



REQUEST FOR EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES

CONSULTANCY SERVICES FOR THE IMPLEMENTATION OF A MANAGEMENT INFORMATION SYSTEM AT
THE NATIONAL EMPOWERMENT FOUNDATION

The National Empowerment Foundation (NEF), operating within the policy framework of the Ministry of Social Integration and Economic Empowerment, executes programmes/projects in favour of vulnerable groups. The NEF is in process of implementing a Management Information System in accordance with the latest technology and specifications.

In this respect, the NEF is calling for Expression of Interest from qualified consultancy firms/ individuals to provide consultancy services comprising mainly the following:

- (i) A comprehensive strategy for the planning, design, implementation and integration of an MIS solution. Such a strategy would include infrastructure requirements, project plans, staffing structures, deliverables, methodology, implementation schedules and budgetary requirements.
- (ii) IT strategy based on the Business Process Re-engineering exercise.
- (iii) Identification of latest technology for Software & Hardware requirements.
- (iv) Preparation of Software Requirements Specifications (SRS).
- (v) Preparation of all bid documents for all work to be contracted, evaluation of bids received and assisting the NEF in the award of contracts.
- (vi) Supervising the implementation of the MIS.
- (vii) Ensuring compliance with specifications and successful completion of the implementation of the MIS.

Time Frame

The consultancy firm/ individual shall be engaged for a period of 24 months or until the successful completion of the implementation of the MIS.

Submission of Expression of Interest

Expression of Interest shall be brief and concise and include as a minimum:

- i. A profile of the company and its audited financial statements for the last two years, its organization and staffing; in the case of associations between two or more firms, the name, address and profile of the participating firm(s), and the nature of the association (e.g., joint venture, subcontracting and the like). The lead firm must be clearly identified.
- ii. Details of experience in similar assignments undertaken in the previous five years, including name of clients, locations, duration, description of assignments, value of services provided and firm's role in the assignment.
- iii. CV's of personnel who could be available to work on the assignment, including academic qualifications, experience in managing strategic computerization projects in the public sector or at the national level, nature and proficiency in speaking, reading and writing in English.

Consultancy firms/ individuals are requested to provide relevant information as per the format and as detailed in [forms TECH 1-8](#) which can be downloaded from the National Empowerment Foundation website www.nef.mu . The short-listed consultancy firms/ individuals shall be invited to bid for consultancy services based on a Terms of Reference.

The EOI, in a sealed envelope, with reference number NEF/22 of 2014 should obligatorily be deposited in the Tender Box of the National Empowerment Foundation at the address indicated below on or before Wednesday 03 September 2014 at 13.30 hrs (local time) at latest. The envelope should be clearly marked "Consultancy Services (MIS)".

The Chief Administrator
National Empowerment Foundation
Procurement Unit,
5th Floor, Garden Tower,
La Poudrière Street,
Port Louis.

Cost of EOI

All costs incurred by consultancy firms/ individuals for the Expression of Interest shall be borne by the consultancy firms/ individuals and shall not be reimbursed.