Invitation of Expression of Interest (EOI) for implementation of an Integrated Talent Management system for Amref Health Africa

TENDER NO. AMREF/03/03/2020/003

Amref Health Africa is the largest international health development organization based in Africa. Working with and through African communities, health systems and governments, Amref Health Africa’s vision is for lasting health change in Africa. With headquarters in Kenya, Amref Health Africa has offices in Ethiopia, Uganda, South Sudan, Kenya, Tanzania, Southern Africa, and West Africa, as well as 11 countries in Europe and North America. For more information, visit our website www.amref.org

Amref Health Africa would like to engage a qualified service provider to implement an Integrated Talent Management system for approximately 1000 users that will integrate across all Amref offices globally. The implementation of the talent platform shall provide full and integrative suite of solutions spanning the following modules; Recruitment & On boarding, Performance Management, Talent Management & Succession Planning with embedded Reporting and Analytics functionalities on all the modules. The software should seamlessly integrate with Dynamics Navision, M S Office 365 currently implemented in different countries.

A complete set of tender documents containing detailed information may be downloaded from the Amref Health Africa website: https://amref.org/tenders/ upon payment of non-refundable fee of Kshs 2,000. The payment should be made through either of the following Bank accounts: Kenya Commercial Bank, Kipande House Branch, and Account No: 1111429243 OR National Bank of Kenya, Wilson Branch, Account No: 01020058235400. Candidates will then submit original bank counterfoils together with their tender document as proof of purchase.

Interested bidders are requested to respond to the following details:

1. The proposed software
2. Estimated cost of acquisition including the licensing model
3. Draft implementation plan/timeframe
4. Post-implementation Support structure

In addition, eligible bidders should provide:

1. Copy of the companies/organisation certificate of incorporation
2. Copy of a valid Tax compliance and PIN certificate
3. Brief history about the company/organisation
4. Certified audited accounts and documents for the past three years (2016, 2017 and 2018)
5. Must submit certified bank statements for the most recent 12 months (Feb 2019- Jan 2020)
6. Job references for similar assignments your company has undertaken for institutions within or outside Kenya within the last three years (attach appointment letters/contracts for the consultancies) with a multi-country setup.
7. Copies of relevant government registration licenses
8. Quality assurance certification, local or otherwise, will be an added advantage
9. Curriculum Vitae of the lead consultant if you are awarded the project

Interested service providers should submit the requested documentation and information by dropping them in the BIG TENDER BOX at the Main reception in Amref Health Africa in Kenya, near Wilson Airport by/before Tuesday, 17th March 2020 at 12:00Noon in a plain sealed envelope clearly marked with the EOI number in the reference line and addressed to

Group Chief Finance
Officer Amref Health Africa
P.O.Box 30125-00100
Nairobi.

Late submissions and wrongly marked offers will NOT be accepted. Successful applicants will be contacted to give a presentation of their proposed solutions to the Amref Health Africa team at a date to be determined and communicated soon thereafter at the Amref Health Africa KCO. For any questions, send an email to: tender.queries@amref.org not later than 3 days after the date of this advert.

Amref Health Africa Reserves the right to accept or reject any or all bids and is not bound to give any reasons for its decision.