



Bank of Mauritius

IT Transformation Project Phase I

Expression of Interest (EOI)

Date: 01 March 2019

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Disclaimer and Disclosure

The purpose of this document, also referred to as “Request for EOI”, is to invite “Expression of Interest” (EOI) from interested parties for the provision of services for an IT Transformation Project Phase I (“Project”) at the Bank of Mauritius (“Bank”). While the Bank has taken due care in the preparation of this document and believes it to be accurate, neither the Bank nor any of its officers, agents or advisors give any warranty or make any representations, express or implied, as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it. The Bank shall bear no responsibility whatsoever for any errors and omissions.

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and that they do not rely only on the information provided by the Bank in submitting an EOI. The information is provided on the basis that it is non-binding on the Bank of Mauritius or any of its officers, agents or advisors. The Bank reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the time table reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest. The Bank shall not be liable to any claim for refund, reimbursement of any costs incurred to any person expressing interest. The EOI should be signed and submitted by a senior executive duly authorized to bind the applicant to the details submitted in the EOI. All pages of the EOI shall be initialled by the authorized signatory. Clarifications/queries, if any, should be addressed by email to the Chairperson – Tender Committee (tender.committee@bom.mu). Responses to clarifications/queries sought shall be posted in the Procurement section of the Bank's website (<https://www.bom.mu>).

Any product name / function used in this document are meant to be generic and do not refer to the product of any particular company. In case such proprietary terms have been inadvertently mentioned, such terms should be taken to refer to the generic technology.

Please Note: Since this is not a Request for Proposal (RFP), commercial proposals are not required to be submitted at this stage.

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1. Information Sheet

Name of Bid	IT Transformation Project Phase I
Name & Address of Issuer	Bank of Mauritius Sir William Newton Street Port Louis, 11328 Mauritius. https://www.bom.mu
Addressee	Chairperson – Tender Committee Email: tender.committee@bom.mu
Date of Commencement of EOI Process	March 01, 2019
EOI Language	English
Last Date & Time for Receipt of Queries	March 13, 2019, 16:00 Hrs (Mauritius Time)
Sharing of Responses to Queries	March 20, 2019
Last Date & Time for EOI Submission	March 29, 2019, 16:00 Hrs (Mauritius Time)
e-Tendering	Submission of EOI by e-mail is not allowed

2. Introduction

2.1 Statement of Purpose

The Bank of Mauritius, hereinafter referred to as “Bank”, is the Central Bank of the Republic of Mauritius and is established under the Bank of Mauritius Act 2004 (as amended). The Bank is the supervisory and regulatory authority for financial institutions, including banks, non-bank deposit taking institutions and cash dealers, amongst others, operating in the Banking Sector in Mauritius..

The Bank’s registered office, hereinafter referred to as “Head Office” or “HO”, is in Port Louis, Mauritius and has a Regional office, hereinafter referred to as “Branch”, in Rodrigues Island, situated some 600 km off the east north east coast of Mauritius. Rodrigues is currently connected by satellite link and sub-marine cables. The Bank also operates a Disaster Recovery (DR) site some 15 km away from its HO near the central part of Mauritius.

The Bank has decided to embark on an IT Transformation Project which will be implemented in a phased manner. The Phase I which is the subject matter of this EOI focuses on the implementation of Accounting – GL, Core Banking System, Currency Inventory Management, Integrated Treasury Solution and Middleware as more fully described in Annexure C.

This Request for EOI is issued to invite proposals for the implementation of Phase I at the Bank’s HO in Port Louis, the DR centre and the Branch. The Integrated Treasury Solution will not be implemented in the Branch initially.

2.2 Statement of Intent

Expression of Interest (EOI) from interested parties (‘applicants’) should be submitted to the Bank in a sealed envelope superscribed with “Expression of Interest – IT Transformation Project Phase I” from the applicants who:

- a. meet the Eligibility Criteria as set out in **Annexure A**.
- b. agree to abide by all the other terms and conditions contained in this Request for EOI document.

By participating in this EOI process the Applicant confirms that he is in agreement with the Bank on all the Terms and Conditions set out in this Request for EOI.

A sealed envelope containing Two (2) complete sets of signed hard copy of the applicant’s EOI and a soft copy thereof (in a CD/DVD/PEN-DRIVE) should be deposited in Tender Box “B” at the Bank or forwarded by post or courier to the Bank before the closing date specified in Section I– Information sheet and addressed as follows:

The Chairperson – Tender Committee
Bank of Mauritius
Sir William Newton Street
Port Louis 11328

Mauritius

2.3 Applicant's Eligibility Criteria

This Request for EOI is open to those entities which fulfil the eligibility criteria as set out in **Annexure A** of this document and agree to the terms & conditions set out in this Request for EOI document. The applicants shall furnish documentary evidence supporting the information provided by them in their EOI.

3. Broad Scope of Work

The expected activities identified under the scope of work for the IT transformation Project Phase I are mentioned below:

- Implement Solutions comprising Accounting – GL, Core Banking System, Currency Inventory Management, Integrated Treasury Solution, Middleware and other supporting applications as mentioned in **Annexure C** of this document covering a range of banking and accounting operations, among others (both internal and external) undertaken across both of its HO and Branch and enhancing the system compatibility for multiple delivery channels for the Bank;
- Supply, setup, configuration, installation and commissioning of all required hardware, software, network devices and other required components for an end to end solution;
- Supply, installation and configuration of all support software such as Operating systems, Database Management System, Backup, Antivirus software etc.;
- Provide post implementation support for a period of at least 5 years;
- All critical departments, divisions or offices of the Bank (Banking and Currency, Accounting and Budgeting, Financial Markets and Reserve Management, among others) to be covered by the Solutions;
- Critically assess the existing business processes and IT infrastructure of the Bank as well as existing applications and legacy software;
- Obtain primary understanding of the processes from the Bank for program management and implementation of Solutions. For details on application / configuration / infrastructure / network / interfaces / additional customizations and IT infrastructure, direct interaction with the corresponding departments, divisions or offices of the Bank would be necessary;
- Prepare the Control Specification document for the Solutions along with the Bank;
- Build seamless interfaces (wherever needed) with identified existing applications of the Bank or other related entities;
- Build customizations/interface as per the business requirements of the Bank;
- Integrate Solutions with identified existing applications of the Bank or other related entities;

- Provide Integration/interfaces with the external banking applications run by the Bank's clients;
- Conduct any vulnerability assessment and perform any remediation required;
- Prepare data migration strategy and plan prior to Solutions roll-out;
- Consolidation of customization requirements and finalization of the plan details;
- Conduct tests (hardware (if required), software UAT etc.) as per the test plans devised by the shortlisted applicant in collaboration with the Bank and appropriately carry out the measures to meet with the set standards;
- Conduct end-user training at the HO and Branch of the Bank for identified group of employees. The successful bidder should also follow a train-the-trainer approach for training using various mediums of communications and training tools;
- Prepare detailed training manuals / presentations containing appropriate flowcharts etc. for end user training to be conducted at locations specified by the Bank;
- Prepare all operating manuals, user manuals, system manuals, IT security manuals etc. as required;
- Build reports for MIS purposes which may not be readily available in a Solutions. Customized reports may need to be built as per user requirements;
- Provide post implementation support across all locations;
- Provide building blocks / interfaces for porting data to the state of the art data warehousing system of the Bank;
- Customize solutions as per the business requirements of the Bank;
- Migrate data from existing applications to new applications;
- In addition to the new systems mentioned in **Annexure C**, the Bank wishes to retain some of the existing systems and would require the successful bidder to study these systems as part of its preliminary study and understand the systems. The successful bidder would be required to build / customize appropriate interfaces / integrate with the new systems. Details of these systems will be specified in the Request for Proposal (RFP) document which will be made available to the shortlisted applicants after the EOI stage;
- All installation and configuration work, as determined by the supplier's solution will be carried out at the HO, DR sites and Branch. Work for the purpose of site preparation, such as laying of power and data cables, AC etc. is outside the scope of this Project. The applicant is required to fully describe the requirements for site preparation in his EOI.

The various activities cited above are illustrative and are not an exhaustive list. All activities need to be performed and delivered within the given timelines without compromising the quality standards.

4. Process before submission of EOI

- i. **Raising of queries/clarifications on Request for EOI document:** The applicants requiring any clarification on this document should submit written queries by email to the Chairperson – Tender Committee. The deadline and email address for submitting any queries are indicated in Section 1 – Information sheet.
- ii. **Modification in Request for EOI document:** At any time prior to the deadline for submission of EOIs, the Bank may modify any part of this document. Such change(s), if any, may be in the form of addendum/corrigendum and will be uploaded on the Bank's website (<https://www.bom.mu>). All such change(s) will be part of this Request for EOI and binding on all applicants. Interested applicants are advised to regularly refer to the Bank's URLs mentioned above.
- iii. **Extension of date for submission of EOIs:** Request for extension of date for submission of EOIs will not be entertained. However, the Bank, at its discretion, may extend the deadline in order to allow prospective applicants a reasonable time to consider the amendment/changes, if any.
- iv. **Response to queries:** Clarifications sought, if any, will be published on the Bank's website (<https://www.bom.mu>),
- v. **Submission of EOIs:** The Applicants may submit the EOI as per the EOI Schedule in Section I – Information Sheet. Electronic submission is not allowed. The Bank may ask (i) Applicants for clarifications or additional documents / credentials, (ii) for actual site visit of applicant's client(s) at its discretion.

5. Format and signing of EOI

- i. The applicant should prepare his EOI strictly as required in this Request for EOI document.
 - a) EOI should be typed and submitted on A4 size paper, spirally and securely bound and with all pages therein numbered and in serial order;
 - b) All pages of the EOI should be initialled by the authorized person(s) of the applicant company/firm. Any interlineations, erases or overwriting shall be valid only if the person(s) signing the EOI authenticates them. The EOI should bear the seal of the applicant on each page except for the un-amendable printed literature;
 - c) The applicants should demonstrate that they meet the eligibility criteria set out in **Annexure A** of this EOI;
 - d) The applicant should provide details of similar projects executed as per the format in **Annexure B** for solutions mentioned in **Annexure C**;
 - e) The applicant should provide his own company details as per **Annexure D**;
 - f) As a part of this EOI, the applicant has to submit a detailed approach paper on how they propose to implement the Bank's IT Transformation Project Phase I, along with requirements to setup the same.
- ii. In case any discrepancy is observed between the hard and soft copy of an applicant's EOI, the hard copy of the EOI will be considered as the base document.

6. Process after submission of EOI

- i. All EOIs received by the designated date and time will be examined by the Bank to determine if they meet criteria/terms and conditions mentioned in this document including any subsequent amendment(s) and whether EOIs are complete in all respects.
- ii. On scrutiny, the EOIs not found in the required formator which are found to be illegible/incomplete/not containing clear information or failing to fulfil a relevant requirement, which in the view of the Bank, does not permit a thorough analysis will be rejected from further evaluation process.
- iii. The Bank reserves the right, at any time, to waive any of the requirements of this Request for EOI document if it is deemed in the interest of the Bank.
- iv. If deemed necessary, the Bank may seek clarifications on any aspect of the EOI from the applicant. If a written response is requested, it must be provided by the applicant within 4 working days. If the response is received after the 4 working days, it will not be considered. That would not, however, entitle the applicant to change or cause any change in the substance of their EOI document already submitted. The Bank may also make enquiries to establish the past performance of the applicants in respect of similar work. All information submitted in the application or obtained subsequently will be treated as confidential.
- v. After examining the EOI, some or all of the applicants may be asked to make a presentation of the Solutions and demonstrate proof of concept.
- vi. Applicants may also be required to arrange for the Bank's visit to the Innovation Centre(s) setup by applicant at their client(s).
- vii. The Bank will shortlist the applicants who fulfil the eligibility criteria, have Solutions as per the requirement of the Bank and are agreeing to abide by the terms and conditions of the Bank. The Bank's decision in this regard will be final.
- viii. Applicants will be advised of the short listing of their EOIs or otherwise, in writing. However, applicants will not be provided with information on their comparative position vis-à-vis the other applicants.
- ix. The Bank will issue an RFP to shortlisted applicants for an invitation to submit technical and commercial bids.
- x. Nothing contained in this EOI shall impair the Bank's right to issue 'Open Tender' on the proposed solution.

7. Terms and Conditions

- i. Submission of an EOI is evidence of an applicant's consent to comply with the terms and conditions of the Request for EOI and subsequent application process. If an applicant fails to comply with any of the terms and conditions, the application may be summarily rejected.
- ii. Wilful misrepresentation of any fact in the EOI will lead to the disqualification of the applicant without prejudice to other actions that the Bank may take.
- iii. The EOI and the accompanying documents will become the property of the Bank. The applicants shall be deemed to license and grant all rights to the Bank to reproduce the whole or any portion of their product/solution for the purpose of evaluation and to disclose and/ or use the contents of submission as the basis for the RFP process.
- iv. The Bank reserves the right to accept or reject any or all EOIs received or cancel the entire process without assigning any reason therefore whatsoever and the Bank's decision in this regard will be final.
- v. No contractual obligation whatsoever shall arise from the Request for EOI and successful shortlisting should not, in any way, be construed as a contract for the proposed work/Project.
- vi. Any effort on the part of the applicant to influence the evaluation process may result in rejection of his application and the applicant may be barred from participating in future Requests for EOI or bids of the Bank.
- vii. The Bank is not responsible for non-receipt of EOI within the specified date and time due to any reason including postal delays or holidays in between.
- viii. The Bank reserves the right to verify the validity of information provided in the EOI and to reject any application where the contents appear to be incorrect, inaccurate or inappropriate at any time during the evaluation process of EOI.
- ix. Applicants shall be deemed to have:
 - a. Examined the Request for EOI document.
 - b. Examined all circumstances and contingencies, having an effect on their EOI application and which is obtainable by the making of reasonable enquiries.
 - c. Satisfied themselves as to the correctness and sufficiency of their EOI applications and if any discrepancy, error or omission is noticed in the EOI, the applicant shall notify the Bank in writing on or before the end date/time.

- x. The applicant shall bear all costs associated with the submission of EOI / additional information as designed by the Bank. The Bank will not be responsible or liable for any cost thereof, regardless of the conduct or outcome of the process.
- xi. Applicants must advise the Bank immediately in writing of any material change to the information contained in their EOI, including any substantial change in their ownership or their financial or technical capacity. Copies of the relevant documents must also be submitted to the Bank with their advices.
- xii. Applicants shortlisted in the EOI process must not advertise / publicise the result of the process or their engagement with the Bank on the subject in any form or manner whatsoever without prior written permission from the Bank.
- xiii. The detailed scope of work will be included in the RFP document.
- xiv. The Bank may review the Eligibility Criteria, Terms & Conditions and other evaluation criteria as per requirements of the Bank at the time of publishing RFP for the Bank's IT Transformation Project.

8. Disclaimer

The Bank is not committed either contractually or in any other way to the applicants whose applications are accepted. The issue of this Request for EOI does not commit or otherwise oblige the Bank to proceed with any part or steps of the EOI process.

Subject to any law to the contrary, and to the maximum extent permitted by law, the Bank and its directors/officers/agents and advisors disclaim all liabilities (including liability by reason of negligence) from any loss or damage, cost or expense incurred or arising by reasons of any person using the information and whether caused by reasons of any error, omission or misrepresentation in the information contained in this document or suffered by any person acting or refraining from acting because of any information contained in this Request for EOI document or conduct ancillary to it whether or not the loss or damage arises in connection with any omission, default, lack of care or misrepresentation on the part of the Bank or any of its officers, agents or advisors.

Annexure A: Eligibility Criteria

<Name of the applicant>

E-1	Applicants should provide a cover letter, signed by an authorised senior executive , and contact details of the company in the format specified at Annexure D .
E-2	Applicants should provide two copies of the EOI: an original and a copy, together with an electronic copy of the documents on a CD/DVD or pen-drive.
E-3	<p>The Bank is looking for a readily available commercial off-the-shelf (COTS) application which can be easily adapted and customised to the Bank’s needs. Applicants may partner with other firms to submit the proposal. The main applicant should be a Software/Application/Original Equipment Manufacturer (OEM) vendor or an IT System Integrator in the field of Banking/Central Banking. The main applicant has to meet the set-out eligibility criteria. No other combination will be accepted.</p> <p>The applicant should provide the name of the readily available COTS application(s), it intends to supply and customise to respond to the Bank’s requirements.</p>
E-4	<p>Applicants must be already engaged in the provision of similar end-to-end systems and services, comprising supply, installation and implementation of four core components i.e. Core Central Banking Systems, Treasury Solutions, Accounting – GL, Currency Management, and any other supporting applications and services to central banks.</p> <p>The following details should be provided as per Annexure B:</p> <ul style="list-style-type: none"> - Central Bank Name, - Contact Person, - Telephone and email address of contact person, - Project name and scope, - Composition of implementation team (bidder, subcontractors/system integrators), - Year of engagement, - Project duration, - Total cost of project (in USD)
E-5	<p>Applicants should have proven experience in supplying and implementing central banking solutions. Implementation of the central banking solutions in at least two (2) central banks will be an advantage.</p> <p>The following details should be provided as per Annexure B:</p> <ul style="list-style-type: none"> - Central Bank Name, - Contact Person, - Telephone and email address of contact person, - Project name and scope, - Composition of implementation team (bidder, subcontractors/system integrators), - Year of engagement, - Project duration, - Total cost of project (in USD)

E-6	<p>The Applicant should have had an annual turnover of at least USD 10 million for the previous three financial years.</p> <p>Applicants should provide Audited financial statements (Balance Sheet, P&L, Cash Flow and Notes to Accounts) for the last three financial years. The accounts must be audited by a reputable audit firm.</p> <p>The main applicant should prove their solvency and failure of the solvency test could lead to the applicant being disqualified.</p> <p>The applicants should show a proven track record in Research and Development (R&D) and their future investments or product roadmap (future versions).</p>
E-7	<p>The applicant shall demonstrate its ability to financially implement and support the project for at least 5-7 years.</p>
E-8	<p>The applicant shall provide a business outlook of his company for the next three years supporting his views with a summarised/condensed statement of financial position and income statement. The applicant may provide current and potential contracts in hand and any other relevant information to enable the Bank to take a view of its future financial strength.</p> <p>The applicant may provide any additional information that can help in the evaluation of its financial health.</p>
E-9	<p>The applicant should confirm that it has fulfilled its obligation to pay taxes.</p>
E-10	<p>The Bank will reject any applicant who may have been involved or alleged to have been involved in any corrupt or fraudulent practices, money laundering and, debarred from participating in any public procurement.</p> <p>The main applicants must provide a written undertaking for this purpose.</p>
E-11	<p>The applicant shall provide the details of proposed project management team (Directors, Managers etc.) and Implementation Team members, with past experience in similar projects.</p>
E-12	<p>Applicants should provide authorization from Original Equipment Manufacturer (OEM)/ product vendors, if any, that the bidder is allowed to customize and modify their applications/ products</p>
E-13	<p>Applicants should provide the list of their directors and executive management.</p> <p>The Bank will reject any applicant whose director or member of executive management may have been involved or alleged to have been involved in any corrupt or fraudulent practices or money laundering.</p>
E-14	<p>Applicants should provide the shareholding structure of the company indicating majority shareholders. Refer to Annexure D.</p>
E-15	<p>Applicants should submit the names of the partner firms and subcontractors/system integrators, if any, and should provide the financial statements of the partner(s) for the last three financial years.</p>

The main applicant should also submit a letter of undertaking from the partner/subcontractor that the latter is engaging in this project in solido.

The main applicant may have back to back agreements with any of its subcontractors/systems integrators for software, licenses, hardware and customisation, among others. The Bank may opt to have separate agreements with software and hardware vendor, however the main applicant should take accountability of the systems delivered to ensure smooth operation.

Applicant should provide a written undertaking that the accountability of the whole project will rest with the main applicant and it should define the respective roles and responsibilities of the main applicant and any subcontractors.

Annexure B: Details of the IT Transformation Project setup by Bidder

Project Name	
Central Bank Name & Address	
Client Contact Person Name: Designation: Phone Number: Fax Number: Mobile Number: Email Id:	
Project Value in USD	
Sector	BFSI
Project schedule Start Date End Date (as per PO) End date (actual)	
Composition of implementation team (bidder, subcontractors/system integrators),	
Detailed Scope of Project	
Geographical Spread of client	City/Province/Country/Global
Bidder's role in the project (Project Management / Design/ Setting up / Maintenance / Testing)	
Overall client satisfaction (Excellent/Good/Satisfactory/Below Average)	

Annexure C: Required Solutions

New systems with listed modules (minimum requirements) should be considered by the applicant when offering a solution. The modules listed below are minimum requirements of the Bank and is not an exhaustive list. If the solution comes with any additional modules, these can be proposed to the Bank. The minimum systems requirements are listed below:

1. Accounting System – GL

The Accounting System - GL will be used by the Accounting and Budgeting Division and shall be the base repository of all recordings that are directly or indirectly related to the General Ledger and accounts of the Bank. It will also be used to draw the Financial Statement reports like Balance Sheet and Profit and Loss Account of the Bank. The Head Office and the Branch will have separate General Ledger accounts. However, the Financial Statements will be prepared on a consolidated basis. It should comprise as a minimum of the following modules:

- a. General Ledger.
- b. Reports.
- c. Audit Trail and Logging.
- d. Consolidation of Accounts.

2. Core Banking System

The core banking system will be used by the Accounting and Budgeting Division and the Banking and Currency Division. The actual systems used in the Banking Office, though separate, are highly dependent on each other. Updating is carried out through loading of files from one system to the other. Our expectations are to have one system which is reliable, fast, reduces manual intervention and which encompasses all existing system. The core banking system will support the front-end operations of these divisions and shall comprise, as a minimum, the following functions/modules:

- a. Customer / Client data management.
- b. Retail & Corporate Deposits.
- c. Clearing.
- d. Fixed Deposits.
- e. Retail & Corporate Loans.
- f. Trade Finance.
- g. Forex.
- h. Banking Operations.

3. Currency Inventory Management

This system will be used by the Currency Section and pertains mainly to the orderly classification, storing, issuance and acceptance of currency notes and coins. The system shall comprise the following minimum functions/modules:

- a. Deposit
- b. Counting
- c. Withdrawal.
- d. Vault
- e. Numismatic functions (inventory of banknotes and coins including foreign ones held for display in the Bank's museum)

- f. Currency Inventory Management
- g. Document upload facility
- h. Integration with other systems
- i. Controls
- j. Reports

4. Integrated Treasury Solution

A. Integrated Treasury Solution (Domestic):

The Integrated Treasury Solution (Domestic) will support the domestic market operations of the Bank. The system will provide front-end functions like auctioning of Government securities fixed and floating), Bank of Mauritius securities ('BoM securities'). It will also act as the central depository for all government and BoM securities (T-Bills and Bonds, etc.) and provide back-office functionalities. It is expected that Straight Through processing ('STP') is implemented across all the components of the Integrated Treasury Solution (Domestic) and also towards the accounting – GL and payments systems.

The Solutions should have the following minimum functions/modules:

- a. Domestic Front office- Online Auctioning
- b. Domestic Front office- Secondary Market Trading
- c. Domestic Front office- Intervention Module
- d. Domestic Front office- REPO
- e. Domestic Middle Office
- f. Domestic Back Office - Central Depository

B. Integrated Treasury Solution (International Reserves):

The Integrated Treasury Solution (International Reserves) should ideally connect to the Bloomberg platform which allows the Bank to trade FX, bonds and equities. It should also offer middle office, performance and risk management as well as compliance functionalities. It should integrate seamlessly with back-office modules. STP should exist between the system and the Accounting System – GL and payment systems. The system will record all asset management trades, provide for automatic matching of trades with SWIFT confirmation messages and track their maturity.

The solution should have the following minimum functions:

- a. Portfolio Management System - Order Management
- b. Portfolio Management System – Middle Office Functions
- c. Performance and Risk System
- d. Portfolio Management System - Back Office Functions

5. **Middleware:**

The Middleware should also ideally allow integration between the modules of the proposed solutions and:

- online trading platforms and order management systems,
- market data sources like Reuters and Bloomberg,
- financial messaging system,
- Other proprietary systems,
- Any other external software which is identified by the applicant.

Annexure D: Applicant Details

S.No	Description	Details
1	Name of applicant	
2	Date of Incorporation and / or commencement of business	
3	Certificate of incorporation and details of shareholders and directors.	
4	Brief description of the applicant including details of its main line of business	
5	Particulars of Company	
5.a	Website URL	
5.b	Address	
5.c	Phone Number(Landline)	
5.d	Mobile Number	
5.e	Fax Number	
5.f	Email Address	
6	Particulars of the Authorized Signatory of the applicant	
6.a	Name	
6.b	Designation	
6.c	Address	
6.d	Phone Number(Landline)	
6.e	Mobile Number	
6.f	Fax Number	
6.g	Email Address	

(Name, Signature of Authorized Official & company seal)

Date: