

REQUEST FOR EXPRESSIONS OF INTEREST

“SAP Framework Agreements: ABAP Development, Configuration & Customization of SAP Modules”

AFRICAN DEVELOPMENT BANK

Avenue Joseph Anoma, 01 B.P. 1387, Abidjan, CÔTE d'IVOIRE

Corporate IT Services Department (CHIS)

E-mail: IT_Recruitment@AFDB.ORG

Telephone: (+225) 20 26 22 61/ (+225) 20 26 25 83

1. The African Development Bank (AfdBD) hereby invites Consulting Firms to indicate their interest in the following Assignment: *SAP Framework Agreements*.
2. The Bank intends to enter into Framework Agreements with Consulting Firms specialized in the area SAP development, configuration and customization in SAP S/4 Hana.

The services required under these Framework Agreements will include mainly:

- i. **Customization, Stabilization, and Enhancements** of SAP modules implemented in the Bank.
- ii. **Development** of new requirements based on the Bank's specifications, which may include Custom development, and Interfaces development.
- iii. **Training** which may include customized and standard trainings in SAP modules relevant to the Bank.

For each assignment to be handled under these Framework Agreements, the services required will include the following:

- i. **Requirements Gathering and Specification:** review and document the requirements submitted by the Business Process Owners (BPOs). A Functional Specification/ Blueprint will be established at the end of this phase.
- ii. **Gap Analysis and Process Mappings:** map the new process requirements to SAP S/4 Hana best practices and functions and identify the gaps and make recommendations for resolving them.
- iii. **System Design & Configuration Documentation:** map the requirements specifications onto a system design, develop and customize the SAP system, and provide documentation of processing scenarios.
- iv. **Project Implementation:** lead the project implementation by using ASAP methodology and work with the Bank's technical teams in various aspects of the implementation process. Test, train staff and obtain sign-off by the users.
- v. **Knowledge Transfer:** ensure proper knowledge transfer to the Bank's staff throughout the project implementation period
- vi. **Support after Go-Live:** provide onsite/offsite support after the go live.

3. The **Corporate IT Services Department (CHIS)** invites eligible firms to indicate their interest in providing these services. Interested eligible Consulting Firms or associations of Consulting Firms shall provide information on their qualifications and experience demonstrating their ability to provide the services (**documentation, references for similar services, experience in comparable Assignments, availability of qualified staff, etc.**).
4. The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank's **Procurement Policy and Procedures for Recruitment of Corporate Consultants**. Please, note that interest expressed by a Consulting Firm does not imply any obligation on the part of the Bank to include it in the shortlist.
5. The duration of the Framework Agreements is expected for **three (03) years**.
6. Interested Consulting Firms may obtain further information at the address below during office hours **09:00 to 17:00 hours, Abidjan Local Time**.
7. Expressions of interest must be sent **by email** at the address below before **Monday 01 July 2019 17:00 hours, Abidjan Local Time** and mention "***SAP Framework Agreements***".

For the attention of: **IT Recruitment Team**
African Development Bank
Corporate IT Services Department (CHIS)
Avenue Joseph Anoma, 01 B.P. 1387,
Abidjan, CÔTE d'IVOIRE
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