



**THE PRESIDENCY
NATIONAL IDENTITY MANAGEMENT COMMISSION
11 SOKODE CRESCENT, OFF DALABA, STREET ZONE 5, WUSE - ABUJA**

**PROVISION OF ENTERPRISE RESOURCE PLANNING SOLUTION
EXPRESSION OF INTEREST**

PREAMBLE

The National Identity Management Commission plans to establish a digital environment through the deployment of Information and Communication Technology Systems such as Enterprise Resource Planning and Management Solution, to efficiently integrate, control and manage various applications and business processes of the Commission.

The primary purpose of the project is to improve organizational effectiveness, enhance transparency and accountability in the delivery of services, enable NIMC share information more quickly and efficiently and ensure real time accessibility of data/information.

NIMC is desirous of engaging qualified, competent and reputable ICT firms that will assist the Commission to supply, customize, deploy, test, commission, implement, train, support and maintain an Enterprise Resource Planning solution. The ERP solution must have at least a minimum of the following modules:

- General Multipurpose Card Production Module
- Customer Relationship Management Module
- Financial Management Module
 - General Ledger
 - Budgeting
 - Accounts Payable
 - Accounts Receivables
 - Treasury Management
 - Bank Reconciliation
 - Loan Accounting
 - Tax accounting etc.
- Human Resource and Payroll Administration
 - Personnel Management
 - Payroll Administration
 - Training Administration
 - Benefits Administration
 - Time and Attendance etc
- Procurement and Stores Management
 - Requisitions
 - Purchase Order placements/processing
 - Stores Inventory etc
- Fixed Assets Registry Module

The Commission now invites eligible ICT firms with proven track record of successful performance in similar capacity to indicate their interest in providing the aforementioned services. The selected firm will be required to execute a contractual agreement acceptable to the NIMC.

SCOPE OF WORK

The selected firm will be required to integrate people, processes and technology as follows:

- Carry out needs assessment in areas of ICT change and project management;

- Perform key NIMC business process re-design and analysis and develop alignment report;
- Deploy, customize and implement the ERP solution;
- Undertake Legacy data migration/transfer;
- Integrate several data sources and processes of the Commission into a unified system;
- Document and train NIMC end-users on the system/solution;
- Provide and facilitate Knowledge transfer programme and end-user helpdesk services;
- Provide support and maintenance services to ensure optimum uptime of all deployed solutions;
- Advice on project Human Resource capacity deployment & strengthening.

PREQUALIFICATION

To be pre-qualified, interested firms must supply verifiable evidence including but not limited to the following:

- ◆ Profile of the firm including ownership structure and management team;
- ◆ Names and Curriculum Vitae of professional staff proposed for the assignment, including qualification and individual experience in handling similar assignments;
- ◆ Evidence of technical competence in ERP solution deployment and implementation, ICT change & project management; and hardware & software deployment, human resources capacity deployment and support;
- ◆ Experience/track record of firm;
- ◆ Proof of Alliances / Partnerships with ERP Manufacturers;
- ◆ Evidence of registration with relevant authorities;
- ◆ Past 3 years Tax clearance certificate;
- ◆ Past 3 years Audited Accounts of the firm;
- ◆ List of similar assignments or projects undertaken by the firm;
- ◆ Understanding of the project objectives, challenges and expectations;
- ◆ What differentiates your firm from other service providers.

The assignment period will be initially limited to 3 months and selection will be in accordance with NIMC selection procedures.

SUBMISSION

Expression of Interest must be delivered in 6 hard copies with an electronic copy (CD) in a separate sealed envelope clearly marked "**Expression of Interest for ERP solution deployment**" and delivered to the address below on or before 5.00pm, Tuesday 29 July 2008.

**The Director General
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