

Request for Expression of Interest (REOI)

COUNTRY: Republic of Lebanon
PROJECT NAME: Fiscal Management Project (FMP)
CONSULTING SERVICES: International Consultant - Tax Administration Business Process & Legal Review for ITAS Adoption
DUTY STATION: Ministry of Finance

1. The Government of Lebanon has received financing from the World Bank toward the cost of the Fiscal Management Project (FMP). The Ministry of Finance (MOF) is seeking to use part of the proceeds of the funds to finance the position of the International Consultant - Tax Administration Business Process & Legal Review for ITAS Adoption.
2. The International Consultant will support the Ministry of Finance in preparing for the adoption of a modern Integrated Tax Administration System (ITAS) by assessing existing tax administration business processes, legal and procedural frameworks, and institutional arrangements. The Consultant will identify operational, legal, and institutional gaps, support Business Process Re-engineering (BPR), define future-state processes, recommend necessary legal and regulatory reforms, and contribute to the preparation of functional requirements for ITAS procurement.
3. **Responsibilities:** The International Consultant will support the Ministry of Finance in assessing and reforming tax administration business processes and the legal and procedural framework required to enable effective ITAS adoption. The role includes conducting a current-state assessment of tax administration laws, procedures, business processes, and institutional arrangements, with particular focus on the Income Tax and VAT Directorates; reviewing key tax administration functions including registration, filing, payment, compliance management, audit, collections, taxpayer services, notifications, and recordkeeping; identifying gaps between current practices and the requirements of a modern ITAS-enabled tax administration; identifying legal barriers to digital tax administration, including electronic filing and payment, electronic notification, and the legal validity of electronic records and communications; facilitating consultations, workshops, and validation sessions with relevant MoF departments and stakeholders; defining required BPR, procedural adjustments, and institutional changes; identifying required legal and regulatory amendments; providing functional inputs for defining the scope and requirements of the ITAS procurement; and documenting findings and recommendations for senior management.
4. **Duration:** The assignment is expected to require approximately thirty (30) working days, with the possibility of extension subject to satisfactory performance, availability of funds, and project needs.
5. **Selection Criteria:** The selection shall be based on the qualifications, experience and skills of the candidate and followed by an interview. The qualifications, experience and skills should include:

- Advanced university degree (Master's or equivalent) in Public Administration, Business Administration, Finance, Taxation, ICT, Economics, Law, or related disciplines.
 - Minimum of fifteen (15) years of professional experience in tax administration, revenue authority reform, or related public sector modernization assignments.
 - Demonstrated experience in business process re-engineering within a tax administration or revenue authority environment.
 - Experience reviewing, drafting, or advising on tax procedure legislation, tax administration regulations, or related administrative legal frameworks.
 - Strong experience supporting digitalization, tax administration modernization, or ITAS-related reform initiatives.
 - Experience working with Ministries of Finance, revenue authorities, or international organizations.
 - Excellent command of spoken and written English; knowledge of Arabic or French is an asset.
 - Ability to coordinate effectively with diverse stakeholders, including senior government officials and international partners.
6. The MOF now invites eligible Individual Consultants to indicate their interest in providing the above-mentioned services. Interested consultants must provide information indicating that they are qualified to perform the Services and furnish their Curriculum Vitae (CV) and motivation letter.
7. The attention of interested consultants is drawn to Section III, paragraphs 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers—September 2025 [Procurement in Investment Project Financing; Goods, Works, Non-Consulting and Consulting Services], setting forth the World Bank's policy on conflict of interest.
8. A consultant will be selected in accordance with the procedures set out in the World Bank's "Procurement Regulations for IPF Borrowers September 2025 for the selection of individual consultants.
9. Interested Consultants may obtain further information at the address given below from 9:00 to 14:00 hours (Beirut Local Time) on working days (Monday through Friday) or by consulting the Terms Of Reference published on the MOF website (finance.gov.lb)
10. **Deadline for submission:** The Expression of Interest (EOI), CV, and motivation letter must be delivered to the address below, in person through a sealed envelope bearing the name of the project and description of the consulting services, or by e-mail, by June 15, 2026, at 14:00 hours (Beirut local time).

Attention:

Ministry of Finance
Riad El Solh Square
Beirut – Lebanon
P181155@finance.gov.lb

Subject: EOI - International Consultant - Tax Administration Business Process & Legal Review for ITAS Adoption - Fiscal Management Project