

ADDENDUM No. 1

COMMON MARKET FOR EASTERN AND SOUTHERN AFRICA BUSINESS COUNCIL



**CONSULTANCY
FOR THE CBC DIGITAL FINANCIAL INCLUSION PLAN FOR MICRO SMALL AND
MEDIUM SIZED ENTERPRISES (MSMEs)
PROVISION OF SERVICES TOWARDS IMPLEMENTATION OF THE COMESA CROSS
BORDER DIGITAL RETAIL PAYMENTS PLATFORM AND/OR FRAUD MANAGEMENT
MODULE
REQUEST FOR PROPOSALS (RFP)**

Ref no: CS/CBC/2024(001/75) TS/jp

TO: All firms bidding for “THE CBC DIGITAL FINANCIAL INCLUSION PLAN FOR MICRO SMALL AND MEDIUM SIZED ENTERPRISES (MSMEs) PROVISION OF SERVICES TOWARDS IMPLEMENTATION OF THE COMESA CROSS BORDER DIGITAL RETAIL PAYMENTS PLATFORM AND/OR FRAUD MANAGEMENT MODULE”

This addendum forms a part of changes on the following items that need to be cleared for firms submitting their RFP:

1. In order to ensure the confidentiality and security of the sensitive financial information contained within the proposals, we require all financial documents to be **password protected**. This precautionary measure is implemented to safeguard the integrity of the bidding process and protect the proprietary financial details shared by the participants. Each bidder will be asked to provide the password to their financial proposal as their proposal is being opened.
2. Please be advised that the deadline for bid submission has been extended. The new submission deadline is **Monday, February 19th, 2024**. This extension has been granted to accommodate the needs of potential bidders and ensure a fair and thorough preparation process to submit their responses after this addendum.
3. On the “JOINT APPROACH AND METHODOLOGY” (for Lot 1 and Lot 2) section, the previous RFP had captured “o) Build a complete generic domestic Buffer Scheme with documentation, instructions, technical manuals, and regulatory explanations which could be very quickly deployed in each country to accelerate onboarding.
we have therefore amended the above to read as follows:
“o) Develop comprehensive training materials and documentation outlining all project action points for each country of implementation. This will serve as a localized knowledge repository, enhancing capacity building and streamlining the onboarding process”
4. Please find the link below for the documents to be shared in line with the Question & Answer section:
https://comesabusinesscouncil-my.sharepoint.com/:f/g/personal/ywondimu_comesabusinesscouncil_org/EiZROBSmcbIJoMVx0I59wLIB40uVzfYV-WzHHVL8qWYiHQ?e=nqlbjw
5. **Eligibility Criteria for Vendor and Consultants**
Recognizing that payment systems is a highly specialized area and requires highly-qualified and experienced consulting firms in payment systems, the consulting firm should have adequate knowledge and understanding of implementing or managing banking or/and mobile money and digital payments solutions/infrastructure/platforms and the payment ecosystem.
Therefore, in addition to 8.b, “Joint Qualification Requirements of the Firms (for Lot 1 and Lot 2)” a composition of experts who possess qualifications and competencies will be preferred as per below:

8.(f)) Indicate where they, the firm or substantially their team, were responsible as a prime supplier in a project similar to the proposed COMESA Digital Retail Payments Platform that has been successfully and substantially completed within the last 5 years with a contract value over \$1,500,000 USD.

8.(g) The key experts should have been involved in Mojaloop or any other similar open-source programs for at least 5 years with demonstrated contribution to the their

respective missions through thought leadership, product, development, operational and/or training.

8.(h) The firm must produce business registration certificates along with details of registered offices.

8.(i) The firm should produce references for being in good standing within the Mojaloop or a similar open-source payments community.

8.(j) The firm must demonstrate 3 years of financial statements, or availability of financial resources such as liquid assets, unencumbered real assets, lines of credit and/or other financial means to meet a cashflow requirement of \$1,000,000 USD.

8. The bidder shall provide a bid security in the form of a Bank Guarantee or Insurance Guarantee, issued by a reputable bank or Insurance company, equivalent to 2% of the bid offer. The financial assurance is intended to demonstrate the bidder's commitment and seriousness in participating in the bidding process. Failure to provide valid bid security may result in disqualification.

8.(k) Please provide profiles for the following roles with preferred experience and qualifications as below:

No.	Minimum roles	Relevant qualifications	Years Experience in Digital Financial Services
1	Team Leader	MSc or high degree in related field and relevant experience, ideally in Low-and Middle Income (LMI) countries	10
2	Project Manager	Scaled Agile for Enterprise (SAFe certified practitioner and/or Project Management Professional certification	10
3	Real-time Payment Expert	MSc or high degree and relevant experience, ideally in LMI countries. Contributing to Open-Source Programmes	10

4	Risk and Fraud Expert	MSc or high degree and relevant experience, ideally in LMI countries. Contributing to Open-Source Programmes	10
5	Operations Manager	Degree or relevant experience, ideally in LMI countries	10
6	Stakeholder and Product Manager	Degree or relevant experience, ideally in LMI countries	5
7	Technical Architect	Degree or relevant experience, contribution to Open-Source Programmes	5
8	Infrastructure Lead	Degree or relevant experience, contribution to Open-Source Programmes	5
9	Senior Quality Assurance Engineer	Degree or relevant experience, contribution to Open-Source Programmes	5
10	Country Onboarding Manager	Degree or relevant experience, ideally in LMI countries	5