

REQUEST FOR PROPOSAL (RFP)

Supply Of

Informix Resources

At

CIM Financial Services Ltd

Disclaimer

The information contained in this Request for Proposal (hereinafter referred as 'RFP') document or information provided subsequently to the bidder(s) or applicants whether verbally or in documentary form, by or on behalf of CIM Financial Services Ltd, is provided to the bidder(s) on the terms and conditions set out in this RFP document and/or any other terms and conditions, subject to which such information is provided.

This RFP document is not an agreement or an offer by CFSL. This RFP is to invite proposals from applicants who are qualified to submit the bids ('Bidders' or 'Vendors'). The purpose of this RFP is to provide the Bidder(s) with information to assist them in formulation of their proposals ('Bids'). This RFP does not contain all the information, which each Bidder may require. Each Bidder should conduct its own investigations, analysis and should check the accuracy, reliability and completeness of the information in this RFP and wherever necessary obtain relevant independent advice. CFSL makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP. CFSL may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP.

The information contained in the RFP document is selective and is subject to update, expansion, revision and amendment. It does not purport to contain all the information that a Bidder may require. CFSL does not undertake to provide any Bidder with access to any additional information or to update the information in the RFP document or to correct any inaccuracies therein, which may become apparent. CFSL reserves the right to change, modify, add to, delete or alter any or all of the provisions of this RFP and/or the bidding process, without giving any reasons whatsoever. Such change will be communicated to all Bidders. Any information contained in this RFP document may be superseded by any later written information on the same subject and made available to all Bidders by CFSL.

CFSL reserves the right to reject any or all the expression of interest /proposals received in response to this RFP at any stage without giving any reason whatsoever. The decision of CFSL shall be final, conclusive and binding on all the parties.

Section 1 – Request for proposals.....	5
1. Introduction.....	5
2. Purpose of RFP	5
3. Due Diligence	5
4. Eligibility Criteria	5
5. General Instructions	6
6. Deadline for Submission of Proposals	6
7. Cost Structure and non-escalation.....	6
8. Taxes and Incidental Costs –.....	7
Section 2 – Clarification on bid document.....	7
1. Clarifications.....	7
2. Language of Bids	7
3. Modification & Withdrawal of Bids	7
4. List of documents to be attached.....	7
Section 3 – Scope of work	8
1. Existing System	8
2. High level requirements	8
3. Acceptance of Bid.....	9
4. Signing of Contract	9
5. Payment Terms.....	9
6. Intellectual Property Rights	9
7. Confidentiality	9
8. Publicity	10
Section 4 – Governing Law and Jurisdiction	10

Document Control Sheet

Bidders may note the schedule of following important events. Action may please be taken accordingly.

Name of the Company	CIM Financial Services Limited
Issue of Bid Document	5 June 2023
Clarification on RFP by	20 June 2023
Response back on RFP	26 June 2023
Review of RFP by CFL	3 July 2023
Closure of Process and award of contract	10 July 2023

Section 1 – Request for proposals

1. Introduction

CIM Financial Services Ltd (hereinafter referred as ‘CFSL’ or ‘Purchaser’) is a non-banking financial institution listed on the Official Market of the Stock Exchange of Mauritius and headquartered in Mauritius. CFSL is regulated by the Financial Services Commission (‘FSC’) as a credit financing institution. It is also licensed by the FSC to provide Leasing, Factoring, and Insurance Agent activities. Furthermore, CFSL actively participates in the domestic payments market as a credit card issuer and through provision of card payment acquiring services, which activity it conducts under a Payment Service Provider (‘PSP License’) from the Bank of Mauritius. CFSL is the first non-banking financial institution in Sub-Saharan Africa to issue MasterCard and Visa credit cards. CFSL has more than 700 employees and operates over 100+ counters spread across Mauritius and Rodrigues. Present on the credit market since 1987, it offers financial solutions to individual consumers, SMEs, and large corporates.

CFSL is in the process of changing its core in-house developed lending system and is seeking resources to maintain the current code base whilst the new system is being implemented, and to assist in the data migration to the new system.

2. Purpose of RFP

The purpose of this RFP is to invite bids for the supply of full-time resources for the following services:

1. Maintenance and enhancements of its existing Informix-4GL code base.
2. Data migration from Informix to Oracle Database.

The agreement will be for an initial duration of one year and renewable upon mutual agreement.

3. Due Diligence

The Bidder is expected to examine all instructions, forms, terms and specifications in this RFP and study the RFP document carefully. Bid shall be deemed to have been submitted after careful study and examination of this RFP with full understanding of its implications. The Bid should be precise, complete in all respects and in the prescribed format as per the requirement of this RFP. Failure to furnish all information required by this RFP or submission of a Bid not responsive to this RFP in each and every respect will be at the Bidder’s own risk and may result in rejection of the Bid and for which CFSL shall not be held responsible.

4. Eligibility Criteria

The Basic Eligibility Criteria will be based on the following:

- Bidding can be for one or both of the services.
- Bidder should be a corporate or individual consultant having at least FIVE years of recent experience in Informix-4GL and Informix IDS
- Bidder should not have been blacklisted on any sanction list or in any jurisdiction whether by any financial institution, supervisory authority, or Government.
- Bidder should have all necessary licenses, permissions, consents, No Objection Certificates, approvals as required under law for carrying out its business.

5. General Instructions

The following general information is given as information to bidders.

1. All expenses associated to the preparation and submission of proposal, demo/presentations and negotiations shall be borne by the Bidder. CFSL shall in no case be responsible or liable for those expenses, regardless of the conduct or outcome of the bidding process.
2. CFSL reserves the right to accept or to reject any proposal and to annul the bidding process at any time prior to the award of the contract, without incurring any liability to any Bidder or assuming any obligation to inform the Bidder of the grounds for its action.
3. Amendment of RFP - At any time prior to the deadline for submission of proposals, CFSL for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may amend any provision in the RFP.
4. All prospective Bidders that have received the RFP shall be notified of the amendment in writing, and it will be binding on them. It is therefore important that bidders give their correct address details, at the time of collecting/receiving the RFP. To allow prospective Bidders reasonable time to take any amendments into account in preparing their proposals, CFSL may at its sole discretion extend the deadline for the submission of proposals based on the nature of the amendments.

6. Deadline for Submission of Proposals

Proposals should be submitted on or before 17.00 hrs on 26th June 2023 by email to **InformixResourceRFP@cim.mu**. Proposals received after the above specified date and time shall not be considered.

7. Cost Structure and non-escalation

The bidder shall, in their proposal, detail the proposed costs. No price escalation under this proposal shall be allowed. CFSL shall not compensate for any costs incurred in the preparation and submission of this RFP. The Bidder shall bear all costs and expenses associated with the preparation and submission of its Bid and CFSL shall in no case be held responsible or liable for these costs,

regardless of the conduct or outcome of the bidding process including cancellation or abandonment or annulment of the bidding process.

8. Taxes and Incidental Costs –

The prices and rates in the commercial proposal should be expressed in USD.

Section 2 – Clarification on bid document

1. Clarifications

Any clarification sought by the Bidder in respect of this RFP shall be addressed in writing by email latest by 20th June 2023.

2. Language of Bids

The Bids shall be submitted in English only. All correspondence related to the RFP/Proposal shall be in English.

3. Modification & Withdrawal of Bids

- a) Written Notice - The Bidder may modify or withdraw its Bid after the Bid's submission, provided that CFSL receives written notice of the modification or withdrawal, before the expiry of deadline prescribed for submission of Bids.
- b) Last Date for Notice - No Bid may be modified subsequent to the deadline for submission of Bids. No Bid may be withdrawn in the interval between the deadline for submission of Bids and the expiry of validity period of Bid specified by the Bidder on the Bid form.

4. List of documents to be attached

The following documents, other than commercial document, must be submitted with the proposal:

- a) Bidder should submit a certified copy of Incorporation Certificate of their organization or KYC documents if individual consultant, a letter giving details of their profile, line of business and self-declaration stating that they have not been blacklisted by any sanction list or in any jurisdiction by any financial institution, supervisory authority or Government. The letter should be on their company's letter head and duly signed by authorized signatory.
- b) Addresses of support offices

Section 3 – Scope of work

1. Existing System

CFSL is currently using an in-house built system which is customized as per the requirements of the business and runs on Informix.

Environment:

Red Hat Enterprise Linux 7.7

IBM Informix Dynamic Server Version 14.10.FC3

IBM Informix-4GL Version 7.51.FC3

2. High level requirements

Informix-4GL development

- Maintain and enhance existing Informix 4GL applications and stored procedures.
- Develop new features and functionality as per business requirements.
- Troubleshoot and debug code.
- Work with users to gather requirements and translate them into technical specifications.
- Participate in code reviews and unit testing.

Data migration

- Develop scripts to validate correctness and integrity of source data.
- Develop scripts to correct or upload corrected data.
- Analyse migration templates of new system.
- Map data from old to new system with the help of staff having in-depth knowledge of the database structures.
- Develop scripts and ETL for the migration of data from existing to new system.

Resource skill requirements

- Proven experience as a Senior Developer with a strong focus on Informix 4GL.
- Proven experience with Informix database, SQL and stored procedures
- In-depth knowledge of Informix 4GL programming language and its associated tools.

- Ability to effectively maintain and optimize existing codebase.
- Expertise in developing new features and functionalities using Informix 4GL.
- Strong problem-solving skills and the ability to troubleshoot and debug code.
- Proficient in working within a collaborative team environment.
- Effective communication and interpersonal skills.

The resources will be working full-time onsite and will be provided with the computing resources and tools required for the performance of the services.

3. Acceptance of Bid

Prior to the expiration of the period of bid validity, CFSL will notify the successful Bidder in writing, that its bid has been accepted.

4. Signing of Contract

After CFSL notifies the successful Bidder that its bid has been accepted; the Bidder should sign an Agreement with CFSL. The successful Bidder shall sign the Agreement / Contract in Mauritius within 10 (TEN) days of receipt of notification of award of contract.

5. Payment Terms

The terms of payment shall be monthly payments for services provided. The payment shall be made within 30 days of the receipt of a valid invoice.

6. Intellectual Property Rights

Purchaser shall own and have a right in perpetuity to use all Intellectual Property Rights which have arisen out of or in connection with the implementation of this Contract, including all processes and products which have been developed by the Bidder during the performance of the Services.

7. Confidentiality

The Parties agree that they shall hold in trust any Confidential Information received by either Party, under this RPF, and the strictest of confidence shall be maintained in respect of such Confidential Information. The parties will be bound by the Non-Disclosure agreement signed mutually before bidding to this RFP.

8. Publicity

The Bidder is not permitted to make any public announcement or media release about any aspect of this RPF unless the Purchaser first gives the Bidder his written consent.

Section 4 – Governing Law and Jurisdiction

This RFP shall be governed by and construed in accordance with the laws of the Republic of Mauritius and the parties hereby irrevocably submit to the jurisdiction of the courts of the Republic of Mauritius in relation to any dispute or matter arising out of or in connection therewith.