



REQUEST FOR PROPOSAL

Proposal of Reconciliation Reporting SYSTEM

BANK OF BARODA, Territory Office, Mauritius, having its office at Bank of Baroda Building, 2nd Floor, P B No. 553, No. 32 , Sir William Newton Street, Port Louis Mauritius in the process of selecting a service provider for implementation of Reconciliation of various accounts

Sealed proposals Technical bid & financial bid (separately) are invited from Service providers for providing solution for Reconciliation of various accounts in different currencies

Scope & Deliverables

The project work shall inter-alia include:

- a) Studying the existing set of returns and developing the logic for each return. Total Number of reconciliation accounts 20.
- b) System study, design, development, testing, implementation and commissioning & support. This includes installation of all software at the Bank's main and DR sites.
- c) Automate extraction/Upload of data from various data sources into Database
- d) Provide a user friendly front end interface to users for manual upload of data / report generation
- e) Dashboard for monitoring of reconciliation
- f) Documentation for end users and system administrators.
- g) Training for end users and system administrators.
- h) Maintenance and technical support.
- i) Maintain audit logs
- j) Archival of Historical Data and housekeeping
- k) Provide reports in Excel, PDF, TXT formats
- l) User Management module
- m) User manual and Technical Manual to be provided

General Requirements

1. The system must be user-friendly and intuitive and provide a uniform look-and feel across the different screens.
2. The system must provide context sensitive help in each screen.

3. The system must allow data and documents to be easily imported and exported into common third-party applications (e.g., Excel, Word, PDF, etc.).
4. The system shall log all activities by all users and the facility to query/view/print an activity log should be provided. Any corrections made to the system data should be recorded and printed in the form of Audit Trail reports.
5. Version control for the logic for the software must be maintained.
6. Bidder must specify how issues regarding security will be taken care of in the system.
7. Bidder must provide appropriate backup and disaster recovery plan.
8. Bidders are advised that they may be requested to provide further information, participate in a 'proof of concept' workshop plus a top management briefing and Presentation.
9. The implementation of the project should be completed within 1 months of Contract allocation except if an alternate timeframe is mutually agreed between the successful bidder and the Bank.
10. To provide list of software and Hardware required from Bank of the RBSIFRS9 system
11. No electronic proposal will be accepted.
12. Bidders should provide a Bank Guarantee for 10% of bid amount from GO-Live date for 12 months

The implementation of the project consists of the following s:

- a) **Design, Development and Installation:** This includes the coding of the software and the installation and configuration of hardware, software and network infrastructure needed for the successful running of the system, including all its components at the various locations where it is intended to be used.
- b) **Testing and Training:** This includes the successful testing of the system and All its components at the various locations where it is intended to be used, by the bidder and by users. It also consists of the training of end users and system administrators, and other technical staff

Time Schedule

Service Provider is required to complete the assignment within the time frame fixed by the Bank.

We shall appreciate if you could send your complete proposal, at our Bank, by the 18th September 2020 at 15.00hrs in a selected envelope marked "Proposal for Regulatory RBSIFRS9 Reporting Solution", for the attention of:

The Vice President
Bank of Baroda
Sir William Newton Street
Port Louis
Mauritius
28.08.2020

Information required

Profile of the Service Provider with full address

- Past experience
- Names of Banks/other financial institutions where the service provider rendering services etc.

Sealed offer Eligibility, Technical & Financial bid are to be submitted separately with mention on the cover **“Proposal for Reconciliation Reporting ”** at the following address on or before 18th September 2020 at 15.00hrs

The Vice President
Bank of Baroda
Head Office
Sir William Newton Street
Port Louis

No submissions after 15.00 hours shall be accepted.

Bank reserves the right to accept or reject any offer without assigning any reasons whatsoever. Any decision taken by Bank at any point of time in connection with this process shall be final and conclusive and no claim or dispute in that regard shall be entertained.

VICE PRESIDENT,
BANK OF BARODA,
MAURITIUS TERRITORY
28.08.2020

Eligibility Proposal

1. Primary Details of the Company

1.1 Name of the Company	
1.2 Registered Office	
1.3 Date of Establishment	
1.4 Name of the CEO of the Company and other Key Persons	
1.5 Contact Person(s) and the details for the current RBSIFRS9 Project	
1.6 Quality Standards/Certifications held by the Company	
1.7 Is Company a part of any Group Entity? Do other Associates/Subsidiaries in the Group handle similar projects?	
1.8 Are there any legal cases pending against the Company/or Key Personnel of the Company.	

2. Current Project Related Details

2.1 No. and names of major Reconciliation reporting Related Projects handled directly by the Company for Banking Sector Clients.	
2.2 No. and names of major Reconciliation reporting Related Projects handled at the at Back end for other Solution Providers.	
2.3 No. and names of Reconciliation reporting Projects handled directly by the Company for Banking Clients	
2.4 No. and names of Reconciliation reporting Projects handled at the back end for other Solution providers	
2.5 No. and names of other Major Challenging Projects handled for the Banking Sector.	
2.6 Name of any Projects handled in the past, which were not implemented on time?	
2.7 Are you associated with Reconciliation reporting Project for other Banks ? What is your level of engagement in this Project with any of the other Banks ? What is your understanding of the challenges, and progress status of implementation of Reconciliation reporting elsewhere?	
2.8 Client Reference and contact details for the Reconciliation reporting.	
2.9 Do we have your approval for making	

independent enquires with client references?	
2.10 Will you be in a position share Purchase Order of your important clients? (Subject to adherence to the Client Confidential Model adopted by the Company)	
2.11 What will be the hardware specification recommended by you?	
2.12 Can other project implementation activity be concurrently done on same hardware?	
2.13 When will the AMC and CR take effect from?	
2.14 What will be the major activities envisaged under AMC?	

Financial Strength Details of the Company

3.1 Paid Up Capital	
3.2 Whether Company has Bank Borrowings in its Balance Sheet?	
3.3 In case of Bank Borrowings, are there any over dues/default?	
3.4 Profits/Losses made during the last 2 years as per Audited Balance Sheet?	
3.5 Sales/Revenues during the last 2 years as per Audited Balance Sheet? (Any extraordinary or one time revenues to be excluded)In US Dollars	
3.6 Name of Projects contributing to Major Revenue Stream	
3.7 Any Adverse remarks/qualifications in the Balance Sheet of the Company?	
3.8 Any dues to Government agencies or of statutory nature?	
3.9 Are your Audited Balance Sheets in Public domain and independently accessible by Bank? If not, how can Bank get assurance on your Financials?	

Technical Resource Competence

4.1 No of Staff on the Rolls of the Company	
4.2 What do you think are the technical competencies required for the project?	
4.3 No of employees with desired technical competencies for the Project in your Company?	

4.4 Bench Strength in case of attritions of Key Personnel for the Project. Especially if your company is assigned other Banks' project for RBSIFRS9	
4.5 Has the Resource Personnel been identified for the Project?	
4.6 Qualifications of the Key Personnel identified for the Project.	

Technical Proposal – Format

Cover Page (also to be used on sealed envelope):

The title: **Technical Proposal – Reconciliation Reporting**

The Deadline for submission,

The Bidder's name,

The Bidder's contact person (including title)

The Bidder's address,

The Bidder's contact telephone number,

The Bidder's e-mail address

Giving all relevant and pertaining technical details which would enable Bank to analyse and understand the solution provided by the bidder vis-a-vis compatible Hardware requirements

Financial Proposal – Format

Cover Page (also to be used on sealed envelope):

The title: **Financial Proposal - Reconciliation Reporting**

The Deadline for submission,

The Bidder's name,

The Bidder's contact person (including title)

The Bidder's address,

The Bidder's contact telephone number,

The Bidder's e-mail address.

Giving complete details of Total cost and break up of cost and other clauses like Terms of Payment, Warranty, Maintenance support , Disclaimer, Liquidated Damages, Change Request charges etc.

Prices must be inclusive of all taxes and should include any labour, insurance, Transport and any other additional expenses incurred during the course of the Implementation of the system

The Bank reserves the right to call upon the bidder for a demonstration of the products offered by them.
