

REPUBLIC OF KENYA



COUNTY GOVERNMENT OF MIGORI

## REQUEST FOR PROPOSAL

TENDER NO: -CGM/RFP/FEP/01/2023-2024

### **IFMIS NEGOTIATION NO 1368412**

#### **REQUEST FOR PROPOSAL (RFP) FOR AUTOMATED REVENUE COLLECTION AND MANAGEMENT SOLUTION SYSTEM**

The county government of Migori invites eligible bidders for the automated revenue collection and management solution system. Interested firms should submit Request for Proposals (RFP) giving a brief of their experience capabilities. The objective of this Request for Proposal is to select a firm capable of providing the best revenue automation solution system. The scope of work includes but not limited to-:

1. Supply, customization, and implementation of a revenue management solution, meeting the unique requirements of the different COUNTY GOVERNMENT OF MIGORI REVENUE AUTHORITY revenue sources such as parking (daily, enclosed, seasonal etc.), Markets, rates, billboards, permits, liquor fees, house rent, all revenue from developed units and others. Fully manage structured and unstructured revenues as per finance act.
2. Providing guidance and support on any pre-implementation activities that COUNTY GOVERNMENT OF MIGORI REVENUE AUTHORITY needs to undertake in readiness for the roll out of the solution e.g., registration of client database, mapping, and profiling of revenue sources. It is expected that the solution will be rolled out in a phased manner based on the impact, financials, and readiness of each revenue stream with the goal of ensuring all revenue streams are consolidated in one revenue system.
3. Integrate real-time with IFMIS and provide standard API for future interphase with any county application including HR for personnel validation.
4. Data clean-up and migration from previous systems used and providing data archiving solution integrated with new solution for reference purposes.

5. Training of COUNTY GOVERNMENT OF MIGORI REVENUE AUTHORITY staff on used and manage the revenue solution.
6. Hosting, support and maintenance of the solution. Real-time sync of the live database with local server on county premise or any other preferred backup location and provide GUI for validating and querying the local database.
7. Provide server hardware and software to be hosted at County Government of Migori Data Center for system backup. Include database and operating system applications.
8. Supply and maintenance of 300 No Android POS machines as specified in the detailed requirement section.
9. Provide data bundles and thermal rolls for POS machines.
10. Maintain COUNTY GOVERNMENT OF MIGORI REVENUE AUTHORITY USSD service for revenue collections.
11. Provide SMS bundles for system notifications and access code authentication.

### **Mandatory requirements**

1. Have certified registration documents showing their legal status
2. Valid KRA Tax compliance Certificate
3. Valid Business Operating License.
4. Have certified audited financial statement for the last three years
5. Relevant, specific past experience from all sectors
6. General experience in all sectors
7. Minimum of 5 years' experience in payments automation of government services in Kenya.
8. Must be in compliance with the terms and conditions laid down by commission on Revenue Allocation and the National Treasury.
9. Communication Authority of Kenya (CA) Application Service provider License.
10. Central Bank of Kenya (CBK) Payment Service Provider License.
11. Valid Office of Data Protection Commission registration certificate.
12. Valid ICTA registration Certification category ICTA 2: SYSTEMS AND APPLICATIONS.

The interested and eligible bidders may view and download the detailed RFP document from the County Government of Migori website [www.migori.go.ke](http://www.migori.go.ke) and download a complete set of tender document from the IFMIS tender portal [www.supplier.treasury.go.ke](http://www.supplier.treasury.go.ke) or PPIP ([www.tenders.go.ke](http://www.tenders.go.ke)) portal using the unique IFMIS Negotiation Number indicated.

Bidders who have downloaded the document from the website must forward their particulars immediately for recording and further clarification and addenda to [procurement@migori.go.ke](mailto:procurement@migori.go.ke) . Complete tender documents **MUST** be submitted through the

IFMIS SUPPLIER PORTAL: [supplier.treasury.go.ke](http://supplier.treasury.go.ke) as per the requirements contained in the document so as to be received on or before the date and time indicated in the IFMIS.

Complete tender documents **MUST** be submitted through the IFMIS SUPPLIER PORTAL [www.supplier.treasury.go.ke](http://www.supplier.treasury.go.ke) as per the requirements contained in the document on or before 20<sup>th</sup> November, 2023 at 1100Hrs East African Time.

All documents must be paginated in the format (1, 2, 3, 4.....)

All the original bid securities must be delivered to the office of the Director Supply Chain Management Services at the County Headquarters. **All the Bid securities must be registered.**

**NOTE:** Bidders who may experience challenges in accessing and uploading their tenders in the IFMIS tender portal should contact the IFMIS helpdesk (e-mail <http://ifmis.go.ke>, Tel: 0800721477/0204801801) at the treasury or contact Supply Chain Management Office County Government of Migori for assistance during official working hours (Monday-Friday 8:00am-5:00pm).

The system shall automatically LOCK OUT at the time and Date of the Tender Closing as indicated. **MANUAL SUBMISSION shall not be accepted.**

**ERICK OURE**

**Ag. DIRECTOR, SUPPLY CHAIN MANAGEMENT SERVICES  
FOR: ACCOUNTING OFFICER  
COUNTY GOVERNMENT OF MIGORI**