



# Central Bank Of Nigeria

## Invitation To Tender For The Development And Deployment Of a Trade Monitoring System (Forex Forms Automation)

**RFP Number: CBN/ITD/RFP/TRMS/2015/004**

### **1.0 INTRODUCTION:**

- 1.1** One of the core mandates of the Central Bank of Nigeria (hereafter referred to as “CBN” or “the Bank”) is the maintenance of the country’s external reserves in order to safeguard the international value of the legal tender currency. Also, the Foreign Exchange (Monitoring & Miscellaneous Provisions) Act of 1995 empowers the Central Bank of Nigeria (CBN) to prescribe guidelines for export and import trade transactions in collaboration with relevant agencies of government.
- 1.2** The Central Bank of Nigeria, leveraging on the initiative of the modernization project of the Nigeria Customs Service (NCS) by the Federal Government of Nigeria, integrated its requirements of a Trade Monitoring System (TRMS) into the Nigeria Single Window for Trade (NSW). CBN in collaboration with NCS, therefore, automated the Form “M” in Phase I of the Project for “Automation of Forex forms”. The other three forms (“NXP” (Commercial Export), “NCX” (Non Commercial Export), and “A” (Invisible Trades) are still being processed manually.
- 1.3** The CBN intends to execute the Phase II of the initiative being the automation of the other forex forms (i.e. Forms “NXP”, “NCX” and “A”) as well as some enhancements to the already automated form “M”.
- 1.4** The CBN now invites sealed bids from qualified bidders for the design, development, installation, testing and commissioning of a Trade Monitoring System (Forex Forms Automation). Training, maintenance and support should be part of the bid. This Request for Proposal (RFP) is being extended to a set of eligible and competent Vendors.

- 1.5 Proposals from single vendors or from multiple vendors working together as a team would both be considered. The ideal vendor(s) would have certified and relevant knowledge and verifiable capacity and experience in the software industry. Experience in the public or banking sector is preferred, but not mandatory.

## 2.0 SCOPE OF WORK

The scope of this RFP is to seek for proposals for a Trade Monitoring System (Forex Forms Automation) for the Central Bank of Nigeria. The minimum specified work to be undertaken by the bidders has been captured as follows:

- The development of a Trade Monitoring System by the automation of the following trade forms
  - Form “NXP” (Commercial Export)
  - Form “NCX” (Non Commercial Export)
  - Form “A” (Invisible Trades)
- Integrating the database and workflow of various operational processes associated with the automated forms on the Nigeria Single Window for Trade (NSW)
- Provide a central database in CBN with ability to mirror and replicate synchronously with the Database at the NSW
- Development of the interface between the TRMS and the CBN banking application Temenos T24.
- Enhancement of the already automated Form “M” on the NSW
- Comprehensive training of all related stakeholders.
- Implementation services
- Support services
- Maintenance services

## 3.0 GENERAL REQUIREMENT

Interested and competent Vendors wishing to provide the above service to CBN must submit the following documents for verification:-

- a.) Evidence of certificate of incorporation and registration with the Corporate Affairs Commission (CAC).
- b.) Certified true copy of Memorandum and Article of Association
- c.) Evidence of payment of tax for the last three (3) years **as at when due.**
- d.) Comprehensive company profile including registered office address, functional contact email address, GSM phone number(s), facsimile number(s).

- e.) Verifiable evidence of similar jobs successfully executed in the past.
- f.) Reference letter from bank stating financial ability of the Vendor to carry out such project(s).
- g.) Current company's audited statement of accounts.
- h.) Current Pension Clearance Certificate from PENCOM
- i.) Evidence of Compliance Certificate with the provisions of section 6(1)(3) of the amended Industrial Training Fund (ITF) Act No.19 of 2011
- j.) Evidence of registration with Financial Reporting Council (FRC)

### **3.1 SPECIFIC REQUIREMENT**

Details are contained in the Request for Proposal (RFP) and Bidding Document.

### **4.0 COLLECTION OF BID DOCUMENTS**

Interested Service Providers who possess the above minimum requirements may collect the bidding documents on the payment of a **non-refundable fee of ₦50,000.00** (Bank Draft in favour of Central Bank of Nigeria) from:

**The Secretary,  
Major Contracts Tenders Committee  
2<sup>nd</sup> Floor, Wing C  
CBN Head Office Complex,  
Central Business District,  
Abuja, FCT Nigeria.  
Phone No: 09-462-37216**

### **5.0 SUBMISSION**

The submission shall be in two separate envelopes as follows;

- a) The general requirements should be submitted in a wax sealed envelope boldly marked at the top left corner:-

**“Prequalification and Technical Proposal for the “DEVELOPMENT AND DEPLOYMENT OF A TRADE MONITORING SYSTEM (FOREX FORMS AUTOMATION) FOR THE CENTRAL BANK OF NIGERIA”**

- b) The Financial Proposal should be submitted in a second, wax sealed envelope boldly marked at the top left corner:-

**Financial Proposal for the “DEVELOPMENT AND DEPLOYMENT OF A TRADE MONITORING SYSTEM (FOREX FORMS AUTOMATION) FOR THE CENTRAL BANK OF NIGERIA”**

And addressed to:-

**The Secretary,  
Major Contracts Tenders Committee  
2<sup>nd</sup> Floor, Wing C  
CBN Head Office Complex,  
Central Business District,  
Abuja, FCT Nigeria.  
Fax NO: 09-462-38239  
Phone: 09-462-37216  
E-mail: [mctc@cbn.gov.ng](mailto:mctc@cbn.gov.ng) or [tenders@cbn.gov.ng](mailto:tenders@cbn.gov.ng)**

**6.0 CLOSING DATE**

All submissions must be received at the above address **not later than 12:00 noon on the 29<sup>th</sup> July 2015**

**7.0 OPENING DATE**

The prequalification and Technical Proposal will be opened immediately, after close of submission of the bid on the **29<sup>th</sup> of July, 2015**.

**8.0 IMPORTANT NOTICE**

- A) *Nothing in the advert shall be construed to be a commitment on the part of the CBN.*
- B) *The successful company(s) will be notified formally, published and posted on the CBN website ([www.cbn.gov.ng](http://www.cbn.gov.ng)) and notice boards in CBN locations.*

**Signed:  
MANAGEMENT  
CENTRAL BANK OF NIGERIA**