

REQUEST FOR EXPRESSION OF INTEREST

SMVAF008/2021/22

THE IMPLEMENTATION OF A BUSINESS INTELLIGENCE SOLUTION

1 October 2021



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Sincephetelo Motor Vehicle Accidents Fund invites suitably qualified consultant with proven experience, capacity and competence in similar assignment to indicate their interest in the delivery of a business intelligence solution.

The winning consultant will also have the opportunity to implement Data Warehouse, Business Intelligence (BI) & Advance Analytics solution to enhance and automate the information reporting and decision support system of the Fund.

The system is to provide business insights which will enable (but not limited to) ;

- Data Visualisation
- Effective decision support for the functional groups and its key stakeholders.
- An automated, secured and robust platform that secures data from identified sources with no manual intervention.
- Manage Data availability for KPIs (Key Performance Indicators) from various sources (ENAC, ACCPAC, Excel etc).
- Deep drill downs of KPIs and Compare various KPIs of units/locations across the Fund.
- Effective internal communication based on BI information.
- Provide analytical capabilities through dashboards.
- Automate tracking and alerts.
- Build a modernized, new age platform and becoming an analytics driven organization.

Interested companies must note that if shortlisted, the companies will be required (mandatory) to provide the statutory eligibility documentation:

The Expression of Interest document can be obtained from the 4th Floor Finance Office at MVA at **E300.00**. Expression of interest is to be physically delivered by 12:00hours on the 15th



October 2021 in a sealed envelope clearly marked **Expression of Interest for the Delivery of the Business Intelligence Solution** to the Finance office 4th Floor at the address below:

Sincephetelo Motor Vehicle Accidents Fund
Fourth floor, Finance office
Mbhilibhi Street
Mbabane

Prospective tenderers will be required to make presentations within two weeks of date of closure (date will be notified to all prospective tenderers).

Clarifications and enquiries may be requested in writing, via email, and should be addressed to procurement@mva.org.sz. The Fund will respond in writing to any request for clarification until close of business on the **8th October 2021**.

A shortlist will be prepared from the received expressions of interest and the shortlisted firms will be invited to more detailed proposals for the provision of the services.

Late, telegraphic, emailed and faxed tenders shall not be accepted. The Fund does not bind itself to accept the lowest or any tender.

TERMS OF REFERENCE

1.0 Introduction

SMVAF desires to engage the services of a suitably qualified and experienced individual consultant to assist the Fund to obtain a Business Intelligence Solution.

2.0 Scope of Work

Scope of Works will include the following:

- The supply of a software solution for Business Intelligence
- Data warehouse.

3.0 Qualifications, Knowledge and Experience

- a) Specific experience of the tenderer in relevance to the assignment, five (5) years or more
- b) Adequacy of the proposed solution in responding to the Terms of Reference;



c) Experience, qualifications and competence of the key staff for the assignment;

	ITEM	Points
1	Detailed specification, work plan with time frames for the overall project	30
2	Experience of project team	30
3	Verifiable track record of three (3) references where similar work has been undertaken.	20
4	Proof of concept <ul style="list-style-type: none">• A clear articulation of the proposed solution	20
	TOTAL	100

N.B Tenderers who obtain the 70% mark will be required to submit eligibility documents as will be specified in the RFP to be sent to qualifying firms.



DECLARATION OF ELIGIBILITY

[Service provider must provide a signed declaration on its company letterhead in the following format. If the Proposal is being presented by a joint venture or consortium all members must each sign their own declaration.]

[>>>Name of Consultant, Address, and Date>>>]

To: **The Secretary to the Tender Committee**
Sincephetelo Motor Vehicle Accident Fund
SMVAF Office Park
P.O. Box 4239
Mbabane

Dear Sir/Madam,

Re Tender Reference: **RFP No: SMVAF/008/2021/22 THE
IMPLEMENTATION OF A BUSINESS INTELLIGENCE SOLUTION**

We hereby declare that: -

- (a) We, have the legal capacity to enter into the contract;
- (b) We are not insolvent, in receivership, bankrupt or being wound up, our affairs are not being administered by a court or a judicial officer, our business activities have not been suspended, and we are not the subject of legal proceedings for any of the foregoing;
- (c) We have fulfilled our obligations to pay taxes and social security contributions;
- (d) We have not, and our directors or officers have not, been convicted of any criminal offence related to our/their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a contract within a period of five years preceding the commencement of the procurement proceedings; and
- (e) We do not have a conflict of interest in relation to the procurement requirement.

Signed.....

Authorised Representation

Date.....

