AFRICAN UNION DEVELOPMENT AGENCY - NEPAD

REQUEST FOR EXPRESSIONS OF INTEREST (REOI) – RE ADVERTISEMENT

CONSULTING SERVICES – FIRMS SELECTION

CONSULTANCY SERVICES TO TRANSFER SAP HANA APPLICATION PLATFORM FROM SAP DATA CENTRE TO A NEW DATA CENTRE IN AFRICA

PROCUREMENT NUMBER: 97/NPCA/BS/IT/QCBS/2019

INTRODUCTION

Since 2015 the African Union Development Agency – NEPAD (AUDA-NEPAD) has launched the implementation of an Enterprise Resources Planning (ERP) SAP in order to optimize, secure and increase efficiency of its business processes in Finance, Materials Management, Human resources Management and Projects Systems.

AUDA-NEPAD has implemented SAP ECC 6.0 EHP 7.0 /SAP Suite on HANA that consists of the following key modules:
  1. Financial and Controlling (FI/CO) excluding Fund Management.
  2. Human Resource (Payroll, Personnel Administration, Organization Management, Personnel Development , Performance Management & SAP E-Recruiting)
  3. Material Management (Purchasing and Inventory Management)
  4. Travel Management
  5. Employee and Manager Self Service
  6. Project systems

OBJECTIVES OF THE ASSIGNMENT

The objective of the assignment is to assist the AUDA-NEPAD in relocation and migration of the onsite and cloud hosted applications to the new cloud environment with minimal or no data loss. The new SAP data center servers will be HANA certified servers with sizing mirroring the SAP HEC cloud sizing. The Consulting Firm is expected to handover the new application platform to AUDA-NEPAD MIS team with a complete set of detailed installation and migration documentation within two months after Contract signature.

Scope/Main Responsibilities of the Assignment:

The services to be rendered include but not limited to;

  I.   Perform thorough analysis of the current technical data of the source and target environment of AUDA-NEPAD;
 II.   Design the SAP Migration schedule with minimal impact for the SAP ERP and associated systems to the new environment;
III.   The responsibility of the consulting firm is to ensure a smooth and timely relocation process with a minimum disruption of the services to the end-users;
 IV.   Ensure that there no data lost during the whole process. He will oversee in collaboration with MIS TEAM the testing of all key processes on the new environment ensuring that there are no discrepancies on the setting during the transfer;
  V.   During the migration process the consultant is expected to analyse and upgrade to the latest versions any software that may not be at the correct support pack level;

VI. The consulting firm should ensure that during migration the existing Operating System, databases, Application kernel and software should be upgraded to the latest available versions without impacting any data loss;

VII. The migration process should follow best practice industry standards to optimize and ensure minimal disruption of the process;

VIII. Perform extensive tests on the data migration and configure the test environments with all configurations working properly such as RFCs, External interfaces, STMS environment, Backup, Printing, and Archiving etc;

IX. During the migration process the consultant is expected to analyse and upgrade to the latest versions any software that may not be at the correct support pack level;

X. To Prepare AS-IS technical documentation of the migration tasks by choosing the right plan, methodology and tools to perform the data migration processes;

XI. To perform knowledge transfer to AUDA-NEPAD technical staff about the whole lifecycle of the SAP data migration;

XII. To provide Implementation support/Go live support as per agreed schedule;

XIII. Installation of Linux SUSE v11 R4 on virtual machines which to run the SAP Platform);

XIV. Installation of Windows Server to all virtual machines to run the SAP NETWEAVER additional components;

XV. Migration of the current SAP configuration of the server environments to the new hosting environment;

XVI. Setup of the SAP HANA Database for DEV, QA and Production;

XVII. Migration of SAP HANA Database from the current SAP HEC landscape to the new hosting environment. System Copy Import of the SAP HEC Export Data into the new SAP HANA Database;

XVIII. Ensure that the new AUDA-NEPAD applications platform can only be accessible   for a certain rage of IP addresses (used   by AUDA-NEPAD) and for AUDA-NEPAD Appliances only (Filtering by Mac Address);

XIX. User Testing of all processes in the new environment and document all the testing;

XX. Access to the new application platform restricted to a set of IP address used by AUDA-NEPAD and to AUDA-NEPAD appliances only through filtering on Equipment MAC addresses;

XXI. Securing of all systems with SSL based encryption mechanisms or any other trusted mechanisms to ensure maximum system security;

XXII. International gateways should be redundant as several sub-marine cable are landing in the regions concerned. There   is an existing connectivity contract with SEACOM which provide such service with 2 different routes; and

XXIII. Testing of all processes in the new environment and document all the testing.

DELIVERABLES

1. **Inception Report:** The consultant firm should provide a detailed proposal of how the work will be undertaken, a schedule of work and evidence of the resources available for Consultant firm to complete the task within the given timeframe;

2. **Weekly progress reports;**

3. **Detailed test plan** which will ensure that the two application platforms are at the same level before the switch to the new environment; and

4. **Final report** which should contain Installation documentation, Tests report and Restitution of all the software support provided. The assignment is required to be completed and a Final Report submitted within two months.

AUDA-NEPAD now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- The Consulting Firm should have a minimum of 4 years' experience in SAP implementation and support;
- The Firm should have undertaken SAP HANA migration projects in international organizations.
- Extensible LINUX installation experience and Windows server installation.
- Must have a team of key professionals that have ample experience in performing SAP HANA applications and data migration that comprises on a minimum the following two (2) experts:

Team Leader/Project Manager

- The Lead consultant should have at least Master's Degree or equivalent in Project Management, Management Information System, or related field
- At least 7 years' experience in SAP systems implementation;
- Must have managed at least three full-cycle SAP and Non-SAP applications migration implementation projects
- SAP Integration certification is an added advantage

SAP HANA BASIS and Admin Consultant

- BSc Information Systems, Computer Science, Informatics or related fields.
- SAP Certified BASIS Consultant with at least 5 years' experience on HANA database & Linux experience.
- Proven experience in HANA Data Centre Migration in at least 2 similar data migration projects.
- Knowledge and experience of SAP SUITE on HANA deployments on Cloud Platforms.
- Knowledge of SAP ABAB Dictionary;
- Proven knowledge SAP ERP, SAP Business Warehouse, SAP Business Object and SAP Net weaver ABAP/JAVA

Reporting and Time Schedules: The duration of assignment is expected to last maximum two (2) months. The Consultant will report directly to the Principal IT Program Officer in charge of SAP Migration.

Consultants may associate with other firms in the form of a joint venture to enhance their qualifications and experience. Firms from African Union Members States and/or joint ventures will have added advantage.

A Consultant will be selected in accordance with Quality and Cost Based Selection (QCBS) method set out in the AU Procurement Manual. This is an Expression of Interest only and submission of Financial Proposals is not applicable at this stage.

Interested Consultants may obtain further information at the address below during office hours (08:00 - 17:00 South African time). Expressions of interest must be delivered to the address below by the **18th December 2019 by 14:30 hours (South African Time)** and should be clearly marked as "**CONSULTANCY SERVICES TO TRANSFER SAP HANA APPLICATION PLATFORM FROM SAP DATA CENTRE TO A NEW DATA CENTRE IN AFRICA: RE ADVERTISEMENT: Ref: 97/NPCA/BS/IT/QCBS/2019**". **EOIs can also be sent by email,** addressed on the following address:

The Chairperson Internal Procurement Committee (IPC)
AUDA-NEPAD
230, 15th Road, P. O. Box 218 Midrand,
1685 Johannesburg, South Africa
Email: bathom@nepad.org and copy procurement@nepad.org

Attention of: Head of Procurement Division