

REPUBLIC OF KENYA
THE NATIONAL TREASURY
P. O. BOX 30007 00100
NAIROBI



EXPRESION OF INTEREST

FOR

**PROVISION OF ONSITE SUPPORT AND IMPROVEMENT OF IFMIS
APPLICATION - ORACLE E-BUSINESS SUITE FINANCIAL,
PURCHASING, BUDGETING**

TNT/EOI/02/2016-2017

NEGOTIATION NO. 405182

CLOSING DATE: TUESDAY 21ST MARCH, 2017 AT 10.00 AM.



EXPRESSION OF INTEREST
THE NATIONAL TREASURY
NATIONAL COMPETITIVE BIDDING

The National Treasury invites Expression of Interest from interested eligible bidders for the following tenders.

S/No	Tender No.	IFMIS Negotiation Number	Description
1.	TNT/EOI/01/2016 - 2017	405181	Procurement of the IFMIS primary site infrastructure refresh and disaster recovery solution
2.	TNT/EOI/02/2016 - 2017	405182	Provision of onsite support and improvement of IFMIS application - oracle e-business suite financial, purchasing, budgeting
3.	TNT/EOI/03/2016 - 2017	405183	Provision of IFMIS security solution

The bidders may download detailed information from the website <http://treasury.go.ke> or supplier.treasury.go.ke and those who download the documents from the website **must forward their particulars immediately for recording and any further clarifications and addenda to procurement@treasury.go.ke.**

Completed Expression of Interest documents, enclosed in plain sealed envelope, marked **EOI with the relevant EOI number and title** shall be addressed to:-

**The Principal Secretary,
The National Treasury,
P.O. Box 30007 – 00100,
Nairobi, Kenya**

and be deposited in the tender box provided at the Treasury Building, 6th Floor, Harambee Avenue, Nairobi, so as to be received on or before **Tuesday 21st March, 2017 at 10.00 am.**

The Expression of Interest will be opened immediately thereafter in the presence of the tenderers or their representatives who choose to attend the opening at The National Treasury, Treasury Building, 6th floor, Conference Room No. 603 on **Tuesday 21st March, 2017 at 10.30 a.m.**

**HEAD, SUPPLY CHAIN MANAGEMENT SERVICES
FOR: PRINCIPAL SECRETARY**

TERMS OF REFERENCE FOR PROVISION OF ONSITE SUPPORT AND IMPROVEMENT OF IFMIS APPLICATION - ORACLE E-BUSINESS SUITE FINANCIAL, PURCHASING, BUDGETING

BACKGROUND

The implementation of Integrated Financial Management System (IFMIS) in Kenya commenced in 2003, as a key Public Financial Management reform initiative under the country-wide Economic Recovery Strategy for Wealth and Employment Creation (ERS). IFMIS was one of the many innovations introduced, designed to facilitate the government's ability to leverage on information technology to facilitate prudence in public financial management.

The initial IFMIS implementation consisted of only three modules; these are General Ledger, Purchase Order and Accounts Payable. The system encountered its fair share of challenges including; disharmony between automated and manual processes that compromised data quality and accuracy; poor infrastructure and lack of professional support; negative perception amongst users and customers, and a budget system was standalone with its own different Chart of Accounts. Full integration of all the financial management processes was therefore never fully actualized.

With only three financial modules in operation by 2010, public financial management (PFM) in Kenya relied almost exclusively on manual processes (including expenditure approval and bank reconciliation processes) which undermined the security and integrity of PFM. In addition, the three modules were separately managed and implemented by respective departments at the then Ministry of Finance in a silo based framework. This called for a re-engineering of the system.

The Re-engineering of the Integrated Financial Management Information System (IFMIS) was initiated in 2011, and guided by the Strategic Plan for the period 2011-2013. The subsequent IFMIS Re-engineering Strategic Plan (2013-2018) was developed informed by the progress of implementation and the changes in the government structure. The focus of the second Strategic Plan was to ensure optimal use of the system in national and county governments in contribution towards efficient and effective management of public funds.

Both of these Strategic plans were premised on the following components:

- i. **Re-engineering for Business Results:** This component's objective is to re-engineer business processes for improved financial management.
- ii. **Plan to Budget (P2B):** This component is aimed at providing a structured framework for development and deployment of a fully functional, automated planning and budgeting system, aimed at improving the accuracy and efficiency in the Government's planning and budgeting process.
- iii. **Procure to Pay:** This component is aimed at creating an end to end automated process that starts at development of procurement plans, to the actual procurement of goods and services, to payment of suppliers for goods or services delivered.
- iv. **Revenue to Cash:** This component is aimed at providing functionalities for collection, recording and classification and reporting of Government revenue. It involves all activities related to revenue and cash management from generation, collection, recording of revenue and distribution of funds to the ministries.
- v. **Record to Report:** This component encompasses all activities that include the updating and maintenance of the general ledger, the reconciliation of sub ledgers to the general ledger and

closing of books. It also includes recording, control and reporting on fixed assets at both National and County level.

- vi. **ICT to Support:** The main objective of this component is to provide the technical support underpinning effective and efficient automation of all the IFMIS processes. ICT to Support aims to provide the infrastructure and support required for a fully functional financial management system.
- vii. **Communicate to Change:** This component focuses on change management, capacity enhancement, information generation and dispersion, education and effective communication among IFMIS stakeholders.

Since the roll out of the re-engineering programme, the National Treasury has implemented six accounting modules of the IFMIS Re-engineering. These include **General Ledger**, which ensures the observance of double entry principle and enables obtaining current balance sheet at any moment, **Accounts Receivable**, **Purchase Order**, **Fixed Assets**, **Cash Management** which facilitates automatic bank reconciliation, allowing a closer monitoring of outstanding bills and cash in bank accounts, and **Accounts Payable** module which has facilitated automation of approval hierarchy in the system, thereby enabling a faster transaction processing cycle, and elimination of errors in the transaction processes.

The system has been rolled out to ministries, departments and agencies in the national government, and to the 47 counties. The plan to budget system is in use to develop supplementary and budget estimates in national and county governments.

The e-procurement was launched in 2014. The e-procurement platform is one of the modules within the IFMIS that ensures that government procurement is done electronically to entrench efficiency, effectiveness and accountability. The IFMIS e-procurement system has been rolled out to Ministries, Departments, Agencies, parastatals and the 47 County governments. The modules that are in use are supplier management, requisition management, tender management (Sourcing), contract management, receipt management and inventory management.

The e-procurement module also introduced the Item Master in line with item categories outlined in the United Nations Standard Product and Services Classification (UNSPSC). The Public Procurement and Regulatory Authority (PPRA) has been a close partner in the implementation of the item master, and facilitates the standardization of codes and market pricing for all commonly procured goods and items.

The IFMIS e-procurement facilitates the development and approval of Procurement Plans in the system. The budget is linked to the procurement and payment processes to ensure that all purchases made within a spending unit have requisite budget allocation, and guaranteed resources for their payment. The Procurement Plans are also revised through the system in line with supplementary budget provisions. Further, the system provides for an interlinked system of internal controls providing clear audit trails and identification of the originator for all transactions.

1. Scope of the Assignment

The support assignment broadly covers the following two areas:

- Comprehensive support services of the Functional, Technical, APPSDBA and DBA Support for the following applications:-
 - Oracle Hyperion Planning & Budgeting and E- Business Suite Version R12.x
 - SOA and relevant integrations.

- Re-implementation and Support of Oracle BI solution.

The details of the software and technology covered under the support contract are provided below.

1.1. Support for Oracle Hyperion Planning & Budgeting and E- Business Suite Software

The support will include standard and custom functionalities and objects for the modules listed below.

1.1.1.Oracle Hyperion and EBS Software

1. Oracle Hyperion Planning Plus
2. Oracle EBS Financials
3. Oracle EBS Purchasing
4. Oracle EBS i-Procurement (Advanced Procurement)
5. Oracle EBS Procurement Contracts for Oracle Purchasing (Advanced Procurement)
6. Oracle EBS Sourcing for Oracle Purchasing (Advanced Procurement)
7. Oracle EBS iSupplier Portal for Oracle Purchasing (Advanced Procurement)
8. Oracle EBS Supplier Lifecycle Management (Advanced Procurement)
9. Customized Cash Management Solution using oracle forms, reports, PL/SQL and SQL
(See detailed in Appendix 1)

1.1.2.Oracle Core Technology Software

10. Internet Application Server Enterprise Edition
11. Oracle WebLogic suite
12. Oracle Database Enterprise Edition
13. Oracle Real Application Clusters
14. Oracle Active Data Guard
15. Oracle Tuning Pack
16. Oracle Diagnostics Pack
17. Oracle Partitioning
18. Database Vault & Firewall
19. Oracle Solaris Operating System

1.1.3.Oracle SOA Technology Software

20. Oracle Enterprise Repository
21. Oracle API Gateway
22. Oracle E-Business Suite Adapter
23. Oracle Application Adapters - SAP
24. Oracle SOA Suite for Oracle Middleware
25. Oracle Unified Business Process Management Suite
26. Integrations within the IFMIS modules and other third party system (see integration details in Appendix 2)

1.2. Re-implementation and Support of BI solution

The scope will include, re-implementation, training and support of the BI solution

1.2.1.Objectives

The National Treasury aims to re-implement the Business Intelligence solution to achieve the following objectives;-

- Automation of extract, transform and load the business data processes.
- Simplified procedures for creating interactive reports and analytics.

- Displaying business data on dashboards and key performance indicators (KPIs). "" Displaying business data on interactive map.
- Implement a fast and easy deployment within 30 days to allow IFMIS business users to quickly and easily visualize transactional information in the ERP
- Implement a self-service data visualization environment that is fully integrated into the ERP

1.2.2.Oracle Business Intelligence Application

The following modules will be re-implemented and supported after go-live.

- 27. Oracle Procurement and Spend Analytics Fusion Edition
- 28. Oracle Financial Analytics
- 29. Oracle Business Intelligence Foundation Suite
- 30. Oracle Data Integrator for Business Intelligence
- 31. Oracle Data Visualization

Duration: The estimated number of consultancy years/months/ days required for the assignment is: thirty-six (36) months that is three (3) years on performance basis

Reporting: The consultant will be answerable to the Project Manager, IFMIS Department

EVALUATION CRITERIA

Technical evaluation will be based on the following key areas and will constitute

Preliminary Evaluation (Mandatory)

S/No	Description
1.	Must attach certificate of registration / incorporation
2.	Must attach copies of tax compliance Certificate
3.	Manufacturer Authorization Letter

Technical Evaluation

S/No	Description	Max Scores
1.	<p>Specific Understanding and experience of the Consulting Firm in relation to the assignment</p> <p>Company's certified three (3) years audited Accounts.</p> <p>a. Demonstrate clear understanding of the oracle database/applications financials purchasing and sun microsystem servers</p> <p>b. Details of work done earlier with evidence of Installation, Configuration, Implementation, Administration and</p>	20

	<p>Tuning of Oracle 10g / 11g database and EBS Suite R12 on Sun Solaris 10 environment</p> <ul style="list-style-type: none"> c. Details of work done earlier with evidence of Installation, Configuration, Implementation, Administration and Tuning of Oracle 10g / 11g database and Hyperion Planning Plus on Sun Solaris 10 and Windows environments d. Experience in Installation, Configuration, Implementation and Administration of Oracle E-Business Suite (Financials and SCM) release R12 and above including reports and forms customization. e. Experienced in Implementation & support of Business Intelligence systems f. Experienced in Support of Oracle Enterprise Performance Management Systems in a Large Enterprise in the Middle East and Africa Region g. Experience in backup management h. Experience in Sun Solaris 5.10 operating system i. Reliability and performance of the proposed solution, demonstrated by a proven track record in other customer sites <ul style="list-style-type: none"> i. Government Experience ii. Other large institutions 	
2.	<p>Adequacy of the proposed work plan and methodology in responding to the Terms of Reference</p> <ul style="list-style-type: none"> a) Provision of support services for oracle database/ applications financials purchasing <ul style="list-style-type: none"> i. A detailed description of the system implementation approach you will use in terms of <ul style="list-style-type: none"> ✓ technical support ✓ infrastructure support ✓ functional support ✓ application support 	40

	<ul style="list-style-type: none"> ii. Proposed Incident Resolution Management iii. Data Security proposal iv. Describe your plans to ensure continuous knowledge transfer of staff over the duration of the system support v. Detailed description of the proposed project structure to be used in the implementation process including a detailed description of roles and responsibilities vi. Description of the project plan and proposed timelines for the implementation b) Clear and Detailed risk management framework; Business continuity plan c) Clear change management strategy that includes a Reporting and Communication Plan (clear explanation of how change management will be undertaken) 	
3.	<p>Qualifications and Competence of the key Staff for the assignment</p> <ul style="list-style-type: none"> a. Project Manager / Oracle EBS Financial Functional Consultant b. Oracle EBS Functional Financial Consultant c. Oracle Supply Chain Management Functional Consultant d. Oracle Hyperion Functional Consultant for Planning & Budgeting e. Oracle Hyperion Technical Consultant for Planning & Budgeting f. Technical Consultant (Developer) g. Oracle EBS APPSDBA / Database DBA 	40
	Total	100

The number of points to be assigned to each evaluation sub criteria for qualification of staff are;

	Points
i. Experience of the firm / consultant in relation to the assignment	30
ii. Proposed work plan and approach	40
iii. Key professional personnel	40

The minimum technical score required to pass is 70 points

TECHNICAL PROPOSAL

1. TECHNICAL PROPOSAL SUBMISSION FORM

[_____ Date]

To: _____ [Name and address of Client]

Ladies/Gentlemen:

We, the undersigned, offer to provide the consulting services for _____
_____ [Title of consulting services] in accordance with your
Request for Proposal dated _____ [Date] and our Proposal. We are
hereby submitting our Proposal, which includes only Technical Proposal.

We understand you are not bound to accept any Proposal that you receive.

We remain,

Yours sincerely,

_____ [Authorized Signature]:

_____ [Name and Title of Signatory]

_____ [Name of Firm]

_____ [Address:]

Staff provided by Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:
Narrative Description of project:
Description of Actual Services Provided by Your Staff:

Firm's Name: _____

Name and title of signatory; _____

(May be amended as necessary)

3. COMMENTS AND SUGGESTIONS OF CONSULTANTS ON THE TERMS OF REFERENCE AND ON DATA, SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT.

On the Terms of Reference:

1.

2.

3.

4.

5.

On the data, services and facilities to be provided by the Client:

1.

2.

3.

4.

5.

4. DESCRIPTION OF THE METHODOLOGY AND WORK PLAN FOR PERFORMING THE ASSIGNMENT

5. TEAM COMPOSITION AND TASK ASSIGNMENTS

1. Technical/Managerial Staff

Name	Position	Task

2. Support Staff

Name	Position	Task

6. FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

Proposed Position: _____
Name of Firm: _____
Name of Staff: _____
Profession: _____
Date of Birth: _____
Years with Firm: _____ Nationality: _____
Membership in Professional Societies: _____
Detailed Tasks Assigned: _____

Key Qualifications:

[Give an outline of staff member's experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations].

Education:

[Summarize college/university and other specialized education of staff member, giving names of schools, dates attended and degree[s] obtained.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments.]

Certification:

I, the undersigned, certify that these data correctly describe me, my qualifications, and my experience.

[Signature of staff member] Date: _____

[Signature of authorised representative of the firm] Date: _____

Full name of staff member:

Full name of authorized representative: _____

7. TIME SCHEDULE FOR PROFESSIONAL PERSONNEL

Months (in the Form of a Bar Chart)

Name	Position	Reports Due/ Activities	1	2	3	4	5	6	7	8	9	10	11	12	Number of months

Reports Due: _____

Activities Duration: _____

Signature: _____

(Authorized representative)

Full Name: _____

Title: _____

Address: _____

8. ACTIVITY (WORK) SCHEDULE

(a). Field Investigation and Study Items

[1st, 2nd, etc, are months from the start of assignment)

	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th	9 th	10 th	11 th	12 th	
Activity (Work)													

(b). Completion and Submission of Reports

Reports	Date
1. Inception Report	
2. Interim Progress Report (a) First Status Report (b) Second Status Report	
3. Draft Report	
4. Final Report	