INVITATION FOR EXPRESSION OF INTEREST

FOR

TRAVEL PORTAL PLATFORM

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 perform TRAVEL platform based on High Level Requirements (Annex A).

3. The deadline of EOI submission is 6:00PM, 22nd November, 2019.

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
    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.

6. This TRAVEL platform solution needs to be offered as a SaaS and hosted in one of the BRICS countries and accessed worldwide. No exceptions is accepted.

Annex A

HIGH LEVEL REQUIREMENTS

The Bank is seeking a TRAVEL platform to support internal users to accomplish their business trips taking care of the follow requirements:

	Process	Summary
1	Setup	Support integration with NDB SSO platform. Allow the look and feel customization. Allow integration with HR platform using API. Manage travel polices and audit checkpoints. Setup hotel suggested rated based on country/city. Setup daily allowance based on country/city. Integrate using API for refer to Budget available.
2	User preferences	Store all user preferences such as: - Routes - Hotels - Bonus card Access role based. List all travels (open or close) Customize travel route based on event.
3	Travel Builder	Search for flights, train and bus tickets. (one-way, round-trip or multi-city) Car rental. Process changes, cancellation and refund. Propose additional services. (insurance or pick-up services) Services for Visa request. Hotel search based on NDB suggested rate. Daily allowance provided by NDB. General alerts (vaccine or dangerous location) – API integration Provide additional information regarding the destination. Integrate with GDS (**Travelsky** for China travels) Save travel plan.
4	Workflow Approval	Provide an interface to approve the travel, reject or cancel. Provide escalation in case of no action taken. Provide an interface to delate approval (with start and end date) Support multiples approvals: Direct manager and budget owner.

5	Payment	Integration with NDB ERP using API. Provide integration with current report expense platform (API or CSV file)
6	Reports / Alerts	Provide multiples reports regarding approved, expired, canceled and re-scheduled requests. Provide audit information: • Logged user • Destination selected • Polices violations Provide alerts for the users about flights changes, delays and check-ins. Provide integration with outlook exchange for agenda information.
7	System interface management	This module should provide an interface to configure the any API integrations with 3rd parties' applications currently been used by NDB, such as IAM, Business Intelligence and support single sign-on via SAML2.0.
8	Platform supported	This platform need to be available to be access in browser and mobile environment.

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	Which BRICS country your SaaS solution is hosted?	Infrastructure	
9	What kind of documentation Vendor will deliver along with the product and as part of implementation?	Implementation	
10	Number of people involved product's R&D	Development	
11	Describe product development and/or release methodology. This should explain, but not limited to, major, minor and client specific release, agile methodology	Development	
12	What is Vendor's major and minor release cycle timing?	Development	

13	Does Vendor perform regression testing for previous versions? What evidence is provided for such tests?	Development	
14	Provide costs estimate based of annual subscription per user	Costs	
15	What GDS your platforms can be integrated and what kind of services do you provide for each one?	General	