



Ministry of Industries



Paranthan Chemicals Company Limited

EXPRESSION OF INTEREST

ESTABLISHMENT OF AN ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM. **FILE NO. PCCL/LP/ERP/2022**

Chairman, Department Procurement Committee (DPC), Paranthan Chemicals Company Limited (PCCL) invites competent/ Recognized software developers to submit Expression of Interest to develop an Enterprise Resource Planning (ERP) system to link and integrate all internal departments to streamline business control and governance process.

PCCL has well document manual and computer based systems in its functional areas. PCCL plans to integrate the systems with the final goal of better management system of all of its functions and to achieve higher management efficiency, provide a better service to its customers, improve its supply chain and achieve higher profitability through streamlining of all of its functions.

The ERP system should facilitate to support following key operations,

- Financial Module
- HR Module
- Accounting Module
- Sales & Marketing Module
- Procurement Module
- Inventory Management Module
- Manufacturing Module

REQUIREMENTS

- System should provide similar user screens with useful pertinent information.
- Consistent (within and across modules) and well-designed user interface.
- Fully integrated system, where data is only entered one-time (single points of data entry) to eliminate Re-keying of Information.
- Robust Search capabilities for data analysis and inquiry.

- Ability to drill-down and drill-across from a transaction with a view to the supporting source data and documents if added.
- Ability to easily export information directly to MS-Excel, MS-Word, Adobe PDF and jpeg. File format etc.
- Ability to modify setup/ configuration (e.g. setup codes, reports, parameters etc.) without the assistance of the software developer/ provider.
- Protection in terms of disaster recovery.
- Reporting should be user friendly, allowing staff to create and or obtain reports or to export data with minimal training.

Interested firms shall prepare and submit an EOI in the standard form, which can be obtained either by downloading from the **website** or by contacting supplies division of the **Paranthan Chemicals Company Limited, L3, No. 446, Pan Asia building, Galle Road, Ratmalana** from 9.00 am to 3:00 pm, Monday to Thursday till **31st August 2022** respectively.

Duly completed EOI hardcopy shall be dispatched either by registered post or hand delivered to the address indicated below, in an envelope clearly titled – **“Expressions of Interest for the ERP System”** to reach on or before **10:00 hours** on **01st September 2022**.

Pre-Bid meeting will be held on 16th August 2022 at 10.00 a.m.

Completed EOI document containing required information in duplicate enclosed in two envelopes and marked as **“Original”** and **“Duplicate”** and put the same into a suitable single envelope sealed and marked **“Expression of interest for the ERP system ”** on the left hand of the envelopes, should either be forwarded under registered post to the **“Chairman, Department Procurement Committee, Paranthan Chemicals Company Limited, L3, No. 446, Pan Asia building, Galle Road, Ratmalana”** or to be deposited by hand in the tender box available at the supplies section of the company at the same address to received not later than **10:00 a.m. on 01st September 2022**. Further information please contact supplies officer (+94 70 311 0824), supply section (+94 112437557, +94 763880910) and General Manager (+94 77 059 9920), Email: jeewananda09@yahoo.com , pccsupplies@outlook.com. Evaluation criteria will be done the as per the laid down procedure. Request for Proposals (RFP) document will be issued to the short listed firms in due cause.

**Chairman,
Department Procurement Committee,
Paranthan Chemicals Company Limited,
L3, No. 446, Pan Asia building,
Galle Road, Ratmalana.**

Expression of Interest (EOI) Consulting Firms

Project Number	
Project Name	
Project Country	

I. Consulting Firm Information

Date:	Country of Incorporation: ¹
Consultant Name:	Acronym:
EOI Submission Authorized by:	Position

Associations (Joint Venture or Sub-consultancy)

No.	Consultant	Acronym	Country of Incorporation ¹	Joint Venture (JV) or Sub-consultant	EOI Submission Authorized By	Position

Present the rationale for and benefits of working in association (JV or Sub-consultant) with others rather than undertaking the assignment independently (as appropriate). Describe the proposed management and coordination approach of the association and the role of each firm.

I confirm that:

- Documentation regarding our corporate structure including beneficial ownership has been attached.
- Documentation regarding our Board of Directors has been attached.
- A written agreement to associate for the purpose of this Expression of Interest has been signed between the consortium partners and has been attached.

Once your team is shortlisted and invited for submission of the Proposal, it is not permissible to transfer

¹ The lead consultant must submit a copy of the Certificate of Incorporation of itself and of each JV member and sub-consultant through VII. EOI Attachments.

the invitation to any other firm, such as Consultant's parent companies, subsidiaries and affiliates. The Client will reject a Proposal if the Consultant drops a JV member without the Client's prior consent, which is given only in exceptional circumstances, such as debarment of the JV partner or occurrence of Force Majeure.

II. Assignment Specific Qualifications and Experience

Please provide relevant project information in Section E below.

A. Technical Competence

Cross-referencing from your profile projects in Section E. Project References, highlight the technical qualifications of your entity/consortium in undertaking similar assignments. Provide details of past experiences working with similar project authorities.

B. Geographical Experience

Cross-referencing from your profile projects in Section E. Project References, present experiences in similar geographic areas.

C. Management Competence (Please answer each question in one paragraph of 3-5 sentences)

1. Describe standard policies, procedures, and practices that your entity has to assure quality interaction with clients and outputs. Please state if your company is ISO certified.

2. How will your firm/consortium handle complaints concerning the performance of experts or quality of the reports submitted for this assignment? What internal controls are in place to address and resolve complaints?

3. How will you ensure the quality of your firm's/consortium's performance over the life of this assignment?

4. Describe standard policies, procedures and practices that your firm has put in place to avoid changes/replacements of personnel and to ensure the continuity of professional services once contracted.

5. [redacted]ing of your proposed experts? Specifically describe arrangements you have in place for medical, accident, and life insurance coverage during the assignment.

D. Other Information (maximum of 500 words)

E. Project References

Please select most relevant projects to demonstrate the firm’s technical qualifications and geographical experience (maximum 8 projects). Indicate up to three (03) reference projects, which was carried out during last 5 Years. Documentary evidence for the reference projects should be submitted (ex: Completion certificate, Awarding letter, Service letter, etc. ...)

SN	Project	Period	Client	Country	Firm
1					
2					
3					
4					
5					
6					
7					
8					

Project Summary

SN 1	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	

Description	(indicate your role and input in person-months)
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SN 2	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in person-months)

(Please insert more tables as necessary)

V. Key Considerations in approaching this assignment (no more than 9,000 characters summarizing approach and methodology)

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VI. Key Experts

List of experts is only required for Consultants' Qualifications Selection (CQS). Attach CV of each expert.

SN	Name	Email	Position/Title	Nationality
1				
2				
3				
4				
5				

(Please insert more rows as necessary)

VII. EOI Attachments

SN	Description
1	Certificate of Incorporation of the lead member
2	Certificate of Incorporation of the JV member (for each member)
3	Certificate of Incorporation of the Sub-Consultant (for each sub-consultant)
4	Letter of Association
5	

(Please insert more rows as necessary)

VIII. Eligibility Declaration²

We, the undersigned, certify to the best of our knowledge and belief:

- We confirm that the project references submitted as part of this EOI accurately reflect the experience of the specified firm/consortium.
- JV member or sub-consultant, including all proposed experts named in this EOI, confirmed their interest in this activity in writing.
- JV member or sub-consultant, including all proposed experts named in this EOI, authorized us in writing to represent them in expressing interest in this activity.
- None of the proposed consortiums are subsidiaries of and/or dependent on the Executing Agency or the Implementing Agency or individuals related to them.
- We understand that any misrepresentations that knowingly or recklessly mislead, or attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action.
