

NOTICE FOR EXPRESSION OF INTEREST (EOI) FOR CONSULTING SERVICES

First date of publication in Gorkhapatra: 2078/04/20

Name of Project: Consultation for Acquisition, Installation, and Commissioning (Implementation) of Enterprise Application System (EAS)

1. Employees Provident Fund Nepal has allocated fund and intends to apply a portion of this fund to eligible payments under the Contract for which this Expression of Interest is invited for National Consulting Service.
2. Employees Provident Fund, Nepal invites Expression of Interest (EOI) from eligible consulting firms (“consultant”) to provide the following consulting services:
Employ capable and qualified vendor/bidder/consortium having:

- Adequate and appropriate qualification and capacity, capability & proven experience in supply, installation, and commissioning (implementation) of EAS for Government Organizations / corporations, financial institutions similar to EPF Nepal or Class ‘A’ banking or financial institutions.
- Interest in providing and ensuring an end-to-end solution

Scope of Work :

- Conduct assessment of existing solutions and business processes
 - Conceptualizing and Designing IT architecture
 - Assessment of existing IT infrastructure and its management processes
 - Conducting the Need assessment based on best practices for EPF Nepal
 - Conducting Gap Analysis and To-Be-Design
 - Assistance in Procurement (Acquisition) and its Management
 - Contract Implementation as per ToR among others stated
3. Interested eligible consulting firm/s may obtain further information and EOI document free of cost at the address Human Resource and Internal Management Department, Employees Provident Fund Nepal, Central Office, Pulchowk, Lalitpur, Nepal during office hours on or before date 2078/05/02 or visit the client’s website www.epfnepal.com.np.
 4. Consulting firm/s may associate with other consulting firm/s to enhance their qualifications.
 5. Expressions of interest shall be delivered manually to the address Human Resource and Internal Management Department, Employees Provident Fund Nepal, Central Office, Pulchowk, Lalitpur, Nepal on or before 12:15 PM on 2078/05/03.
 6. In case the last date of obtaining and submission of the EOI documents happens to be a holiday, the next working day will be deemed as the due date but the time will be the same as stipulated.
 7. EOI will be assessed based on **Qualification [50%], Experience [40%], and Capacity [10%]** of consulting firm and key personnel. Based on evaluation of EOI, only shortlisted firms will be invited to submit technical and financial proposal through a request for proposal.
 8. Minimum score to pass the EOI is 70% in each category (Qualification, experience and capacity).



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