The New Development Bank

Request for Proposal

(This is not a Purchase Order)

1. **Introduction**

The New Development Bank (NDB) is issuing a Request for Proposal (RFP) to invite qualified suppliers to provide proposals to NDB's _S-IT-2025-01971 IT Project and Implementation Support for IT Application_ project. Please refer to the following information and attachment for detailed requirements.

NDB invites those interested and qualified companies to register with NDB's e-procurement system to be our **registered suppliers** and participate in the bidding process (**please be advised the contact information provided in registration, especially email address, must be correct as all communications regarding the bid, including RFP distribution and award notice, will be sent through it**). NDB will choose the most suitable one(s) from the shortlisted suppliers. NDB at its sole discretion reserves the right to reject all proposals in accordance with its internal policy and guidelines.

2. **RFP Schedule**

Please be advised the following activities could take place in the RFP process. NDB will inform the specific arrangements in advance and the suppliers are requested to respond in a timely manner.

Activity	Date
Distribution of RFP	April 15, 2025
Deadline for Questions	April 24, 2025
Proposal Response Due	April 25, 2025
Negotiation on contract	TBD
Signing Contract	TBD
Project Kick Off	TBD

The RFP Schedule is for reference only and NDB has its sole discretion to adjust as per the project's needs.

3. **Instruction to bidders**

3.1 Contact Information

Please use the following contact information for all correspondence with NDB concerning this RFP.

Name: Ivan Nepeivoda
Address: 26th floor, NDB Headquarters, 1600 Guozhan Road, Pudong, Shanghai, China
中国上海浦东新区国展路 1600 号，新开发银行总部大楼 26 层
Email: nepeivoda.ivan@ndb.int

3.2 Submission of Proposals (Introduction to use of NDB's e-procurement system)

Proposals shall be prepared in English. Electronic version is obligatory and shall be uploaded in NDB's e-procurement system.

For submission of proposal, the qualified suppliers should register with NDB's e-procurement system to be **NDB registered suppliers** (subject to NDB's internal approval) in advance. All registration information shall be in English except for uploads of scanned or copied documents originally produced in other languages. Then registered suppliers need to **ENROLL** in the procurement notice (for open competitive bidding) or **ACCEPT** the invitation (for limited competitive bidding) before submitting proposal online according to the timeline: https://www.ndb.int/procurement-opportunities/corporate-procurement/

The deadline, due time, closing date, among others, referred to herein means Beijing time; and NDB's business time is from 9:00AM to 5:15PM in working days.

3.3 Questions

Please submit questions in writing by e-mail. Suppliers are advised to refer to the specific paragraph and page number in RFP and should quote the corresponding passage. NDB will be prompt in responding to the questions. Questions canl be responded to as a group and sent to all suppliers. NDB will not provide feedback to questions raised beyond deadline.

3.4 Ownership of Materials

All materials submitted in response to this RFP become the property of NDB. Proposals and supporting materials will not be returned to suppliers.

3.5 Proposal Costs

NDB is not responsible for any costs incurred by the supplier in the preparation of the proposal or the site visit.

3.6 Proposal Format (if applicable)

NDB recommends that the proposal should contain **three** parts as follows. **The supplier may choose another proposal format as long as it suits the purpose.**

- Volume 1 – Information on the supplier. The supplier is required to provide the basic information in the attached table (attachment 2). Please fill out the table as complete as possible. More information will help us in evaluation.
- Volume 2 – Main Proposal

  Section 1   Executive Summary

  Section 2   Functional Section

  Section 3   Technical Section

  Section 4   Project Management Section

  Section 5   Support Section

- Volume 3 – Price Proposal – Should be in a separate document even though it is an integral part of the proposal. The currency is **USD**; if quoted in other currencies, the exchange rate should be clearly defined. **The price shall be inclusive of applicable taxes (if not, please specify)**; other charges shall also be clearly defined.

3.7 Validity Period

The proposal, including pricing quotation, shall be valid at least for 120 days.

3.8 RFP Amendments

New Development Bank reserves the right to amend this RFP any time prior to the closing date. Amendments will be issued only to suppliers who are going to complete a proposal.

3.9 Sub-contractor

NDB expects to negotiate and sign contract with one winning supplier. NDB will accept only complete solutions from a primary supplier and will not accept any incomplete proposals that are only cover part of the RFP. The prime supplier will be responsible for the management of all subcontractors. NDB will not accept any invoices from subcontractors or become part of any negotiations between a prime supplier and a subcontractor. If there is any sub-contractor involved or engaged by the supplier, it shall be clearly stated in the proposal.

3.10 Award Notification

NDB will negotiate with all shortlisted suppliers before deciding the winning supplier. NDB reserves the right to negotiate further with the winning supplier before or in the contracting

process. The award notification is sent to the winner online in the e-procurement system. NDB is not obliged to notify the bid outcome to unsuccessful suppliers.

4. Evaluation Criteria

The proposals will be reviewed and evaluated by NDB's team in accordance with the related policy and guidelines, especially the six principles (Economy, Efficiency, Competition, Transparency, Value for Money, Fit for Purpose) contained in NDB's corporate procurement policy. NDB is interested in obtaining a complete solution to the requirements contained in this RFP. Proposals that meet the proposal instructions and requirements will be given a thorough and objective review. Proposals that are late, or do not comply with proposal instructions, or take exceptions to mandatory requirements will be excluded. The following are the key factors that would be taken into consideration for evaluating the proposals.

i. Technical Approach and Methodology or Software Solution
Primary consideration will be given to the mandatory requirements as listed in this RFP.

The following are the main factors in the evaluation.

1. Meeting the requirements as stated in this RFP;
2. Understanding of the work to be performed;
3. Technical approach and methodology to accomplish the work;
4. Completeness and competence in addressing the scope of work.

ii. Project Management
NDB also believes that effective project management is essential for a successful implementation. Suppliers will be evaluated on the completeness and responsiveness of their project management plans and the project team assigned.

As part of the project management plan, suppliers must demonstrate adequate experiences in developing and implementing the requested project. NDB's confidence in the suppliers' ability to meet deadlines and successfully manage similar projects will be a primary consideration.

Special consideration is given to suppliers who propose a detailed project plan with sufficient breakdown of tasks and steps to demonstrate a complete understanding of the project.

iii. Pricing
NDB will consider pricing as part of the evaluation criteria. **Lowest price is not essential to win.** However, large pricing differentials between suppliers will be carefully examined. Price will be used as a final indicator for determining the supplier finalists when all other criteria have been normalized.

iv. Presentation and Demonstration

The performances and results of Presentation and Demonstration will be evaluation factors.

v. Support and Maintenance

NDB believes the ability to perform timely support is also an important factor for the success of this project. Therefore, suppliers should provide adequate information to demonstrate their capabilities to fulfill this task.

5. Contract

The participants shall review the service agreement template provided by NDB in advance. The use of NDB's version of service agreement is preferable. NDB Template for Service Agreement and NDB General Terms and Conditions for Procurement Contracts can be found on the NDB's official website: https://www.ndb.int/procurement-opportunities/corporate-procurement/

Please note that, being an international institution, NDB enjoys privileges and immunities as per the Articles of Agreement (Agreement on the New Development Bank) and disputes will be resolved by a reputable international arbitration center. The preferable forum is Shanghai International Arbitration Center ("SHIAC") or any alternative forum in a neutral jurisdiction.

Attachment 1:

<center>**Service Scope (Statement on Work)**</center>

Project Description

As a multilateral development bank mandated to mobilize resources for infrastructure and sustainable development in BRICS and other member countries, the New Development Bank ("the Bank") ensures highest integrity and ethics standard in its day-to-day business and operations.

To support TMS (Treasury Management System), Internal Audit, ICFR (Internal Control over Financial Report), Corporate procurement, Custody and Collaterals Applications, NDB IT needs to provide Application management, Production support, Project management, large project (Program) management to ensure change the bank projects delivery and run the bank support to business stakeholder's business. IT resources are required with both Business domain expertise and Technology services experiences.

Contract lengths 12 months with optional extension.

Functions and Features

Business Functional Requirements

Business Functional requirements define the features the system must provide.

FR1.	TMS (Treasury Management System) business domain and experiences

Details	• Treasury business process as of Front office, middle off, back office
	• Treasury instruments as of Monney Market, FX, SWAPs, Investment, Bond Issuance, Bond Investment, Repo, Syndicated Loans, Borrowings etc.
	• Portfolio management, Liquidity management
	• Market data, Valuation, Limits control, Bank Rating
	• Settlement, Custody, Collaterals, Accounting, Financial reports
	• Treasury business ecosystems, such as Trading, market data services, SWIFT
Priority	High, expert level, 9+ years experiences

FR2.	Treasury business Communications

Details	• Be able to communicate with Portfolio, Funding, Market risk, Credit Risk, Settlement, Financial control team and TMS vendor's Bas as well as external stakeholders such as Auditor and Treasury market players

| **Priority** | High, expert level, 9+ years experiences |

| FR3. | Internal Audit business |

| **Details** | • Internal auditing business projects |

| **Priority** | High, basic level, 5+ years experiences |

| FR4. | ICFR business |

| **Details** | • ICFR business projects |

| **Priority** | High, basic level, 5+ years experiences |

| FR5. | Corporate Procurement business |

| **Details** | • Corporate Procurement business projects |

| **Priority** | High, basic level, 5+ years experiences |

IT Functional Requirements

IT functional requirements define the technical standards and quality attributes of the system, for instance, system usability, effectiveness, security, scalability, etc.

| NF1. | TMS Applications management |

| **Details** | • Business requirements analysis, change request management, application maintenance
• Market leading Treasury software experiences on FO, MO BO areas |

| **Priority** | High, expert level, 9+ years experiences |

| NF2. | Other Applications management |

| **Details** | • Business requirements analysis, change request management, application maintenance
• Audit software, ICFR software, Corporate Procurement software experiences |

| **Priority** | High, basic level, 5+ years experiences |

NF3.	Treasury Applications Production support

Details	• Incident management, Application monitoring, defect management
	• Applications issues, Infrastructure issues, Network issues management
	• Market leading Treasury software experiences on FO, MO BO areas

Priority	High, expert level, 9+ years experiences

NF4.	Other Applications Production support

Details	• Incident management, Application monitoring, defect management
	• Audit software, ICFR software, Corporate Procurement software experiences

Priority	High, basic level, 5+ years experiences

NF5.	Treasury Applications Project management

Details	• Vendor management, Stakeholder management, budget management, procurement management, payment management, Version management, DR management, OS patch management, Integration management
	• Market leading Treasury software experiences on FO, MO BO areas

Priority	High, expert level, 9+ years experiences

NF6.	Other Applications Project management

Details	• Vendor management, Stakeholder management, budget management, procurement management, payment management, Version management, DR management, OS patch management
	• Audit software, ICFR software, Corporate Procurement software experiences

Priority	High, basic level, 5+ years experiences

NF7.	Treasury Applications Large Project (Program) management

Details	• Apart from above Treasury application project management, large project includes below additionally
	• Consultancy services, such as Treasury Core vendor selection, Replacement implementation, integration/API management, data migration etc.
	• Market leading Treasury software experiences on FO, MO BO areas
Priority	High, expert level, 9+ years experiences

Attachment 2:

Information Category	Description	Supplier's inputs
General Information	Legal Entity Name	
	Legal Address	
	Website	
	Government Registration Number	
	Date of Registration	
	Tax ID	
	Name(s) of Authorized Signatory	
	Contact Information (name, title, mail address and telephone number)	
	Amount of Employee	
	Three reference customers (minimum)	
Financial Information	Registered capital	
	Revenue of last 3 years	
Other Information	Information Security Credentials if any	
	Data residency location, for providing service required in the RFP	
	IDD/ AML Sanctions, Yes or No. If yes, please specify.	
	Others deemed necessary	