



## E PROCUREMENT SYSTEM - 28TH JUNE 2024 SET 1

QUESTION	RESPONSE
<p>Please consider extending the submission deadline by at least two weeks and extend accordingly the deadline to seek clarifications.</p>	<p><b>Granted, closing date revised to 19<sup>th</sup> July 2024. Time and all other conditions remain the same</b></p> <p><b>Clarifications seeking timeline also extended to 05<sup>th</sup> July 2024 and all responses shall be published on the 08<sup>th</sup> July at <a href="http://www.centralbank.org.ls">www.centralbank.org.ls</a></b></p>
<p>Could you disclose the budget for the project?</p>	<p><b>Not Permitted</b></p>
<p>Could you please provide information regarding the source of funding for this project?</p>	<p><b>The Central Bank of Lesotho</b></p>
<p>Could you please specify the total expected duration of the contract? Is there an option for extensions beyond the initial period and if yes how long?</p>	<p><b>9 months Extension up to 1 month</b></p>
<p>Could you please specify the desirable time period from project initiation to Go-Live</p>	<p><b>July 2025</b></p>
<p>In section 3.1, page 7, of the RFP document we read in point 2: “The system should integrate with other systems such as ERP, Budget, Fixed Assets and Inventory Management, and Email systems and have the ability to attach and reference electronic data.”</p> <p>Could you please provide the exact number of integrations to be implemented during the project?</p>	<p><b>5</b></p>
<p>In section 3.1, page 9 of the RFP document, we read in point 3 “The system must guarantee close to 100% availability both onsite and offsite across all the platforms it will be implemented on.” Can you please clarify the meaning of the terms “onsite” and “offsite” ?</p>	<p><b>Off site means remote use and onsite within the premises of the Bank</b></p>
<p>In the first and second sheet of the Requirements Matrix Excel file, you mention</p>	<p><b>That is a typo. The correct words should be “E-Procurement and e-tendering system”</b></p>

<p>the term “e-Signature solution” which seems irrelevant with the tender. For example, in sheet “1. Instructions”, we read “PROJECT: IMPLEMENTATION OF E-SIGNATURE SOLUTION” and in sheet “2. Company Background”, we read in requirement CB-COR-06 “Are there any other finance-related challenges that will affect implementation of the E-Signature Solution?”. We understand the term “e-Signature Solution” should be replaced by the term “e-Tendering System”. Please confirm.</p>	<p><b>The Matrix has been corrected and posted on the website</b></p>
<p>2. In the Requirements Matrix excel file, in sheet “3. Requirements” it is not clear which of the requirements are mandatory and which are desirable. Please provide an updated version of the matrix clearly stating the mandatory and desirable requirements.</p>	<p><b>All mandatory and important</b></p>
<p>n page 4, section 3.1 of the RFP document, we read “The system should have the following functionalities and capabilities:”. According to the terminology for this RFP in section 2, page 4, “should” or “Desirable” means a requirement having a significant degree of importance to the objectives of the RFP. Thus, our understanding is that requirements 1 to 13 as in pages 4 to 7 (“1. Vendor management and collaboration”, “2. Annual Acquisition Planning”, etc. up to 13. Integration and Scalability”) are not mandatory. Please confirm our understanding.</p>	<p><b>The correct word applicable on section 3.1 is “must” in place of should.</b></p>
<p>In page 13, section 4.1 of the RFP document, we read “The Team Leader and Project Manager should possess at least 3 years’ relevant experience in assignments of similar nature”. Could you please clarify whether the Team Leader and Project Manager are the same or two distinct individuals?</p>	<p><b>Two distinct individuals</b></p>
<p>How many Staff members are there at CBL?</p>	<p><b>345</b></p>

How many branches are there at CBL?	<b>One</b>
How many Users are going to the E-Procurement and E-Tendering System at CBL?	<b>200+</b>
Does CBL have a current enterprise resource planning (ERP) platform in their current enterprise architecture (EA)?	<b>Yes</b>
Is CBL running their environment on a closed environment or an open environment "The Internet"?	<b>Both environments can be supported depending on the need</b>
What is the current position of CBL regarding Cloud Based Solutions?	<b>Cloud based solutions are allowed, but we also allow On-Premise or Hybrid solutions</b>
Is CBL using Office 365?	<b>YES</b>
At what stage of the bidding will the Performance Bond of not less than 10% of the bid amount, will be required?	<b>It may be required from the winning bidder at pre contract stage</b>
How many marks will be allocated to CVs of proposed experts?	<b>As shown on the RFP marks allocated for that area = 5</b>
Is there a limit to the number of CVs that must be submitted? For which specific positions, if any?	<b>No</b>
In the requirements matrix spreadsheet, the sheet labelled Instructions and the one labelled Company Background keep referring to IMPLEMENTATION OF E-SIGNATURE. Is this in order?	<b>That is a typo. The correct words should be "E-Procurement and e-tendering system" The Matrix has been corrected and posted on the website</b>
How long will the contract period be?	<b>It is intended to complete commissioning and go live in the in the second half of 2025</b>
I would humbly request for an extension to the deadline of submission for the 5 <sup>th</sup> of July 2024.	<b>Granted, closing date revised to 19th July 2024. Time and all other conditions remain the same Clarifications seeking timeline also extended to 05th July 2024 and all responses shall be published on the 08th July at <a href="http://www.centralbank.org.ls">www.centralbank.org.ls</a></b>
Is Withholding tax mandatory	<b>Yes -This is a legal requirement but not on licensing subscriptions</b>
Is Performance Bond Mandatory	<b>Not Mandatory but may be required from the winning bidder</b>
Advance Payments: please clarify	<b>For project implementation (commissioning of the system, payment shall be made in</b>

	<b>milestones for service provided. In a case where advance payment is needed, you will have to provide an advance payment guarantee</b>
Joint Venture : “assume contracting responsibility and liability-Please clarify	<b>This means that should you partner with another company, and the partnership is not registered, you will have to appoint a lead company. This is because the Bank would not enter into a contract with all partners but one who will assume contracting responsibility and liability.</b>
We would also like to request an extension on the due date of the RFP, as there is a lot of technical information to complete.	<b>Granted, closing date revised to 19th July 2024. Time and all other conditions remain the same Clarifications seeking timeline also extended to 05th July 2024 and all responses shall be published on the 08th July at <a href="http://www.centralbank.org.ls">www.centralbank.org.ls</a></b>
What ERP system do is used at CBL?	<b>SAGE 300</b>
What other systems does our application have to integrate with, other than the ERP system?	<b>Email , Fixed Asset Management System and the Budget System( IDU Software)</b>
How many users are we looking at?	<b>200+</b>
Is it for one branch or multiple branches, if more than one, how many branches?	<b>One Branch</b>