

TEACHERS SERVICE COMMISSION



TENDER ADDENDUM

CLARIFICATIONS ON TENDER NO: TSC/E01/01/2021-2023 – DEVELOPMENT AND MAINTENANCE OF A NEW PAYROLL

The Teachers Service Commission wishes to make particular clarifications on the above tender that appeared in the Standard Newspaper on 8th December, 2021 after successful pre-bid conference to incorporate issues raised by bidders. The clarifications are uploaded in the TSC website www.tsc.go.ke as follows:

S/NO	QUESTION	CLARIFICATION
1	Title is Consultancy services for the development and maintenance of a payroll system. TOR states Development, Delivery, Installation, Testing, Piloting and Commissioning of the system. <i>Is it consultancy or Implementation?</i>	The Tender Title: Development, Delivery, Installation, Testing, Piloting and Commissioning of the New Payroll System. <i>This Expression of Interest is a combination of procurement of both service and goods</i>
2	1.7.2 -4) The payroll should not be copied from the server to other devices. (portability of previous months' payroll) <i>Clarify on copying and portability</i>	The payroll should not be copied and carried as a security feature. <i>Portability of previous months payroll Not Applicable</i>
3	1.7.2-22) Agility of the system to include issues like Collective Bargaining Agreement (CBA) implementation <i>Explain how CBA is implemented</i>	CBA is implemented in phases and it can be based on Basic Salary, Job Group, Hardship Allowance or House Allowance. SRC is the guiding body on CBA implementation.
4	MR 9-14- <i>the forms have not been provided</i>	The MR 9 – 14. The Commission has hereby uploaded the same as attachment to this Tender clarification.
5	MR 20- the bidder must have implemented a financial management system in the E.A. Region or within Africa supporting over 400,000 users for the past 3 years. <i>Provide completion of the same or reference letters or signed contracts.</i> <i>There is no company with over 400,000 users on payroll, how will a payroll of over 400,000 employees be run?</i>	This is the implementation of a Financial Management System that supports at least over 400,000 users NOT Employees and NOT a payroll system.

6	MR 25 Provide at least two firms within East Africa or within Africa where your firm has implemented payroll system in the past 3 years. <i>Can references from outside Africa be provided?</i>	References should only be from East Africa or within Africa as provided from the tender document.
7	There are no Specifications for Hardware	TSC will provide hardware but the bidder may give technical specifications required to run the system they wish to implement.
8	Minimum Specification Description-2) Data Protection The bidder shall hand over all the source-codes and workflows and thereafter destroy them. <i>If the solution provided is off the shelf there is copyrights for the source code, it might not be possible for the contractor to get that.</i> <i>Will TSC buy the Intellectual Property rights for the source code?</i>	The system shall be developed on open source and the Commission shall be given the source code and have full property rights with the bidder having no rights thereafter.
9	Minimum Specification Description -4) Payroll Module. The system must integrate with internal systems including but not limited to HRMIS, T-PAY, Teachers Online, SMS, EMAIL and Active Directory. <i>Not limited to is ambiguous and who is responsible for integration?</i>	The vendor is responsible for integration and Integration will be with all the internal system that are onsite during system implementation.
10	The bidder shall migrate all data from the current IPPD payroll to the New payroll <i>Migration is for which period?</i>	All the employee information should be migrated with up to date information with the last 3 month's payroll information as at the time of Commissioning.
11	Minimum Specification Description -5) The contractor shall provide all systems documentation (technical, control matrix, user manuals and system source codes both in hard and soft copy. <i>Must the hard copy be provided?</i> <i>Can the contractor provide access to their source code saved in their banks with access rights?</i>	The contractor shall provide the source code in both hard copy and a physical soft copy as required.
Tender Closing date remains the same on Thursday 23rd December, 2021 at 9.00am BIDDERS ARE ADVISED THAT THIS SHALL BE PART OF THE TENDER DOCUMENT AND ITS CONTENTS SHALL BE BINDING		

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