



# MINISTRY OF EDUCATION AND SPORTS (MOES)

UG-MOESTS-18062-GO-RFB  
Uganda  
Credit Number: P145309

## Invitation for Bids (IFB)

### DESIGN, DEVELOP, ESTABLISH AND OPERATIONALISE A MANAGEMENT INFORMATION SYSTEM FOR BUSINESS, TECHNICAL, VOCATIONAL EDUCATION AND TRAINING (BTJET)

1. This Invitation for Bids (IFB) follows the General Procurement Notice (GPN) for this project that appeared in UNDB online on **13<sup>th</sup> May 2015**.
2. The *Government of Uganda* has received a credit from the *International Development Association* towards the cost of the *Uganda Skills Development Project*, and it intends to apply part of the proceeds of this credit to payments under the agreement(s) resulting from this IFB: **Design, Develop, Establish and Operationalize a Management Information System For Business Technical Vocational Education and Training (BTJET)**
3. *Ministry of Education and Sports* serves as the implementing agency for the project and now invites sealed bids from eligible Bidders for the **Design, Develop, Establish and Operationalize a Management Information System For Business Technical Vocational Education and Training (BTJET)**

The scope of the Design, Develop, Establish and Operationalize a Management Information System (MIS) for BTJET will include a **full unitary System** in English language with easy-to-use user interface providing rich user experience to assist the Government through BTJET to carry out the following;

- a) Real-time data (on Institutions, courses/programs, students and staff) collection and transmission;
- b) Assisting in placement of students in industry/World of work including performance reports in the industry;
- c) Assignment of Unique Identifier to all students in participating BTJET institutions (to facilitate tracing of beneficiaries).
- d) Full reporting on the training programs in the skills development including training providers, level of training offered, examining/assessment bodies, accreditation and standards' compliance;
- e) Integration of tracer studies on student registration into the labour market;
- f) Capture outcomes by recording students' achievements in terms of the awarding body, qualification obtained (whether approved by UQF or not), level and length of training

- g) Complete information on public and private institutions that are providing the services in the country;
  - h) Automated Analysis and Reporting at all BTJET institutions levels.
  - i) Facilitate all the processes associated with enquiries, application, admission, registration, timetables & attendance, termination and graduation of students including but not limited to capturing and tracking the academic & financial performance of each student all through until graduation (At graduation, the student profile should be archived and student turned into Alumni).
  - j) Profile management for each student to include details on and or access for parents/guardians, teachers and staff members.
  - k) The successful bidder will be expected to implement six (6) existing Colleges (i.e. Uganda Petroleum Institute Kigumba, Uganda Technical College Kichwamba, Bukalasa Agricultural College, Uganda Technical College Lira, Uganda Technical College Elgon and Uganda Technical College Bushenyi), which shall be transformed into Centers of Excellence (CoEs). These CoEs will work in network with 12 Vocational Training Institutes.
  - l) The BTJET MIS will be customized to suit the needs of the 6 CoEs and the 12 Vocational Training Institutes (VTIs) networking with the CoEs to capture data.
  - m) The BTJET MIS will be integrated with the Education Management Information System (EMIS) and Labour Management Information System (LMIS) under Ministry of Gender, Labour and Social Development (MoGLSD).
  - n) The BTJET MIS will be integrated with the student loan management system for those whose funding is by GoU loans and the National Identity register to avoid ghost students.
4. Bidding will be conducted using the International Competitive Bidding (ICB) procedures specified in the World Bank's Guidelines: Procurement under IBRD Loans and IDA Credits, edition of *January 2011 revised July 2014*, and is open to all Bidders eligible as defined in these Guidelines that meet the following minimum qualification criteria:

#### The Bidder:

- a) Shall have developed and successfully implemented at least three (3) MIS assignments in the public sector. The Bidder shall submit a detailed description of the functional and technical features as well as architecture of the referenced Management Information System and its complete functional scope, details of the relevant MIS project references, Letters of Certification (from clients or certified auditors) and contact information (i.e. telephone and e-mail addresses) of client to support the claims of previous experience;
  - b) Shall have at least 5 years of working experience with public sector education in ICT
  - c) Shall have evidence of establishment of internationally recognized or home-grown quality process in software development for example CMMI, CISQ, ISO/IEC 9126 (quality process should be submitted);
  - d) Must demonstrate average annual turnover of at least USD \$2 million over the past three years, i.e. (2015, 2016 and 2017);
  - e) Must provide a certificate of engagement and proof of availability of all the proposed staff for the project signed by the staff (Bidders will be required to use the sample form 3.5.6 and 3.5.6a provided under Section VII Sample Forms in the bidding document).
  - f) Shall demonstrate local presence in Uganda to provide timely post implementation support, assimilate well with the different local cultures during implementation, and offer continuity after implementation. Foreign bidders are encouraged to partner with a local company in this regard.
5. A hard copy of the bidding document may be purchased by interested Bidders on submission of a written application to the address below and upon payment of a non-refundable fee of **UGX 200, 000** or equivalent in any freely convertible currency. The method of payment will be to: *the Ministry of Education Cashier or bank account number: 006550058000001, customer name: Ministry of Education and Sports (MoES), account title: MoES local revenue expenditure account, bank name: bank of Uganda swift*

**code:** ugbaugka. The document will be picked by the potential bidder from the address given below.

**6. Interested** eligible Bidders may obtain further information from:

**The Head, Procurement and Disposal Unit,  
Ministry of Education and Sports;  
Embassy House, King George VI Way  
Kampala, Uganda  
3<sup>rd</sup> Floor, Room 3.7  
Email: [procurement@education.go.ug](mailto:procurement@education.go.ug)**

and inspect the bidding documents at the address given above from **08:00Hrs to 16:00Hrs**. A pre-bid meeting which potential bidders may attend will be held on **Friday 22<sup>nd</sup> June 2018**

7. Bids must be delivered to the address below at or before **10:30 on Friday 13<sup>th</sup> July 2018**. **Bids need to be secured by a Bid Security. The amount of Bid Security required is USD18, 000**. The Bid Security shall be valid for Twenty Eight (28) days beyond the bid validity period, i.e., 208 days after the bids submission deadline. Late bids will be rejected. Bids will be opened in the presence of Bidders' representatives who choose to attend at the address below at **10:50am on Friday 13<sup>th</sup> July 2018**

8. The attention of prospective Bidders is drawn to (i) the fact that they will be required to certify in their bids that all software is either covered by a valid license or was produced by the Bidder and (ii) that violations are considered fraud, which can result in ineligibility to be awarded World Bank-financed contracts.

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Email: [procurement@education.go.ug](mailto:procurement@education.go.ug)**