

Request for Expressions of Interest

The Request for Expressions of Interest is not a Request for Proposals, and the requested information should not involve a large amount of work from the applicants. In particular, the drafting of a methodology or the identification and submission of CVs of experts for the Services should not be required at this stage.

The shortlist must be homogeneous and may not result from a scoring or ranking of the applications.

THE ARAB REPUBLIC OF EGYPT

Enterprise Resourcing Planning System Implementation

Provision of ERP solution and implementation services

Expression of Interest

The Egyptian Natural Gas Holding Company (EGAS) has received a financing from the French Development Agency (AFD), and intends to use part of the funds thereof for payments under the following project – Provision of an Enterprise Resource Planning (ERP) system and associated system implementation consulting services. The Services of the consultant shall consist of the end-to-end implementation of a full ERP solution which meets the requirements set out in the Request for Proposal (RFP), but is also flexible and scalable in order to meet future business and technology needs.

The purpose of issuing this Expression of Interest (EoI) document is to select a shortlist of Service Providers interested in this project scope.

The awarded ERP Vendor and Service Provider will be EGAS and Egypt's Gas Regulator Service Providers throughout the implementation project. To this end, the selected ERP Vendor and Service Provider will undertake the required activities to implement the selected ERP solution for EGAS and Egypt's Gas Regulator.

The requested Services include but are not limited to the following:

1. Provision of a recommended ERP solution to meet the requirements set out in the RFP. This includes confirmation of the recommended software license and hardware requirements to deliver the statement of needs provided in the RFP.
2. Confirmation of the ability of the Service Provider and selected ERP solution to deliver the requirements set out in the RFP.
3. The full end-to-end implementation of the proposed ERP solution including the following key delivery areas:
 - Detailed business requirements gathering.
 - Detailed functional and technical design (including all relevant current and future ERP and compatibility, interoperability and interface requirements with other sector installations).
 - Build and configuration activities (including all relevant interfaces with systems which require connection with the ERP solution).
 - Data migration (the Consultant will be responsible all elements of the Data migration strategy, plan and delivery including any data interface considerations with third party systems).
 - Testing (delivery of Unit Testing and management of User Acceptance Testing (UAT) testing providing sufficient coverage of the ERP solution).
 - Change Management and User adoption (including Change Management analysis, planning and delivery with the objective of ensuring successful use adoption of the ERP solution)
 - Training and knowledge transfer (delivery of all training to all system administration, technical and end users in order to enable a success handover and transition to EGAS and Egypt's Gas Regulator)
 - Post-implementation support (on-site post go-live support covering the full scope of the ERP solution).
4. Project Management of the ERP implementation project.
5. Status reporting and provision of deliverables (as outlined in the RFP) to EGAS, Egypt's Gas Regulator and their nominated Quality Assurance partner.
6. Use of a Project Implementation Methodology in line with trusted best practice standards and in conjunction with worldwide project management methods to provide a framework in which the project can be well planned, executed, controlled, and tracked in a consistent manner.

The Egyptian Natural Gas Holding Company (EGAS) hereby invites consultants to show their interest in delivering the services described above.

In order to confirm their eligibility for AFD's financing, consultants should submit in their expression of interest a duly signed Statement of Integrity (appended to this letter).

Eligibility criteria to AFD's financing are specified in sub-clause 1.3 of the "Procurement Guidelines for AFD-Financed Contracts in Foreign Countries", available online on AFD's website www.afd.fr.

Interested consultants must provide information evidencing that they are qualified and experienced to perform those Services. For that purpose, documented evidence of recent and similar services shall be submitted.

If the consultant is a Joint Venture (JV), the Expression of Interest shall include a copy of the JV Agreement entered into by all members. Alternatively, a letter of intent to execute a JV Agreement in the event of a successful proposal shall be signed by all members and submitted with the Expression of Interest, together with a copy of the proposed Agreement.

Determination of the similarity of the experiences will be based on:

- The contracts size;
- The nature of the *Services [ERP solution for Oil and Gas sector, end-to-end ERP implementation services for an organisation in the Oil and Gas sector];*
- The technical area and expertise *[ERP solution capable of supporting Oil and Gas field operations, Oil and Gas industry experience (both technology provider and implementation consultant), Government experience, ERP implementation, Project Management, Change Management, Business Transformation, Data migration, Training and Infrastructure design.];*
- The location *[On-site presence, In Middle East, In Egypt, Arabic speaking countries].*

EGAS will also take into account for the evaluation of the applications the following items:

- Reference sites of the proposed ERP solution successfully being used in the Oil and Gas industry (specifically including the use of the ERP solution for field operations). At least 3 references to be provided. It is required that such reference persons can be contacted and/or visited for further information on quality of the consultancy services;
- Implementation Consultant's experience of implementing end-to-end ERP solutions in the Oil and Gas sector. At least 3 references to be provided. It is required that such reference persons can be contacted and/or visited for further information on quality of the consultancy services;

- Service Provider’s experience of implementing end-to-end ERP solutions in the Middle East (preferably Egypt). At least 3 references to be provided;
- Qualifications of the Implementation Consultant’s project team members and summary CVs. Each member will be assessed with reference to years of relevant experience (mapped to references provided) and relevant certifications (e.g. project management, ERP certifications); The proposed availability of the on-site Implementation consultants and ERP solution representatives (a full time on-site Project Manager is expected as a minimum);
- The Implementation Consultant’s relevant affiliations and certifications (e.g. ISO compliance, vendor partner status);
- Proposed implementation methodology and quality assurance procedures (in line with good practices);
- The Implementation Consultant Company Profile and financial stability and financial statements for the past 36 months; and
- Availability of consultants with Arabic speaking capabilities.

Among the submitted applications, EGAS will shortlist consultants to whom the Request for Proposals to carry out the services shall be sent.

Expressions of interest must be submitted to the address below no later than Wednesday 23/08/2017 till 01:00 pm

Information Technology Department.

Chairman Assistant Office

Egyptian Natural Gas Holding Company

85 El Nasr Road, 1st District, Nasr City 11371

Cairo, Egypt

Interested consultants may obtain further clarifications through the contact below during office hours (8:30am – 3.30 pm Clt.) through:

Email: erp@egas.com.eg

Appendix to the Request for Expressions of Interest

(to be submitted with the application, signed and unaltered)

Statement of Integrity, Eligibility and Social and Environmental Responsibility

Reference name of the bid or proposal: _____ (The "Contract")

To: _____ (The "Contracting Authority")

- 1) We recognise and accept that *Agence Française de Développement* ("AFD") only finances projects of the Contracting Authority subject to its own conditions which are set out in the Financing Agreement which benefits directly or indirectly to the Contracting Authority. As a matter of consequence, no legal relationship exists between AFD and our company, our joint venture or our suppliers, contractors, subcontractors, consultants or subconsultants. The Contracting Authority retains exclusive responsibility for the preparation and implementation of the procurement process and performance of the contract. The Contracting Authority means the Purchaser, the Employer, the Client, as the case may be, for the procurement of goods, works, plants, consulting services or non-consulting services.
- 2) We hereby certify that neither we nor any other member of our joint venture or any of our suppliers, contractors, subcontractors, consultants or subconsultants are in any of the following situations:
 - 2.1) Being bankrupt, wound up or ceasing our activities, having our activities administered by the courts, having entered into receivership, reorganisation or being in any analogous situation arising from any similar procedure;
 - 2.2) Having been:
 - a. convicted within the past five years by a court decision, which has the force of *res judicata* in the country where the Contract is implemented, of fraud, corruption or of any other offense committed during a procurement process or performance of a contract (in the event of such conviction, you may attach to this Statement of Integrity supporting information showing that this conviction is not relevant in the context of this Contract);
 - b. subject to an administrative sanction within the past five years by the European Union or by the competent authorities of the country where we are constituted, for fraud, corruption or for any other offense committed during a procurement process or performance of a contract (in the event of such sanction, you may attach to this Statement of Integrity supporting information showing that this sanction is not relevant in the context of this Contract);
 - c. convicted within the past five years by a court decision, which has the force of *res judicata*, of fraud, corruption or of any other offense committed during the procurement process or performance of an AFD-financed contract;
 - 2.3) Being listed for financial sanctions by the United Nations, the European Union and/or France for the purposes of fight-against-terrorist financing or threat to international peace and security;

- 2.4) Having been subject within the past five years to a contract termination fully settled against us for significant or persistent failure to comply with our contractual obligations during contract performance, unless this termination was challenged and dispute resolution is still pending or has not confirmed a full settlement against us;
- 2.5) Not having fulfilled our fiscal obligations regarding payments of taxes in accordance with the legal provisions of either the country where we are constituted or the Contracting Authority's country;
- 2.6) Being subject to an exclusion decision of the World Bank and being listed on the website <http://www.worldbank.org/debar> (in the event of such exclusion, you may attach to this Statement of Integrity supporting information showing that this exclusion is not relevant in the context of this Contract);
- 2.7) Having created false documents or committed misrepresentation in documentation requested by the Contracting Authority as part of the procurement process of this Contract.
- 3) We hereby certify that neither we, nor any of the members of our joint venture or any of our suppliers, contractors, subcontractors, consultants or subconsultants are in any of the following situations of conflict of interest:
- 3.1) Being an affiliate controlled by the Contracting Authority or a shareholder controlling the Contracting Authority, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;
- 3.2) Having a business or family relationship with a Contracting Authority's staff involved in the procurement process or the supervision of the resulting Contract, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;
- 3.3) Being controlled by or controlling another bidder or consultant, or being under common control with another bidder or consultant, or receiving from or granting subsidies directly or indirectly to another bidder or consultant, having the same legal representative as another bidder or consultant, maintaining direct or indirect contacts with another bidder or consultant which allows us to have or give access to information contained in the respective applications, bids or proposals, influencing them or influencing decisions of the Contracting Authority;
- 3.4) Being engaged in a consulting services activity, which, by its nature, may be in conflict with the assignments that we would carry out for the Contracting Authority;
- 3.5) In the case of procurement of goods, works or plants:
- i. Having prepared or having been associated with a consultant who prepared specifications, drawings, calculations and other documentation to be used in the procurement process of this Contract;
 - ii. Having been recruited (or being proposed to be recruited) ourselves or any of our affiliates, to carry out works supervision or inspection for this Contract;

- 4) If we are a state-owned entity, and to compete in a procurement process, we certify that we have legal and financial autonomy and that we operate under commercial laws and regulations.
- 5) We undertake to bring to the attention of the Contracting Authority, which will inform AFD, any change in situation with regard to points 2 to 4 here above.
- 6) In the context of the procurement process and performance of the corresponding contract:
 - 6.1) We have not and we will not engage in any dishonest conduct (act or omission) deliberately intended to deceive others, to intentionally conceal items, to violate or vitiate someone's consent, to make them circumvent legal or regulatory requirements and/or to violate their internal rules in order to obtain illegitimate profit;
 - 6.2) We have not and we will not engage in any dishonest conduct (act or omission) contrary to our legal or regulatory obligations or our internal rules in order to obtain illegitimate profit;
 - 6.3) We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to (i) any Person who holds a legislative, executive, administrative or judicial mandate within the State of the Contracting Authority regardless of whether that Person was nominated or elected, regardless of the permanent or temporary, paid or unpaid nature of the position and regardless of the hierarchical level the Person occupies, (ii) any other Person who performs a public function, including for a State institution or a State-owned company, or who provides a public service, or (iii) any other person defined as a Public Officer by the national laws of the Contracting Authority's country, an undue advantage of any kind, for himself or for another Person or entity, for such Public Officer to act or refrain from acting in his official capacity;
 - 6.4) We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to any Person who occupies an executive position in a private sector entity or works for such an entity, regardless of the nature of his/her capacity, any undue advantage of any kind, for himself or another Person or entity for such Person to perform or refrain from performing any act in breach of its legal, contractual or professional obligations;
 - 6.5) We have not and we will not engage in any practice likely to influence the contract award process to the detriment of the Contracting Authority and, in particular, in any anti-competitive practice having for object or for effect to prevent, restrict or distort competition, namely by limiting access to the market or the free exercise of competition by other undertakings;
 - 6.6) Neither we nor any of the members of our joint venture or any of our suppliers, contractors, subcontractors, consultants or subconsultants shall acquire or supply any equipment nor operate in any sectors under an embargo of the United Nations, the European Union or France;
 - 6.7) We commit ourselves to comply with and ensure that all of our suppliers, contractors, subcontractors, consultants or subconsultants comply with international environmental and labour standards, consistent with laws and regulations applicable in the country of implementation of the Contract, including the fundamental conventions of the International Labour Organisation (ILO) and international environmental treaties. Moreover, we shall implement

environmental and social risks mitigation measures when specified in the environmental and social commitment plan (ESCP) provided by the Contracting Authority.

- 7) We, as well as members of our joint venture and our suppliers, contractors, subcontractors, consultants or subconsultants authorise AFD to inspect accounts, records and other documents relating to the procurement process and performance of the contract and to have them audited by auditors appointed by AFD.

Name: _____ In the capacity of: _____

Duly empowered to sign in the name and on behalf of¹: _____

Signature: _____ Dated: _____

¹ In case of joint venture, insert the name of the joint venture. The person who will sign the application, bid or proposal on behalf of the applicant, bidder or consultant shall attach a power of attorney from the applicant, bidder or consultant.