



STANDARD

REQUEST FOR EXPRESSIONS OF INTEREST: ZIMPOST/EOI/01/2023

For the

Selection of Companies:

Bidders are invited to submit proposals for a new financial technology system (Fintech platform) for the Post Office

March 2023

**REQUEST FOR EXPRESSIONS OF INTEREST FOR PROVISION,
IMPLEMENTATION AND COMMISSIONING OF A FINANCIAL TECHNOLOGY
BASED REMITTANCES,
E-COMMERCE AND AGENCY BANKING SOLUTION**

Background

Zimbabwe Posts (Pvt) Ltd wishes to engage capable service providers to conceptualize, provide, implement and commission a technology based financial platform.

Project Objectives

It is envisaged that the financial technology system will embrace all products and services in an integrated manner and make use of modern technology to improve service delivery efficiency and convenience.

Service Required

Supply, Deploy and Commission a Financial Technology (Fintech) System that provides a solution for products and services for the Post Office environment.

Description of the Services to be provided

Zimpost wishes to acquire a financial technology system that provides solutions for its products and services for the post office environment. The underlying platform or technology for the solution to be proposed must have the capability to:

- a. Be integrated to other external systems.
- b. Handle financial services from product transactions from product and services of both Zimpost and its partners.
- c. Provide solutions for e-commerce and m-commerce products and services and delivery solutions.

Proposal Reference Number:

Implementation Time Frame

The Zimbabwe Posts (Ltd) wishes to request expressions of interest from reputable providers of Financial technology solution. The winning provider should be able to supply and implement into the production environment the required solution within a period of 120 days from the date of signing the procurement contract.

Shortlisting Criteria

The Zimbabwe Posts (Ltd) now invites eligible providers of financial technology solutions to indicate their interest in providing the services. Interested solution providers should provide

information demonstrating that they have the required qualifications and relevant experience to perform the services. The short-listing criteria are:

1. Verifiable proof of capacity to provide the required solution
2. Qualifications and experience of the individual or team to be involved in the delivery of the solution.
3. Documentary evidence of current ZIMRA tax clearance certificate for local companies.

Documentation to be submitted

The following documents should be submitted in support of the information provided:

1. A letter expressing interest to participate in the transaction addressed to the Procurement Management Unit.
2. At least 3 copies must be submitted. One copy marked original.
3. At least 3 testimonials from those that you previously provided a similar service in the last 5 years to buttress proof of capacity to provide the required solution.
4. Relevant Qualifications and experience of the individual or team to be involved in the delivery of the solution.
5. Documentary evidence of current ZIMRA tax clearance certificate for local companies.
6. Current Procurement Regulatory Authority of Zimbabwe registration certificate must be submitted
7. A summarised methodology of providing the solution that:
 - a. Demonstrate understanding of the solution being sought for is clearly demonstrated.
 - b. Outlines:
 - i. The solution's major components.
 - ii. Underlying technology
 - iii. Average time to be taken from requirements gathering to deployment

Additional Instructions

Short-listed bidders will be invited to submit detailed technical and financial proposals, as described in Part 1 of the Request for Proposals Procedures in the Standard Request for Proposals for the Selection of Consultancy Services.

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

A bidder will be selected in accordance with the procedures specified in Part VIII of the Public Procurement and Disposal of Public Assets Act [Chapter22:23] and Part VI of the Public Procurement and Disposal of Public Assets (General) Regulations, 2018 (Statutory Instrument 5

of 2018). Short-listed bidders will be invited to submit their proposals on a separate document based on the Standard Request for

Proposals for the Selection of Consultancy Services and the bidder submitting the successful proposal will be engaged on the contractual terms set out in that document and in the General Conditions of Contract for the Services. Copies of the Act and Regulations and the standard Documentation are available on the website of the Procurement Regulatory Authority of Zimbabwe.

This opportunity is open to all bidders who meet the criteria for eligibility as stated in Section 28 of the Act and who have the nationality of an eligible country as defined in Clause 1.10 of the General Conditions of Contract for Consultancy Services. The Consultant and its sub-consultants must provide personnel who are citizens of eligible countries.

Participation is open to Zimbabwean bidders].

The method of selection will be Quality and Cost based Selection.

Further information can be obtained at the address below during office hours.

A bidder may submit only three copies of expression of interest. The expression of interest must be submitted in a clearly marked envelope and deposited in the tender box whose location is Harare Main Post Office 2nd Floor North Wing, Procurement Office No. 210, Harare by 10:00 hours on 17 April 2023. Late expressions of interest will be rejected.

Submission address: The Procurement Management Unit,
2nd Floor Room 210 Harare Main Post Office Building
Cnr G. Silundika/Innez Terrace,
Harare

Means of acceptance: **The tender must be enclosed in sealed envelopes, endorsed on the outside with the advertised tender number, the closing date and description of tender and must be posted in time to be sorted into Post Office Box 100, Harare Zimbabwe or deposited in the tender box in 2nd Floor Room 210 Harare Main Post Office Cnr Innez Terrace and G. Silundika Avenue Harare before 10:00 hours on the closing date notified.**

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E-mail: pmu@zimpost.co.zw, pmuzimpost@gmail.com

Appendix A

Letter for submission of expression of interest

To: *{Insert name of Procuring Entity}*

With reference to your invitation for expressions of interest for *{insert subject and proposal Reference number}*, we express our interest in bidding for a contract to provide these services.

We provide the following information in relation to the short-listing criteria:

1. Qualifications and experience of the firm: *{Insert relevant information}*.
2. Availability of appropriate skills among staff: *{Insert relevant information}*.
3. Other short-listing criteria: *{Insert relevant information}*.

We submit the following documents in support of this information *{list any documents that were requested in the invitation for expressions of interest; if no documents were requested, delete this paragraph}*.

{Delete whichever of the following statements do not apply :}

1. This firm will be the sole provider of the requested consultancy services. **or**
2. We propose to provide the requested consultancy services as part of a joint venture
3. with *{provide the name of the joint venture partner and details of the contribution the partner would make to the required consultancy services}*. **Or**
4. We propose to engage as sub-contractors *{provide the name of the sub-contractor and details of the contribution the sub-contractor would make to the required consultancy services}*.

{In the case of 2 or 3 above} We confirm that the firm mentioned above has agreed to be associated with this expression of interest.

{Name and postal and physical address of firm submitting the expression of interest, together with name of contact person and contact details, including telephone number and e-mail address. The firm's website address should be provided, if available.}