



**INVITATION FOR EXPRESSION OF INTEREST
FOR
HUMAN CAPITAL 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 perform Human Capital Management based on High Level Requirements (Annex A).
3. The deadline of EOI submission is 6:00PM, 7th May, 2019 (Beijing time).
4. The response to this EOI should be forwarded to:

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 Information Technology Division – IT
 New Development Bank

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5. The EOI should provide the information about the supplier’s information based on Annex B.
6. This HCM solution should be provided as a SaaS solution, **MUST BE** hosted in one of the BRICS countries and accessed worldwide. **No exceptions will be accepted.**

Annex A

HIGH LEVEL REQUIREMENTS

The Bank is seeking a Human Content Management (HCM) platform to be management by HR division and used by all NDB's Staff.

The solution should address the follow requirements:

	High Level Module	Summary
1	Human Resource Manager	This module should provide an interface to create new positions, divisions, grades, salary range, vacations type and etc...
2	Human Resource administration	This module should provide an interface for create new employees and associate them with a position and provide a wide range of fields such as name, address, nationality, visa type, visa expiration date, birthdate, multiples reports and etc...
3	Human Resource Benefits administration	This module should provide an interface to configure new benefits such as: Medical Insurance, Retirement plans, Life Insurance and etc...
3	Configuration management	Provide an interface for configure the platform behavior: vacations rate, salary currency types, new employee fields, integrations with PMS, define onboarding process and etc...
4	System interface management	This module should provide an interface to configure the PMS API integrations with 3 rd parties' applications currently been used by NDB, such as: IAM, Business Intelligence, and etc... Supporting single sign-on via SAML2.0.
5	Performance management	The performance management modulo should accomplish all requirements provided in the EOI: HR Performance Management System - Deadline to the 6th April, 2019.
5	Employee	This module should provide an interface for all employees change their personal data, request time off, check organizational chart and etc...
6	Managers	This module should provide an interface for managers approve, reject or change any time-off or vacation request pending.
7	API	This module should provide API capability to integrate with NDB's platforms including the following functions, but not limited to, document management, IAM, Payroll and Business intelligence platform.
8	Recruitment module	This solution should provide an integration with a recruitment module API, providing a push interface to move an open position for the recruitment module.

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	What BRICS countries this SaaS solution is offered?	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	