



THE REPUBLIC OF UGANDA

MINISTRY OF FINANCE, PLANNING AND ECONOMIC DEVELOPMENT
THE THIRD FINANCIAL MANAGEMENT AND ACCOUNTABILITY PROGRAMME (FINMAP
III)

ADDENDUM No. 1 TO THE TENDER
FOR

DESIGN, SUPPLY, IMPLEMENT AND COMMISSION AN INTEGRATED HUMAN CAPITAL
MANAGEMENT SYSTEM FOR THE GOVERNMENT OF UGANDA

REF: MoFPED/FINMAP II/ SRVCS /17-18/00008

This addendum No. 1 to the tender for Design, Supply, Implement and Commission an Integrated Human Capital Management System for the Government of Uganda amends the Bidding Documents as follows:

s/n	Page No.	Reference	Amendment
1	51	The bid validity period shall be 180 Calendar days after the deadline for bid submission, as specified below in reference to ITB Clause 21. Accordingly, each bid shall be valid through 29 March 2018	The bid validity period shall be 180 Calendar days after the deadline for bid submission, as specified below in reference to ITB Clause 21. Accordingly, each bid shall be valid through 14 April 2018
2	52	Deadline for bid submission is: Date: 2nd October 2017 Time (EAT) : 15:00 Hours	Deadline for bid submission is: Date: 18 October 2017 Time (EAT) : 15:00 Hours
3	52	The bid opening shall take place at: Ministry of Finance, Planning and Economic Development. Street Address: Plot 2/12 Apollo Kaggwa Road Floor/Room number: Finance Building; Floor 1 Committee Room 3 Town/City: Kampala Country: Uganda Date: 2nd October 2017 Time (EAT) : 15:30 Hours	The bid opening shall take place at: Ministry of Finance, Planning and Economic Development. Street Address: Plot 2/12 Apollo Kaggwa Road Floor/Room number: Finance Building; Floor 1 Committee Room 3 Town/City: Kampala Country: Uganda Date: 18 October 2017 Time (EAT) : 15:30 Hours
4	46	Clarifications: The bidder may notify the Purchaser in writing at the Purchaser's address above. The Purchaser will respond in writing to any request for clarification no later than 7 days prior to the deadline for	Clarifications: The bidder may notify the Purchaser in writing at the Purchaser's address above. The Purchaser will respond in writing to any request for clarification no later than 26 September 2017

s/n	Page No.	Reference	Amendment																
		submission of bids																	
5	53	The bid Evaluation shall take into account technical factors in addition to cost factors. The weight of the Evaluated Bid Price shall be 70% (as identified by "X" in the Evaluation Bid formula). The weight of the technical factors shall be 30%.	The bid Evaluation shall take into account technical factors in addition to cost factors. The weight of the Evaluated Bid Price shall be 30% (as identified by "X" in the Evaluation Bid formula). The weight of the technical factors shall be 70%.																
6	Pages 278 and 279	<p>G. FEATURE SCORES OF THE EVALUATION CATEGORIES UNDER ITB 28.5(B) Table 5</p> <table border="1"> <tr> <td>1. General background and experience of the firm</td> <td>30</td> </tr> <tr> <td> a) Demonstrated capabilities in projects cited <ul style="list-style-type: none"> • Implemented Human Capital management Modules • Gap analysis & Business process re-engineering. • Post implementation support and maintenance • Customization • seamless Integration with other systems • Migration of live data and archived data • Training/change management • Post Implementation Support and Maintenance </td> <td></td> </tr> <tr> <td>2. Proposed Project implementation plan and methodology</td> <td>30</td> </tr> <tr> <td> a) Detailed Project Plan (Adherence to proposed implementation time schedule) Weekly work plan clearly indicating tasks, dependencies and milestones/deliverables through the completion of phases 1, 2 and 3 with breakup of effort estimates and mapped to key personnel b) Implementation approach, plan and methodology c) Implementation of Technical and functional requirements above the minimum. </td> <td></td> </tr> </table>	1. General background and experience of the firm	30	a) Demonstrated capabilities in projects cited <ul style="list-style-type: none"> • Implemented Human Capital management Modules • Gap analysis & Business process re-engineering. • Post implementation support and maintenance • Customization • seamless Integration with other systems • Migration of live data and archived data • Training/change management • Post Implementation Support and Maintenance 		2. Proposed Project implementation plan and methodology	30	a) Detailed Project Plan (Adherence to proposed implementation time schedule) Weekly work plan clearly indicating tasks, dependencies and milestones/deliverables through the completion of phases 1, 2 and 3 with breakup of effort estimates and mapped to key personnel b) Implementation approach, plan and methodology c) Implementation of Technical and functional requirements above the minimum.		<p>FEATURE SCORES OF THE EVALUATION CATEGORIES</p> <table border="1"> <tr> <td>1. General background and experience of the firm</td> <td>10</td> </tr> <tr> <td> a) Demonstrated capabilities in projects cited <ul style="list-style-type: none"> • Implemented Human Capital management Modules • Gap analysis & Business process re-engineering. • Post implementation support and maintenance • Customization • seamless Integration with other systems • Migration of live data and archived data • Training/change management • Post Implementation Support and Maintenance </td> <td></td> </tr> <tr> <td>2. Proposed Project implementation plan and methodology</td> <td>30</td> </tr> <tr> <td> a) Detailed Project Plan (Adherence to proposed implementation time schedule) Weekly work plan clearly indicating tasks, dependencies and milestones/deliverables through the completion of phases 1, 2 and 3 with breakup of effort estimates and mapped to key personnel b) Implementation approach, plan and methodology c) Implementation of Technical and functional requirements above the minimum. </td> <td></td> </tr> </table>	1. General background and experience of the firm	10	a) Demonstrated capabilities in projects cited <ul style="list-style-type: none"> • Implemented Human Capital management Modules • Gap analysis & Business process re-engineering. • Post implementation support and maintenance • Customization • seamless Integration with other systems • Migration of live data and archived data • Training/change management • Post Implementation Support and Maintenance 		2. Proposed Project implementation plan and methodology	30	a) Detailed Project Plan (Adherence to proposed implementation time schedule) Weekly work plan clearly indicating tasks, dependencies and milestones/deliverables through the completion of phases 1, 2 and 3 with breakup of effort estimates and mapped to key personnel b) Implementation approach, plan and methodology c) Implementation of Technical and functional requirements above the minimum.	
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s/n	Page No.	Reference	Amendment
		d) Maintenance and technical support of the system <ul style="list-style-type: none"> • Plan and Methodology for Support and Maintenance • Application Support and version upgrades and patches • SLA Monitoring Plan & tool proposed • Business Continuity plan • Helpdesk support & tool • Risk and Incident management 	d) Maintenance and technical support of the system <ul style="list-style-type: none"> • Plan and Methodology for Support and Maintenance • Application Support and version upgrades and patches • SLA Monitoring Plan & tool proposed • Business Continuity plan • Helpdesk support & tool • Risk and Incident management
		e) Change management approach/strategy ,Tools and Artifacts	e) Change management approach/strategy ,Tools and Artifacts
		f) Configuration management	f) Configuration management
		g) Plans and methodologies for tests, types of tests, Testing tools proposed	g) Plans and methodologies for tests, types of tests, Testing tools proposed
		h) QA plans, performance reviews and methodologies	h) QA plans, performance reviews and methodologies
		i) Project Documentation and Service Requirements ; <ul style="list-style-type: none"> • Training plan/program and training materials • User and Technical system manuals • Project templates • Project plans • Project reporting 	i) Project Documentation and Service Requirements ; <ul style="list-style-type: none"> • Training plan/program and training materials • User and Technical system manuals • Project templates • Project plans • Project reporting
		3. Relevant experience of key personnel and support staff	3. Relevant experience of key personnel and support staff
	40	i. The Project Manager/Team leader ii. Solution Architect, iii. Database Administrator, iv. Developers/Programmers, v. HR Specialist vi. Business Analyst. vii. Security Specialist viii. Change management expert	40
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			4. All the Desirable Requirements under Functional/Technical Specifications
			20
			100

Please note that where this addendum conflicts with the record of pre-proposal meeting or what was stated at the pre-proposal meeting held on 19 September 2017, this addendum prevails.

Signature: 

Name: Patrick Kagaba

Position: Head of Procurement

Date: 22 September 2017