**REQUEST FOR EXPRESSIONS OF INTEREST**

**(Consulting Firms)**

*Ethiopia*

**Participatory Agricultural and Climate Transformation Programme (PACT)**

Assignment Title: **Customizing Web-based financial management Software (Enterprise Resources Planning) for PACT**

**Reference No**. (As per procurement plan) : EOI/ **PACT**.ERP/01/2024

The **Ministry of Agriculture** has received financing from the International Fund for Agricultural Development (IFAD) towards the cost of the Participatory Agricultural and Climate Transformation Programme (PACT)and intends to apply part of the proceeds for the recruitment of accounting software customization consulting services.

The use of any IFAD financing shall be subject to IFAD’s approval, pursuant to the terms and conditions of the financing agreement, as well as IFAD’s rules, policies, and procedures. IFAD and its officials, agents, and employees shall be held harmless from and against all suits, proceedings, claims, demands, losses, and liability of any kind or nature brought by any party in connection with the **Participatory Agricultural and Climate Transformation Programme (PACT)**.

The consulting services (“the services”) include to purchase of customized, user-friendly, smart, and web-based ERP software for financial management. The firm shall customize the latest version of the product according to the requirements of the Programme. The firm will customize ERP, including designing a chart of accounts in line with the intended project feature and scope.

The firm will provide training, installation, and implementation of ERP financial management software to MoA. The computerization process addresses the accounting and reporting requirements of the organizations and financial management components including budgetary controls. The consulting services implementation period is 45/forty-five/ days.

The Ministry of Agriculture (“the client”) now invites eligible consulting firms (“consultants”) to indicate their interest in providing the services. Interested consultants should provide information demonstrating that they have the required qualifications, expertise, and relevant experience to perform the services. Interested firms should fill out the expressions of interest and send them to the address indicated below.

The attention of interested consultants is drawn to IFAD’s Anti-Money Laundering and Countering the Financing of Terrorism Policy[[1]](#footnote-1) and the Revised IFAD Policy on Preventing Fraud and Corruption its Activities and Operations[[2]](#footnote-2). The latter sets forth IFAD’s provisions on prohibited practices. IFAD further strives to ensure a safe working environment free of harassment, including sexual harassment, and free of sexual exploitation and abuse (SEA) in its activities and operations as detailed in its IFAD Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse.[[3]](#footnote-3)

The consultant shall not have any actual, potential or reasonably perceived conflict of interest. A consultant with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. A consultant including their respective personnel and affiliates are considered to have a conflict of interest if they a) have a relationship that provides them with undue or undisclosed information about or influence over the selection process and the execution of the contract, b) participate in more than one EOI under this procurement action, c) have a business or family relationship with a member of the Purchaser’s board of directors or its personnel, the Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of this REOI, (ii) the shortlisting or selection process for this procurement, or (iii) execution of the contract. The consultant has an ongoing obligation to disclose any situation of actual, potential or reasonably perceived conflict of interest during preparation of the EOI, the selection process or the contract execution. Failure to properly disclose any of said situations may lead to appropriate actions, including the disqualification of the consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations.

A consultant will be selected in accordance with the CQS method set out in IFAD’ project procurement handbook that can be accessed via the IFAD website at [www.ifad.org/project-procurement](http://www.ifad.org/project-procurement).

The shortlisting criteria are:

* **Organizational profile and relevant work experience and qualification in relevant fields**:
* Renewed Registration Certificate as a software development company;
* Tax Clearance of FY 2023/24;
* Must be registered in Value Added Tax (VAT) ;
* Consultant list Registration Certificate from PPA;
* Experience in at least three similar projects over the past 5 years, one of which should be a financial module similar to the one required under this contract (60 points).
* Comprise staff required for such an assignment including business analyst, system architect, and software developer, and preferably a chartered accountant or registered auditor (40 points).
* The passing score is 70%.
* Joint Venture Agreement in case of applying as a joint venture, with one Consultant identified as the lead Consultant.

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.

Supporting Documents (including project list, staff list, *and testimonials)* to prove the qualification shall be submitted along with the EoI;

Any request for clarification on this REOI should be sent via e-mail to the address below no later than 09:00 am GMT, 10 February 2024. The client will respond to all clarification requests by 03:00 pm GMT, 12 February 2024.

Expressions of interest must be delivered in written and electronic form using the forms provided for this purpose. EOIs shall be submitted to the address below no later than 09:00 am GMT, 15 February 2024.

The Tor and the forms are accessible at [https://pasidp-moa.gov.et](https://pasidp-moa.gov.et/)

Procurement Executive

Block B, Room No. B2-2/ Block C, Room No. B2-1

Attn: Degayehu Deso/Abduselam Ali

Next to Century Mall, Addis Ababa, Ethiopia, Tel: +251 986 88 61 54

E-mail: selitude@gmail.com

**Ministry of Agriculture, PACT**

1. The policy is accessible at <https://www.ifad.org/en/document-detail/asset/41942012>. [↑](#footnote-ref-1)
2. The policy is accessible at [www.ifad.org/anticorruption\_policy](http://www.ifad.org/anticorruption_policy). [↑](#footnote-ref-2)
3. The policy is accessible at <https://www.ifad.org/en/document-detail/asset/40738506>. [↑](#footnote-ref-3)