

REQUEST FOR EXPRESSIONS OF INTEREST

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 hereby invites Individual Consultants to indicate their interest in the following Assignment: **SAP Basis Consultant**.
2. The services required under this assignment will include the installation, upgrade, and maintenance of SAP Systems and Database. Additional configuring, monitoring, tuning, and troubleshooting the SAP technical environment, scheduling and executing the SAP transport system, design of interfaces between SAP and external systems, optimize and analyze performance issues, design architectures of the SAP landscape.

The consultants will undertake the following duties:

- Perform installation activities on SAP components such as ERP, SRM, PI, Enterprise Portal, Fiori, and Business Warehouse.
- Manage SAP environments for clients and ensure SAP systems are operating smoothly.
- Understand clients' technical requirements
- Configure and operate SAP Transport Management System (TMS) using Solution Manager
- Setup SAP ChaRM to manage the application life cycle
- Perform SAP system client copies, experience with the use of SWPM and SUM
- Performance tuning and monitoring (CCMS integrated with SolMan) of the SAP infrastructure (logs, traces, locks, users, processes, etc.)
- Analyze system logs, performance metrics and recommend/implement improvements, e.g., modify SAP system parameters to improve system performance
- Support Process Orchestration interfaces to non-SAP systems and to 3rd party tools used in the SAP environment

- Apply SAP kernel patches, support package stacks and enhancement packs
- Apply OSS Notes with and without SNOTE
- server refreshes and capacity planning in an SAP environment
- use SAP backup/recovery tools
- Troubleshoot operational issues within the SAP landscape.

3. **Essential qualifications and skills**

- At least Master/Engineering degree in Computer sciences, Information technology or or related fields
- 8+ years of SAP experience, ability to design and set up new SAP systems
- Ability to multi-task and to prioritize competing demands, in a fast paced environment
- Experience with SAP Basis Administration to maintain & operate SAP systems
- Experience with OS/DB installation, maintenance, and upgrade
- Hands-on SAP Solution Manager experience
- Experience with SAP SRM systems administration
- Experience with SAP ChaRM in managing the full-cycle (design, testing, promote to production) of application developments
- Experience in SAP Portal and ESS/MSS components and JAVA systems monitoring and performance tuning
- Experience with administration of SAP Success Factors Practical knowledge of SAP patch management
- Good working knowledge of UNIX, Oracle 12c, e.g., space management, backup and recovery with BRTOOLS
- Certified SAP Basis Administration would be an asset
- Certified SAP Solution Manager would be an asset.
- Excellent written and verbal communication skills in French or English is a must.
- Excellent presentation skills.
- Excellent analytical skills

4. **The Corporate Information Technology Services Department (CHIS)** invites Individual Consultants to indicate their interest in providing the above-described services. Interested

Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this Assignment (**CV, reference to similar services, experience in similar assignments, etc.**).

5. The eligibility criteria, the establishment of a short list and the selection procedures shall be in conformity with the Bank's procedures for the acquisition of consulting services funded by the administrative or capital expenditure. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.
6. The estimated duration of services is **six (06) months** and the estimated starting date is **15 March 2019**.
7. Interested Individual Consultants may obtain further information at the address below during the Bank's working hours: from 08:00 to 17:00 hours, Abidjan Local Time.
8. Expressions of interest must be received by email at the address below no later than **Thursday, 31 January 2019 at 17:00 hours, Abidjan local time** and specifically mentioning "**SAP Basis Consultant**".

For the attention of: **IT Recruitment Team**

African Development Bank

Corporate IT Services Department (CHIS)

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Abidjan, CÔTE d'IVOIRE

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9. ESTABLISHMENT OF THE SHORT LIST

A shortlist of three to six individual consultants will be established at the end the request of expressions of interest. The consultants on the shortlist will be judged on the following criteria on the basis of their updated resume.

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| i. | Level of education in general | 20% |
| ii. | Educational level compared to the field of mission | 20% |
| iii. | Years of experience in general | 20% |
| iv. | Number of years of experience relevant to the mission | 40% |