



Banque Nationale du Rwanda

National Bank of Rwanda

Finance and General Services Department

Invitation for Bids (IFB)

1. The *NATIONAL BANK OF RWANDA* (hereinafter called “Client”) has funds from *ordinary budget* towards the cost for **SUPPLY AND IMPLEMENTATION OF CORE BANKING AND ENTERPRISE RESOURCE PLANNING (ERP) SYSTEMS**. The Client intends to apply a portion of the ordinary budget to eligible payments under the contract for which this Request for Proposals is issued;
2. The *NATIONAL BANK OF RWANDA* now invites sealed bids from eligible Bidders for the followings:
 - a. Supply of integrated packaged software to cover the required functionality of the Core banking and Enterprise resource planning (ERP)
 - b. Sizing, supply, and installation of the required processing capacity (hardware), system software, middleware and associated system management tool set;
 - c. Confirmation and/or specification of system functional and user requirements, and documentation of technical functionality;
 - d. Development, testing, and implementation of the required application software functionality and linkages;
 - e. Provision of comprehensive operating documentation;
 - f. Training of the NBR’s staff in the day-to-day business administration and technical operations of the system;
 - g. On-site support of the systems for a period of at least 3 month after cutover;
 - h. Maintenance of software and hardware during the first five years to be quoted separately from the supply and implementation.

More details on the services are provided in the technical specifications included.

3. Tender Documents in *English* may be obtained during the working days from **May 23rd, 2011** at **8:00** am in *Finance and General Services Department* upon presentation of payment proof of non-refundable fees of *one hundred dollars (100 US\$) or equivalent in Rwandan Francs* to Account N° **722.00.20** named “**Recupération diverses**” open at National Bank of Rwanda;
4. The bidders shall submit the following **documents** in its **technical proposals**:
 - a. Bid security delivered by a bank or an insurance company of one hundred thousand US dollars (100 000 US\$) or equivalent in Rwandan francs;
 - b. Proof of references of similar software (core banking and ERP) operational in at least 3 central banks (Being operational in the central banks of African countries shall be an added advantage);
 - c. Manufacturer's authorizations and certificate of origin;
 - d. Certified copies of academic degrees and professional certificates of key personnel;
 - e. Updated, detailed curriculum vitae of key personnel signed by their owner;
 - f. A copy of Trading License;
 - g. Proof of purchase of tender document;

Note: Any missing document could lead to disqualification of bidder.

5. The Bidder will be selected under *the procurement method of quality cost based selection (QCBS)* and procedures described in the Instruction to Bidders, data sheet, in accordance with the Law on Public Procurement in force at Rwanda. Therefore, The tender is open to all bidders that meet the following minimum qualification criteria.
 - a. Bids must be for **packaged software** for the entire system (both Core banking and ERP components). The NBR does not wish to undertake systems development (although it is appreciated that some bespoke software development may need to be carried out, for example for interfacing different modules);
 - b. The core banking and ERP components must be fully developed. The NBR will expect the full functionality including necessary integration to be demonstrated as part of the proposal evaluation process;
 - c. Bidder must be able to supply and support the necessary hardware to run the proposed solution;
 - d. The Bidder must have on its current staff at least one key person in each of the following specialist areas involved in the project:
 - i. Application software design and development
 - ii. Systems integration
 - iii. Core Banking in central bank
 - iv. Enterprise resource planning in central bank
 - v. Hardware and networking
 - vi. Database administration
 - vii. Training of technical staffs and non-technical end-users.
 - e. Each key person should meet the following minimum requirements:
 - i. Ten years of relevant experience, with the last five years in the particular specialist area;
 - ii. The last three years of industry experience in management/team leadership capacity.
 - f. The project manager nominated by the bidder should have at least ten years relevant industry experience, the last five of which should have included project management responsibility for staff over extended periods involving the development, implementation, operation and support of integrated core banking and ERP systems.
6. Bidders may form a joint venture whenever required
7. The bids shall be submitted to the following address:

Attention: Finance and General Services Department
BNR, P.o.Box: 531 Kigali – Rwanda Tél. : (+250) 252 59 14 2200 / 252 59 14 2231 (30 lignes)/ 0788 17 2200 / 0788 17 2231 (30 lignes) Fax : (+250) 252 57 25 51/ 57 73 91
E-mail: brutayisire@bnr.rw ; psafari@bnr.rw, amukangango@bnr.rw
8. Well printed bids, signed, dated, stamped, and sealed must be deposited in **the tender box n°1** located at Finance and General Services Department, second floor. Bids must be presented in four copies one of which is the original, addressed to the Department of Finance and General Services, to the above mentioned address not later than **06/07/2011** at **09h00 am** local time, **07h00 am GMT**. Late bids shall be rejected;

- 9 The outer envelope containing two envelopes: The first sealed envelope will be marked "**TECHNICAL PROPOSAL**" with the name and address of the bidder. The **second envelope** will be marked "**FINANCIAL PROPOSAL**" with bidder's name and address;
10. The bids opening will be held in the presence of bidders or their representatives wishing to attend, in the BNR premises on **06/07/2011** at **10:00 am local time** or **8:00 am GMT**;
11. The tender shall be governed by the Act No 12/2007 of 27/03/2007 on public procurement.

Yours sincerely,

NATIONAL BANK OF RWANDA

MUKANGANGO Anathalie
Manager, Procurement

SAFARI Philémon
Assistant Director, Procurement
Maintenance and Security