

REQUEST FOR PROPOSAL

Outsourcing FCCM and KYC UAT

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The First MicroFinanceBank

اولين بانک قرضه های کوچک

Date of Issue: 21 April, 2019

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1. About FMFB-A

Founded in 2004, The First Microfinance Bank is the only microfinance bank in Afghanistan. Our vision is to poverty alleviation and economic development through provision of sustainable financial services, primarily targeting the micro & small businesses and households. FMFB shareholders include Aga Khan Agency for Microfinance (AKAM), International Finance Corporation (IFC) and Aga Khan Foundation, USA.

Currently, FMFB-A is the market leader in microfinance contributing over 50% to the industry's outstanding portfolio. FMFB-A has a network of 47 branches and outlets covering 14 provinces. The bank offers a range of services including savings, loans (microfinance and SME) and commercial banking services. Loans for agriculture and incremental housing are coupled with free advisory services.

2. RFP Objective

FMFB-A is in process of the implementing of Oracle FCCM version 8.0.7 and KYC modules of OFSAA. This Request for Proposal document ("RFP") has been prepared solely to enable FMFB-A in the selection of suitable organization to assist the Bank in conducting User acceptance Test (UAT) for FCCM and KYC modules of OFSAA, being implemented under the AML and compliance project of the bank. The RFP document is not a recommendation, offer or invitation to enter into a contract, agreement or other arrangement in respect of the solutions. The provision of the solutions is subject to appropriate documentation being agreed between the Bank and ultimately the eventual successful Systems Integrator.

3. Scope of Work

FMFB-A is implementing seven scenarios of FCCM and customers risk assessment. Details of the scenario's and KYC module can be provided on the bidder request.

For this purpose, FMFB-A will be carrying out two round of User Acceptance Testing, where UAT round will be carried out after the training in high level main purpose of the round one is to check the number of false positive alerts, where full UAT will be carried out in round two of UAT. For this purpose, FMFB-A requires the services of a professional testing agency engaged exclusively in the implementation and UAT of AML and compliance solutions to:

- Development of suitable testing methodology / testing strategy document
- Development of test cases for the all the seven scenario's, KYC and including Functionality of the system.
- Development of test calendars.
- Development of entry and exit criteria for the testing.
- Development of detailed test scripts.
- Train the Bank's team in how to carry the UAT.
- Record the test results against the test cases tested.
- The testing must also ensure conformity of each scenario's and customer risk scoring setup correctness.
- Ensure Re-testing of the gaps, errors and bugs, misconfiguration after rectification.
- Sign – off on the User acceptance test.
- Maintain testing documentation as per the leading practices

4. Logistics

1. The successful bidder one senior resource to participate in UAT in Kabul, Afghanistan, where test cases can be created in offsite.
2. Insurance for vendor staff during their stay in Kabul will be the vendor's responsibility.
3. Bi-weekly update meetings will be conducted with the team, either in person or via a teleconference.
4. All other work may be performed onsite or offsite depending upon the vendor's Project Plan.

5. Project Management and Methodology

Project Management

For the purposes of responding to this RFP, the Bidder must provide a detailed UAT plan. The plan must be comprehensive enough in scope and detail to convey the Bidder's ability to manage and measure this project as specified in this RFP.

The Bidder must stress on work quality and how quality will be ensured in all aspects of the project. The Bidder must indicate in his plan how the status and visibility of UAT progress will be monitored. The Bidders must describe their approach to each round of UAT, as well as managing and coordinating different activities of the UAT

As part of the overall project the Bidder shall establish a UAT plan to perform at least the following:

- Maintain a summarized program schedule of key high-level activities in UAT.
- Update the master schedule to reflect each test case completion and status.

Acceptance

FMFB-A will accept the UAT result, if they were produced in accordance to the Banks compliance and AML project scope and policies, and in accordance with the instructions received from the authorised representative of FMFB-A.

6. Minimum Qualifications

Bidders shall demonstrate past experience in meeting these minimum qualifications. Those bidders that do not meet to these minimum qualifications shall be rejected by the bank without further consideration:

Should be oracle Good partner.

- Exclusively and independently operating in the area of implementation, testing, consultancy services of AML solutions.
- Must be providing AML (FCCM, KYC) solutions for more than five years.
- Should have at least carry out the UAT of FCCM and KYC implementation in two banks.

7. Schedule of Events

The following is a tentative schedule that will apply to this RFP, but may change in accordance with the bank's needs or unforeseen circumstances. Changes will be communicated by e-mail to all invited bidders.



Milestone	Relevant Date
RFP posted	22-Apr-2019
Deadline for questions	25-Apr-2019
Proposals due	26-Apr-2019
Proposal review	28-Apr-2019
Project award	29-Apr-2019
Contract finalized	2-May-2019
First Round UAT	10-May-2019

Planned UAT duration will be 20 days, 4 days duration is planned for resolution. The UAT duration can be changed as per discussion with winner bidder.

8. Submittal Requirements

The proposal for services and the price quotations must be submitted through email. PDF file(s) of the proposal should be sent to the following three email IDs:

Email 1: muhib.kabiri@fmfb.com.af

Email 2: saduddin.haziq@fmfb.com.af

Email 3: maiwand.ludin@fmfb.com.af

Proposals are to be received on 26, Apr 2019 (“**The Deadline**”). After this date/time, no amendments or additions may be made to proposals. Any attempt to do so can result in exclusion from the remainder of selection process. The proposals for services will be opened immediately after the expiry of the deadline. The language of the proposals and price quotations must be English.

9. Method of Award

Proposals will be evaluated on a quantitative and qualitative basis. Bidder should clearly address how it plans to accomplish UAT of the Scope of Work in the RFP, as well as provide a high-level UAT schedule.

10. Selection and Notification

Bidder(s) determined by FMFB-A to possess the capacity to compete for this contract will be selected to move into the negotiation phase of this process. Notification will be sent to those bidders via E-mail. The bidders not selected for the negotiation phase will not be notified.