referred to above is (are):

Office of the Prime Minister of RA

Address: Government House 1, Republic Square (1-st Floor, Room 115, 117)

Attn: Mr. Aharon Mkrtchyan, PSMP4 Project Manager

E-mail: info@psmp.am

City: Yerevan

ZIP Code: 0010

Country: Republic of Armenia

Telephone: (+37410)515931