

REQUEST FOR EXPRESSIONS OF INTEREST

The request for expression of interest is not a request for bids, and the requested information should not involve a large amount of work from the applicants. In particular, the drafting of a methodology or the identification and submission of CVs of experts for the services should not be required at this stage.

The shortlist must be homogeneous and should not result from a scoring or ranking of the applications.

THE ARAB REPUBLIC OF EGYPT

Enterprise Resourcing Planning system – Procurement, Project Implementation and Supervision

CONSULTING SERVICES

Expression of interest

The Egyptian Natural Gas Holding has received a financing from the French Development Agency (AFD), and intends to use part of the funds thereof for payments under the following Consultation Services for Enterprise Resourcing Planning (ERP) System – Procurement, Implementation and Supervision.

The mission of the consultant shall consist of a comprehensive selection of the best fit ERP solution in addition to the project implementation assurance and project management services, which do not only meet the requirements set forth in the Request for Proposals (RfP), but also are flexible and scalable in order to meet its future business and technology needs. The purpose of issuing this Expression of Interest (EoI) document is to select a shortlist of providers interested in this Project Scope.

The awarded Consultant will be Egyptian Natural GAS Holding Company (EGAS) and Egypt's Gas Regulator consultant during the ERP RfP bid preparation, evaluation as well as during the ERP implementation project. To this end, the selected Consultant will undertake the required activities to select the ERP services provider who will be responsible for implementing the ERP solution in EGAS and Egypt's Gas Regulator. Additionally, the selected Consultant will be responsible to provide the proper project quality assurance during the ERP project implementation.

The requested services of the Consultant comprise but not be limited to the following main tasks:

1. Identifying the scope of work of the ERP Project
2. Preparing the RFP of the ERP Project Evaluating the offers of the bid of the ERP
3. Monitoring and Tracking the ERP Project execution till the project is completed successfully

The Consultant should ensure that the selected ERP services provider will use a Project Implementation Methodology in line with trusted best practice standard and in conjunction with worldwide project management methods to provide a framework in which the project can be well planned, executed, controlled, and tracked in a consistent manner. Hence, it is expected that the selected Consultant should be involved with EGAS, Egypt's Gas Regulator and the ERP services provider during all the ERP project phases

The Egyptian Natural GAS Holding Company hereby invites consultants to show their interest in delivering the services described above.

In order to confirm their eligibility for AFD's financing, consultants should submit in their expression of interest a duly signed Statement of Integrity (appended to this letter).

Interested consultants must provide information evidencing that they are qualified and experienced to perform those services. For that purpose, documented evidence of recent and similar services shall be submitted.

Determination of the similarity of the experiences will be based on:

- Contracts size.
- The nature of services [Project Consultation, Project Implementation Assurance (PIA), Auditing],
- The technical area and expertise [Project Management, ERP Consultation, ERP Implementation, Hardware Assessments]
- The location [In Middle East, In Egypt, Arabic-speaking countries].

The Client will also take into account for the evaluation of the applications the following items:

- Consultant Past Experience with similar scope with at least 5 references to be provided. It is required that such reference persons can be contacted or visited for further information on quality of the consultancy services;
- The Consultant Company Profile and financial stability and financial statements for the past 36 months the technical area and expertise;
- Availability of the consultants with Arabic speaking capabilities.
- Proven experience in similar scope in the Oil & Gas industry (at least 2 Oil & Gas references to be provided with similar scope and size).
- The consultant has to be aware of the application of reputable IT security, change and maintenance management, development and operational controls frameworks such as CobIT, ITIL, ISO, etc.
- Qualifications of the Consultant project team members and their CVs (Project Director, Project Manager, and Team Leads).

Among the submitted applications, The Egyptian Natural Gas Holding (EGAS) will shortlist consultants, to whom the Request for Proposals to carry out the services shall be sent.

Expressions of interest must be submitted to the address below no later than Monday 28/11/2016 till 01:00 pm

Information Technology Department.
Chairman Assistant office

Egyptian Natural Gas Holding Company
85 El Nasr Road, 1st District, Nasr City 11371
Cairo, Egypt

Interested consultants may obtain further clarifications through the contact below during office hours (8:30am – 3.30 pm Clt.) through:

E-mail: erp@egas.com.eg

APPENDIX TO THE REQUEST FOR EXPRESSION OF INTEREST
(Format not to be altered)

**Statement of Integrity, Eligibility and Social and
Environmental Responsibility**

Reference name of the RFP: ("Contract")
To: ("Contracting Authority")

1. We recognise and accept that *Agence française de développement* ("AFD") only finances projects of the Contracting Authority subject to its own conditions which are set out in the Financing Agreement which it has entered into with the Contracting Authority. As a matter of consequence, no legal relationship exists between AFD and our company, our joint venture or our subcontractors. The Contracting Authority retains exclusive responsibility for the preparation and implementation of the contract procurement and its subsequent performance.
2. We hereby certify that neither we nor any other member of our joint venture or any of our subcontractors are in any of the following situations:
 - 2.1) being bankrupt, wound up or ceasing our activities, having our activities administered by the courts, having entered into receivership, reorganisation or being in any analogous situation arising from any similar procedure;
 - 2.2) having been convicted, within the past five years by decision of a court decision, which has the force of *res judicata* in the country where the project is implemented, of one of the acts mentioned in sections 6.1 to 6.4 below or of any other offense committed during the procurement or performance of a contract¹;
 - 2.3) being listed for financial sanctions by the United Nations, the European Union and/or France for the purposes of fight-against-terrorist financing or threat to international peace and security;
 - 2.4) having committed serious professional misconduct within the past five years during the procurement or performance of a contract;
 - 2.5) not having fulfilled our obligations regarding the payment of social security contributions or taxes in accordance with the legal provisions of either the country where we are established or the Contracting Authority's country;
 - 2.6) having been convicted, within the past five years by a court decision, which has the force of *res judicata*, of one of the acts mentioned in sections 6.1 to 6.4 below or of any other offense committed during the procurement or performance of an AFD-financed contract;

¹ In the event of such conviction, you may attach to this Statement of Integrity supporting information showing that this conviction is not relevant in the context of this AFD-financed contract.

- 2.7) being subject to an exclusion decision of the World Bank since 30 May 2012, and being listed on the website <http://www.worldbank.org/debar>²;
- 2.8) having committed misrepresentation in documentation requested by the Beneficiary as part of the contract procurement procedure.
3. We hereby certify that neither we, nor any of the members of our joint venture or any of our subcontractors are in any of the following situations of conflict of interest:
- 3.1) being an affiliate controlled by the Contracting Authority or a shareholder controlling the Contracting Authority, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;
- 3.2) having a business or family relationship with a Contracting Authority's staff involved in the selection procedure or the supervision of the resulting contract, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;
- 3.3) being controlled by or controlling another bidder or being under common control with another bidder, or receiving from or granting subsidies directly or indirectly to another bidder, having the same legal representative as another bidder, maintaining direct or indirect contacts with another bidder which allows us to have or give access to information contained in the respective bids, influencing them or influencing decisions of the Contracting Authority;
- 3.4) being engaged in a consultancy activity, which, by its nature, may be in conflict with the assignments that we would carry out for the Contracting Authority;
- 3.5) in the case of a works or goods procurement procedure:
- i. having prepared or having been associated with a consultant who prepared specifications, drawings, calculations and other documentation that are subject of the bid;
 - ii. having been recruited (or being proposed to be recruited) ourselves or any of our affiliates, to carry out works supervision or inspection for this contract;
4. If we are a government-owned entity, we certify that we have legal and financial autonomy and that we operate under commercial laws and regulations.
5. We undertake to bring to the attention of the Contracting Authority, which will inform AFD, any change in situation with regard to points 2 to 4 here above.
6. In the context of procurement and performance of the contract:
- 6.1) We have not and we will not engage in any dishonest conduct (act or omission) deliberately intended to deceive others, to intentionally conceal items, to violate or vitiate someone's consent, to make them circumvent legal or regulatory requirements and/or to violate their internal rules in order to obtain illegitimate profit.

² In the event of such exclusion, you may attach to this Statement of Integrity supporting information showing that this exclusion is not relevant in the context of this AFD-financed contract.

6.2) We have not and we will not engage in any dishonest conduct (act or omission) contrary to our legal or regulatory obligations or our internal rules in order to obtain illegitimate profit.

6.3) We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to (i) any person who holds a legislative, executive, administrative or judicial mandate within the State of the Contracting Authority regardless of whether that person was nominated or elected, regardless of the permanent or temporary, paid or unpaid nature of the position and regardless of the hierarchical level the person occupies, (ii) any other person who performs a public function, including for a State institution or a State-owned company, or who provides a public service, or (iii) any other person defined as a public officer by the national laws of the Contracting Authority, an undue advantage of any kind, for himself or for another person or entity, for such public officer to act or refrain from acting in his official capacity.

6.4) We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to any private person who occupies an executive position in a private sector entity or works for such an entity, regardless of the nature of his/her capacity, any undue advantage of any kind, for himself or another person or entity for such private person to perform or refrain from performing any act in breach of its legal, contractual or professional obligations.

6.5) We have not and we will not engage in any practice likely to influence the contract award process to the detriment of the Contracting Authority and, in particular, in any anti-competitive practice having for object or for effect to prevent, restrict or distort competition, namely by limiting access to the market or the free exercise of competition by other undertakings.

6.6) Neither we nor any of the members of our joint venture or any of our subcontractors shall acquire or supply any equipment nor operate in any sectors under an embargo of the United Nations, the European Union or France.

6.7) We commit ourselves to comply with and ensure that all of our subcontractors comply with international environmental and labour standards, consistent with laws and regulations applicable in the country of implementation of the contract, including the fundamental conventions of the International Labour Organisation (ILO) and international environmental treaties,. Moreover, we shall implement environmental and social risks mitigation measures such as specified in the environmental and social management plan or, if appropriate, in the environmental and social impact assessment notice provided by the Contracting Authority.

7. We, as well as members of our joint venture and our subcontractors authorise AFD to inspect accounts, records and other documents relating to the procurement and performance of the Contract and to have them audited by auditors appointed by AFD.

Name: _____ In the capacity of _____

Signature: _____

Duly empowered to sign the proposal in the name and on behalf of³ _____

³ In case of joint venture, insert the name of the joint venture. The person who will sign the proposal on behalf of the members shall attach a power of attorney from all members.