

**AMENDMENT NO 02**  
**DATED: 30-06-2016**

**REQUEST FOR PROPOSALS**  
**(RFP)**  
**ERP Implementation in Central Power Purchasing Agency (Guarantee)**  
**Limited (CPPA-G)**

All prospective bidders,

The purposes of this Amendment No. 01 to REQUEST FOR PROPOSAL (RFP) No. ERP-01/06-2016 For ERP Implementation in Central Power Purchasing Agency (Guarantee) Limited (CPPA-G), provide answers to questions submitted by prospective bidders.

1. The questions submitted by prospective bidders are hereby answered as follows;

S. No	Question	Answer
1	The license is usually perpetual are you looking for annual licenses. Or are you talking about license and 22% support.	The whole duration of project (implementation period, warranty period and support period) must be covered with license and principal's support.
2	How many reports have to be made as part of the proposal	Approximately 200.
3	It is requested that due to Eid holidays and consequent bank holidays that proposal submission date may please be extended by a min of 3 weeks.	The date of submission of tender has been extended up to 19-07-2016 at 10 am. The advertisement of extension has been published and uploaded on <a href="http://www.cppa.gov.pk">www.cppa.gov.pk</a> and <a href="http://www.ppra.org.pk">www.ppra.org.pk</a> .
4	Are the bidders required to quote the software license fee and software support and maintenance fee in PKR as well? It is requested to change this to Euro or US\$.	Please refer to the RFP page# 7 bullet# 6 and Annexure "E".
5	The link of Annex D not working	CPPA-G SOPs can be downloaded from <a href="http://www.cppa.gov.pk">www.cppa.gov.pk</a> or can be obtained in a soft copy from CPPA-G Head Office.
6	What sort of documentary proofs will be acceptable for CPPA for the requirements pertaining to qualification criteria?	Any reasonable documentary proof which can serve the purpose and satisfy the Purchase Evaluation Committee of CPPA-G. Hence CPPA-G reserves the right to verify the documentary proves.

7	What type documentary evidence will CPPA require for showing the capability for 24x7 support. What will be the situation if the support facility is available during the working hours only.	Please refer to Sr. No 6 as above.
8	Will CPPA deduct withholding tax only?. What about sales tax.	Please refer to clause# 10 "Payment Terms".
9	What sort of evidence will the CPPA consider for the past verifiable earning history of the proposed candidate(s)?	Please refer to Sr. No 6 as above.
10	Are there going to be 4 offices of CPPA within the scope of the project? 3 in Lahore and 1 in Islamabad. The project office should be at one location. CPPA has mentioned metering and billing interface requirement with the NTDC Generators and DISCOs. But in the requirements section there are no sections pertaining to a meter data management system or energy purchase and sale system?	There are 2 offices in Lahore (WAPDA House, Napier Road) and one in Islamabad. Please refer to clause# 6.1.1 "Accounting and Financial Management".
11	What is the guarantee that CPPA –G team will be able to do data entry and reconciliation in 3 months after which go live will be declared?	CPPA-G ERP Staring Committee will be constituted comprising of functional heads as member to monitor all the activities of project phases. The committee will be reportable to CEO and ERP Committee of BOD CPPA-G.
12	The change of project manager should also be allowed with the same condition as described for project team members in point 14 i.e with prior information to CPPA	Accordingly section# 4, clause# 15 of page# 13 of RFP is amended as follow: "The Project Manager shall not be changed during the life of the project without the written approval of CPPA-G. Any such change will result in penalty of 3% of the project value.
13	If the delay is from CPPA in providing the information, sign off any other reasons. Then what will be condition of Liquidity Damages. Will CPPA pay us for the delay period?	Accordingly the RFP document is amended as follow: "The vendor shall not be liable for any liquidated damages, if it fails to deliver the Services within the relevant phase completion time due to any delay occurs on part of the CPPA-G. Same delay time duration shall also be exceeded/adjusted in Services and Implementation Plan after the approval of Project Director for the forthcoming phases".
14	Will CPPA provide the template for Bank Guarantee	May be furnished once the contractor is selected.
15	Annex-C is the user count sheet and not the CPPA SOPs. Can these SOPs be made available?	Please refer to Serial No. 5 as above.

16	There is mention of billing and settlement processes. But in subsequent sections there are no requirements pertaining to these modules/sub modules?	Details are covered in section 6.1.1.
17	Are all 4 locations of CPPA (3 in Lhr and 1 in Isd) executing the same processes or is there a difference?. How many locations should we take into account while preparing the cost	All 3 locations (2 in Lahore and one in Islamabad) are within the scope of work. Although the locations in Lahore cover the main scope of work.
18	Please advise the no of existing manually prepared reports and additional reports that will have to be developed	Approximately 200 reports.
19	Please advise about the number of customized reports to be Developed.	Please refer to Sr. No. 2 as above.
20	Does CPPA currently have a central database for employees?. Are salaries processed centrally at one location or is the process decentralized?	Currently Payroll is decentralized and being executed at 2 locations at Lahore.
21	Will request CPPA to provide total no of employees and their break down into categories like management, non-management.	Will be furnished after awarding of contract.
22	Vendor can only provide upload programs for the master data. The responsibility of conversion from hard to soft copies, subsequent uploading and validation will have to be performed by CPPA.	Clause# 6.2.1 page# 18 will be performed by vendor and verified by CPPA-G.
23	CPPA is buying 30 users and asking for training for 300 users. These figures do not match.	The training of 300 employees is only applicable on the few of HR processes for submission of employee personal claims, applying for leaves etc.
24	Please clarify what is meant by Principals recommended training. Please advise whether CPPA is looking for Consultant level training or what type of training. Training programs for core/power users and end users are covered in the implementation methodology and schedule.	It covers the consultant level instructor lead class based training with Principal sponsor certificate and training material. Number of trainees are 4.
25	Will the vendor have to provide software support and maintenance, and implementation support and maintenance services free of cost during the warranty period?	Yes
26	Will the warranty period start after 3 months of completion of performance evaluation period?	Please refer to clause# 6.2.6 page# 19.

27	There is a requirement for 1 technical resource to be on site during warranty period and then during support and maintenance period. What should be the nature of this technical resource?. Does this tech resource mean the data base admin or a tech resource for RICE development?	Technical resource for RICE development.
28	Please explain point “2” The vendor will suggest..... Before the start of phase 3.	Hardware sizing (servers, SAN, OS other software etc.)
29	Will there be negative marking if a bidder proposes a time line more than 10 months?	No negative marking. It is recommended that proposed timelines should be within 10 months.
30	Does the time line of 10 months specified by CPPA mean that all offices in Islamabad and Lahore need to go live within this time frame?. Is the performance evaluation period of 3 months	Yes.
31	Are the payment terms negotiable?	No. Accordingly Annexure “E”, Note# 3 is amended as follow: “Payment terms are not negotiable.”
31	There are a lot of penalties proposed on the successful bidder in case the project is delayed. Will these penalties be imposed even if the delay is on part of CPPA?. What kind of guarantees will be given by CPPA for timely completion of activities on their part? If the delays are proved to be on part of CPPA, what will be the formal mechanism of time extension, and any additional costs that the vendor may have to incur?	Please refer to serial# 13 as above.
32	What is the purpose of 04 points for Head office and 02 Points for a branch office? As Head office is usually the financial consolidation head office of a company which has no direct relation with technical enablement or technical competitiveness of an organization.	The timely and frequent access of management to discuss the project status, address the project issues, and mitigate the project risks has a significant impact on project progress. CPPA-G considers that management focus on the project is much effective and efficient if there HO in the city of client premises.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED  
AND IN FULL FORCE AND EFFECT**

End of Amendment No.2