



JUDICIAL SERVICE COMMISSION

ADDENDUM NO.1

USEFUL CLARIFICATIONS FOR TENDER NO. JSC/EOI/001/2021-2022

EXPRESSION OF INTEREST FOR THE SUPPLY, DELIVERY, INSTALLATION, TRAINING AND COMMISSIONING OF AN ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM FOR THE JUDICIAL SERVICE COMMISSION

1. Is the tender to be approached as an EOI or an RFP given the requirement of submitting both technical and financial proposals?

JSC RESPONSE:

The approach response to the document is an Expression of Interest (E.O.I.) The financial proposal is not a mandatory requirement and will not awarded any mark, as guided by the evaluation criteria.

This Means that the financial proposal can be ignored at this stage.

2. The EOI title is ERP however the specifications refer to HRM requirements only. Does JSC need Accounting, Procurement, Supply Chain functions?

JSC RESPONSE:

Yes, several processes are part of the ERP, however The Commission's core operations are inclined towards the HRM. This system should not however leave out other support processes in the institution. The desired proposed ERP solution should cover:

1. **Digitization of all processes (Legal, HR, Finance, Procurement & Registry)**
2. **Automation of Core Business Operation, that is, HRM and;**
3. **Collaboration through a local build intranet.**

NB: Automation of Finance & Procurement processes is done through the common GOK IFMIS solution.

3. Can vendors' references with regard to other requirements included in the EOI document including EDMS, HRM, SharePoint, and Dynamics be considered as acceptable for qualification of firm experience?

JSC RESPONSE:

Yes, as mentioned the ERP scope of work covers: Digitization (EDMS), Automation of Business Operation (HRM), Collaboration (SharePoint among any other potential collaboration solutions)

4. Is the JSC open to cloud-based or on-premises solution?

JSC RESPONSE:

JSC recommends a pure cloud-based solution with on-premise backup.

5. What systems does the JSC have for Finance, Procurement and Supply Chain Management?

JSC RESPONSE:

As mentioned on No. 2 above, JSC will only digitize the internal processes of Finance & Procurement. Complete automation of the two functions is done through common GOK approved solution, IFMIS.

6. How does their current ICT landscape look like? This is in terms of hardware and infrastructure.

JSC RESPONSE:

JSC is purely cloud-based, and on-premises is meant for backups and offline operation.

7. a) What Microsoft licenses does the JSC have?
b) Does this include SharePoint and Dynamics licenses?

JSC RESPONSE:

- a) Microsoft 365 Business premium Licenses.
b) It includes only SharePoint license, but Ms. Dynamics is not covered.**

8. Is the HRM requirements also needed to be on Dynamics Platform or Bidder can propose any other product?

JSC RESPONSE:

Considering that the JSC is already licensed on MS 365 Business Premium, Dynamics platform would be highly recommended.

9. How many users are expected to use the system?

JSC RESPONSE:

As the financial proposal is not a compulsory requirement at this stage, the number of users is not considered a critical component of documentation. However, for information purpose, the estimated number of users are.

a) Concurrent users 50 b) Named users 20

10. Are the expected system users dispersed geographically?

JSC RESPONSE:

JSC is currently centralized. However, since the proposed solution is a web access solution, all users can work from anywhere.

11. Is the bidder expected to quote for Hardware or just propose specifications of the proposed hardware?

JSC RESPONSE:

The bidder is not required to quote on the hardware. However, a proposal for optimum hardware for on-premises backup and offline operation could be suggested.

12. Are vendors allowed to participate in this tender in the form of partnerships, joint ventures, etc. including with foreign partners? If so, are qualifying documents required for all partners?

JSC RESPONSE:

Yes, for the purpose of bidding in this tender, partnerships and joint ventures will be considered provided that clear documentation (qualifying documents) for the partners/joint venture are well provided.

N.B: All other terms and conditions of the Tender Document remain the same

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