



**INVITATION FOR EXPRESSION OF INTEREST**  
**FOR**  
**HUMAN RESOURCE PLATFORM TO RUN PERFORMANCE MANAGEMENT**

1. The New Development Bank (NDB) is headquartered in Shanghai, China. The Bank was founded in 2014 by the governments of Brazil, Russia, India, China and South Africa (hereinafter referred to as “BRICS”) and launched in 2015 to mobilize resources for infrastructure and sustainable development projects in these countries and other emerging economies.
2. NDB is inviting the qualified suppliers to submit an Expression of Interest to provide a platform to run HR performance management based on High Level Requirements (Annex A).
3. **The deadline of EOI submission is 6:00PM, 6<sup>th</sup> April, 2019 (Beijing time).**
4. The response to this EOI should be forwarded to:  
  
    Mr. Leandro Preda  
    Information Technology Division – IT  
    New Development Bank  
  
    32th floor, BRICS Tower, No. 333, Lujiazui Ring Road  
    Pudong, Shanghai, 200120  
    Email: [preda.leandro@ndb.int](mailto:preda.leandro@ndb.int)  
    Office tel: +86 21 8021-1822  
    Mobile: +86 186 2197-7085
5. The EOI should provide the information about the supplier’s information based on Annex B.

**Annex A**

**HIGH LEVEL REQUIREMENTS**

The Bank is seeking a Performance Management System (PMS) to be management by HR division and used by all NDB's Staff. The solution should address the follow requirements:

1	High Level Module	Summary
	Human Resource Manager	This module should provide an interface to determine how the PMS should provide their functions, for example: Timeline setup (open, review and close periods), type of Goal, setup the weight for each goal, determine how many goal each employee can have, types of KPI, e-mail alert, workflow setup, and etc...
	System interface management	This module should provide an interface to configure the PMS API integrations with 3 <sup>rd</sup> parties' applications currently been used by NDB, such as: IAM, HR Core and Business Intelligence. Supporting single sign-on via SAML2.0.
	Human Resource administration	This module should provide information regarding on-going performance administration including, but not limited to, setup the common goal based on organization structure, reports for: missing goal assign, missing goal score, feedback panel.
	Goal Assessment for Structure Manager	This module should provide an interface for all managers run the follow tasks: Employee Delegate, Goal management (Assign, Review, Score), provide feedback, report regarding Goals assign, KPI and structure score.
	Goal Assessment for Employees	This module should provide an interface for all employees assign and evaluate their goals, create new goal for themselves, provide and request feedback.
	API	This module should provide API capability to integrate with NDB's platforms including the following functions, but not limited to, document management, IAM, HR Core and Business intelligence platform.

**Annex B**

**VENDOR COMPANY INFORMATION**

Company Information		Response/Detail
1	Company Name	
2	Incorporation location and jurisdiction law	
3	Headquarter location	
4	Number of years in operation	
5	Number of employees	
6	Number of office locations	
7	Provide details about Vendor's presence in BRICS	

**About the product –Information**

Product Information	Sub	Response/Detail
1	Software product name	General
2	Number of years his product has been in existence	General
3	Share product API documentation	General
4	Provide a summary of the product high level modules.	General
5	Where is the support vendor located ?	Support
6	What is the size of support team ?	Support
7	What is the process for raising a maintenance request by the Bank ?	Support
8	If provided in SaaS, which third-party cloud provider/region?	Infrastructure
9	Can you host cloud centers in any of the BRICS locations ?	Infrastructure
10	What kind of documentation Vendor will deliver along with the product and as part of implementation?	Implementation
11	Number of people involved product's R&D	Development
12	Describe product development and/or release methodology. This should explain, but not limited to, major, minor and client specific release, agile methodology	Development
13	What is Vendor's major and minor release cycle timing?	Development



<b>14</b>	Does Vendor perform regression testing for previous versions? What evidence is provided for such tests ?	Development	
<b>15</b>	Provide costs estimate based of annual subscription per user	Costs	