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REQUEST FOR PROPOSAL

Local Short-Term Technical Assistance (STTA):

Development and implementation of the automated information system

“Stock Exchange”

RFP No.: OPS-BIS-04.2.27

Under

USAID Enterprise Competitiveness Project

Funded By

USAID

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I. INTRODUCTION

A. COMPANY BACKGROUND

Based in Washington, D.C., Nathan Associates Inc. (Nathan) is a private international economic and analytics consulting firm that works with government and commercial clients around the globe to deliver practical solutions and achieve lasting results. Whether building frameworks for economic growth or navigating regulatory hurdles, securing infrastructure financing or evaluating and assessing disputes, Nathan's experts serve as trusted partners, offering clients the analysis, technical advice, and strategies they need for sound decision-making. Nathan is a subcontractor to ACDI/VOCA under the USAID Enterprise Competitiveness Project. For more information, go to <https://www.nathaninc.com/>.

B. PROGRAM BACKGROUND

The USAID Enterprise Competitiveness Project is a five-year initiative that aims to accelerate sales growth and increase job creation among Kyrgyzstani small and medium enterprises (SMEs). The USAID Enterprise Competitiveness Project will partner with end markets, SMEs, business development and advisory service providers, government agencies, associations, and other market actors who are willing to co-invest to accelerate inclusive, market-led growth. The project's primary goal is to foster a system that increases market access and competitiveness, catalyzes investment, unlocks opportunities for women and youth, builds skills, and encourages a more enabling business environment.

II. PURPOSE

The software platform used in the development of the system (Win32, C ++ Builder version 5.0) are outdated, withdrawn from sales and do not have technical support. Moreover, the Kyrgyz Stock Exchange (hereinafter KSE CJSC or KSE) does not have access to the source codes of the software that were not transferred when the system was put into operation in 2003, which makes its modification impossible.

Moreover, implementation of the goals related to the expansion of the services provided by the KSE CJSC and the modernization of the software, laid down by the Kyrgyz Stock Exchange development strategy for 2021-2025, at the current stage it is necessary to ensure the implementation of the following modules in the information system "Stock Exchange":

- A modernized trading system that provides the ability to launch trading with new financial instruments, trading methods, as well as the possibility of further development and expansion without the need to purchase additional software;
- Modern web and mobile application for brokers and their clients to participate in exchange trading;
- API to provide the ability to integrate with brokers' software;
- API to enable integration with information systems of exchanges of the EAEU countries, depositories, commercial banks, and other partners.

Taking into account the above factors, the modernization of the existing software is extremely difficult from a technological point of view and will not solve the problems with the operation of the system.

Under this assignment, a software development company will develop and implement a modernized Trading System "Stock Exchange" for complex informatization and business process automation of the "Kyrgyz Stock Exchange" CJSC related to stock exchange trading. The "Automated Information System "Stock Exchange" (hereinafter AIS SE or System) in CJSC "Kyrgyz Stock Exchange" shall be made according to the requirements defined in the Terms of Reference (hereinafter - ToR). The ToR for ATS "SE" describes the requirements for the System in the organizational and functional scope of the Project and is the main document in the set of project documentation that defines the requirements and

the procedure for creating the System. Please find the Terms of Reference (ToR) for development of the AIS SE in attached files to the tender announcement.

Main objectives of creation of the System are:

- Modernization of the Stock Exchange of the “Kyrgyz Stock Exchange” CJSC;
- Creation of convenient software tools for remote servicing of bidders;
- Output on the new level of personal information protection and safety at data exchange by participants;
- Implementation of a unified data exchange format for the integration of the Kyrgyz stock market into the world capital market.

DESCRIPTION OF THE EXISTING SYSTEM

The trading system was developed by the specialists of the Exchange for organizing electronic trading in various financial instruments. On February 12, 1998, the first trades were held in the Trading System.

Main characteristics of the system:

- client-server architecture.
- the server side was written in C ++, works on the HP-UX platform and Linux.
- client side - the trading participant's workplace works on the Win32 platform, written in C ++ Builder version 5.0.
- messaging protocol - TCP / IP.
- data storage and management require the use of a SQL server - a relational DBMS such as Informix, Oracle.

The trading system allows traders to conclude deals in the following ways:

- by the method of open trades (the main method of conducting trades).
- by direct deals method.
- by the method of special trades.
- by the method of Frankfurt trading.
- fixing method.

IT INFRASTRUCTURE

The KSE has a separate server room with an armored door and a cooling system. Server equipment consists of the following:

1. Servers:
 - a. HP ProLiant DL380 G6, processor (1 physical processor) - Intel Xeon processor E5540 (2.53 GHz, 8MB L3 Cache, 80 W, DDR3-1066, HT, Turbo 1/1/2/2), SAS – 1.2 Tb, DDR3 – 12 Gb.
 - b. HP ProLiant DL360 G6, processor (1 physical processor) - Intel Xeon processor E5540 (2.53 GHz, 8MB L3 Cache, 80 W, DDR3-1066, HT, Turbo 1/1/2/2), SAS – 438 Gb, DDR3 – 12 Gb.
2. Uninterruptible Power Supplies (UPS): APC Smart-UPS RT 5000 BA, 230 W with an output power of 3 kW and APC Smart-UPS RT 10000 BA, 230 B W with an output power 8 kW.
3. Network hardware:
 - a. Cisco 2800 series router - 1 pc.
 - b. D-Link DES-1024D switch - 3 pcs.

CURRENT DISADVANTAGES

The main disadvantages of the System are:

- Usage of an outdated architecture;
- Outdated Windows-based client application;

- Inconvenience of the user interface;
- Lack of source codes;
- Lack of web and mobile client applications;
- Lack of API for integration with external systems.

Server capacities:

Primary and backup model server is HP ProLiant DL 380 G6, Intel(R) Xeon(R) CPU E5540 @ 2.53Ghz, 12Gb RAM, HDD SAS. Given the limited volume of transactions in the System, existing server resources are sufficient for the smooth operation of the system.

Network infrastructure:

There is no firewall in the corporate network of the data center, which is a high-risk factor for information security. To ensure the reliability of the corporate network, it is recommended purchasing a network router with firewall and VPN-concentrator functions.

A. SCOPE OF WORK

I. Specific tasks

Software development company will be tasked with developing and introducing the AIS “SE” which is intended for complex informatization and business- process automation of the Kyrgyz Stock Exchange CJSC. The contractor will:

Task 1: Conduct full examination of the existing information system “Stock Exchange” and based on the results of the examination, prepare the specified Terms of Reference.

- Conduct full and high-quality examination of the information system;
- Prepare minutes of interviews conducted with employees of the Kyrgyz Stock Exchange;
- Prepare documents on examination of the information system of Kyrgyz Stock Exchange;
- Develop the project plan with Kyrgyz Stock Exchange;
- Prepare a detailed Terms of Reference, inclusive of system specifications.

Task 2: Develop the new information system.

- Carry out the system development in agreed time frames and notify the Kyrgyz Stock Exchange upon completion;
- Develop a set of user documentation for the System;
- Develop the program and a test procedure through an integration test;
- Carry out acceptance tests of the System on the Contractor's equipment, according to integration test;
- Prepare and coordinate with Kyrgyz Stock Exchange protocol on carried out acceptance tests.

Task 3: Pilot system implementation and provide trainings.

- Regarding system implementation:
 - Assist in installation and set-up of the System in user workstations and the server.
- Regarding training:
 - Prepare educational and methodical documentation, prepare and coordinate with Kyrgyz Stock Exchange the Program and Plan of training;
 - Provide user training;
 - Carry out final testing of trainees upon the completion of the training course;
 - Analyze the test results and assess the readiness of personnel to work with the System.

Task 4: Prepare for Pilot Operation.

- a. Develop a program and test procedure of the System on the basis of the integration test;
- b. Carry out acceptance tests of the System according to integration test;
- c. Prepare and coordinate with Kyrgyz Stock Exchange protocol on carried out acceptance tests;
- d. Develop the vision for carrying out Pilot Operation of the System on the equipment of the Kyrgyz Stock Exchange;
- e. Participate in work of the commission to verify the readiness of the System for starting the Pilot Operation.

Task 5: Pilot Operation.

- a. Address all comments identified as a result of acceptance tests in the agreed time frame;
- b. Assist specialists of the Kyrgyz Stock Exchange during the work with the System and verification of results;
- c. Completion (adaptation) of the System in accordance with the list of revisions displayed in the change log;

II. Deliverables

The following reports will be submitted in Russian **with high-quality English translation**.

1. An inception report, which will include a detailed work plan with a timeline (5 working days).
2. Finalized Terms of Reference based on the examination of the existing information system "Stock Exchange" and consultation with the Kyrgyz Stock Exchange (10 working days).
3. Presentation of the newly developed Information System and Program Manual to all stakeholders. The presented Information System and Manual must be accepted by the Beneficiary (3 months).
4. Notes from the on-job training on Information System operations with the Training Module, List of Participants and Handouts Materials. (5 working days).
5. Maintenance report of the Information System performance and troubleshooting of the technical errors (10 working days).
6. Final Narrative Report on the execution of the task. The Report should include:
 - a. the finalized Information System Operation Manual/Guidebook with the Information Security policies (in Russian only);
 - b. the finalized Information Module, Handouts, and Presentations;
 - c. Acceptance Deed of the Information System with transfer of Codes and property rights signed by the Beneficiary;
 - d. Certificate of 1 years expanded technical support of the System.

III. Timing

This assignment will require approximately 4 -5 months.

IV. Required Qualifications for bidders for the development and implementation of the information system

Requirements for knowledge and experience of the declared Experts:

- Experience in the development and implementation of financial information systems - at least 10 years;
- Experience in executing at least 5 contracts with a similar cost for the development and implementation of information systems over the past 5 years;
- The presence of the project manager in the project team for the implementation of similar projects with at least 5 years of experience in financial sector;
- The presence of a business analyst in the team with experience of at least 5 years (analysis and construction of business processes in the financial sector of the stock market) with proven experience working with stock exchanges;
- A team of at least 4 software developers with at least 5 years of experience in similar projects;

V. Additional information

- Work Location: This activity will take place in Bishkek, Kyrgyzstan according to the requirements to the

company and as approved by the ECP project team.

- Nathan intends to make a contract award to the responsible Offeror(s) whose proposal represent the best value to the U.S. government.
- Reporting: The software development company reports to the Director of Business enabling environment, Enterprise Competitiveness Project, USAID and the Manager of Business enabling environment.

III. CONTRACT MECHANISM & TERMS OF PAYMENT

- Nathan anticipates issuing a firm fixed price contract.
- Payment acceptance via Bank transfer only after submitting and acceptance of reports according to point II “Deliverables”. Payments by deliverable will be negotiated.
- Service provider will receive payment(s) only based on strict compliance with the scope of work, which is an Integral part of this proposal.
- The service provider is responsible for all taxes according to the Kyrgyz legislation.

IV. PROPOSAL PREPARATION AND SUBMISSION REQUIREMENTS

A. INSTRUCTIONS FOR PROPOSAL PREPARATION

The selection committee will evaluate the Offerors based upon their written technical and cost proposals. Each section will be evaluated according to the criteria for evaluations in Section V. Offerors are expected to examine the specifications and all instructions in the RFP. Failure to do so is at the Offeror’s risk. Interested Offerors must provide the following:

CAPABILITY AND TECHNICAL EXPERIENCE STATEMENT

- a. Company / Organization Overview (certificate of registration, the company / organization profile, completed Form Appendix C). (if relevant)
- b. Capabilities statement by providing information on the following:
Key staff to be engaged to perform the assignment, their resume. Recommendation letters are desirable.
- c. Technical approach, methodology of the performance of the assignment.
- d. Explanation on how company / organization plans to carry out the work during the pandemic (ban on group meetings, quarantine, emergency management, etc.).
- e. Activity (work) Schedule.
- f. Monitoring & Evaluation plan, if relevant.

COST PROPOSAL

Offerors will submit a proposed budget with their proposals in a separate email. Nathan reserves the right to request any additional information to support Offerors’ proposed detailed cost and price.

Budget Requirements

1. Only direct costs should be included in the budget and allocated appropriately;
2. Budget should include detailed explanations on the planned expense item and information/justification of the rates and quantities applied.
3. All translation costs for reports must be built into the total fixed cost of the contract;
4. Reports must first be approved by the Client before payment.

Please submit your cost proposal separately from technical proposal using provided format in the “**APPENDIX A**” section.

REFERENCES

Please include three clients’ references and contact information. References should have worked with your organization within the past two years in connection with the countries or regions (and if possible, subject matter) applicable to this RFP.

B. INSTRUCTIONS FOR SUBMISSION OF PROPOSAL

1. The technical proposal should be in **PDF** format and must be submitted by email to the following addresses: nturdubekov@nathaninc.com, tatwood@nathaninc.com and eorourke@nathaninc.com
2. The price proposal should be in **PDF** format and must be submitted by email to the following address: nturdubekov@nathaninc.com, tatwood@nathaninc.com and eorourke@nathaninc.com
3. All inquiries and requests for information regarding this RFP must be submitted to the following email no later than the question/inquiry submission deadline on the cover page of this RFP. Reference the RFP number in all questions/inquiries. Potential bidders who do not submit questions should send an email with their contact information if they wish to receive copies of answers. All questions and responses will be circulated to all offerors who ask questions and to those who register.

Name:	Nursultan Turdubekov
Email:	NTurdubekov@nathaninc.com

4. This RFP in no way obligates Nathan to award a contract nor does it commit Nathan to pay for any costs incurred in the preparation and submission of a proposal in response hereto. Furthermore, Nathan reserves the right to reject any and all offers, if such action is considered to be in the best interest of Nathan, ACDI/VOCA and/or USAID.
5. Emails must not exceed 5MB in size. Proposals shall be submitted in **English only**.
6. All responses to this RFP must be received no later than the submission deadline on the cover page of this RFP.

V. CRITERIA FOR EVALUATION

Nathan will evaluate proposals using the following criteria:

Technical Scores	Points*
Experience in the development and implementation of financial information systems - at least 10 years;	35
Experience in executing at least 5 contracts with a similar cost for the development and implementation of financial information systems over the past 5 years;	35
Technical approach and methodology, schedule of work;	30
Total Score	100

The evaluation committee will review the technical proposal based upon the technical criteria listed above first. Only proposals that receive 80 out of 100 possible points will advance to cost proposal review. The cost proposals will be reviewed to ensure they are complete and free of computational errors. The committee will also assess the reasonableness of costs and the cost-effectiveness of the budget, and will determine whether the costs reflect a clear understanding of project requirements. A contract will be offered to the responsible Offeror whose proposal follows the RFP instructions and is judged to be the most advantageous to Nathan.

Nathan may award a contract without discussions with Offerors in accordance with FAR 52.215-1.

Nathan intends make contract award to the responsible Offeror whose proposal represents the best value to the U.S. Government. "Best value" is defined as the offer that results in the most advantageous solution for the Government, in consideration of technical, cost, and other factors. For evaluation purposes, technical factors are considered more important than cost factors. Although technical evaluation criteria are more important than cost, the closer the technical evaluation scores of the various proposals are to one another, the more important cost considerations will become. Therefore, the evaluation of costs proposed may become a determining factor in making the award as technical scores

converge. The Offeror proposing the best overall value will be selected. Any lack of cost realism, reasonableness, incompleteness, or imbalance in price may be considered in the determination of best value. Nathan may request additional certifications, clarification and explanations in order to determine the best value proposal.

VI. TENDER PROCEDURE

Following the publication of the RFP, Bidders must prepare a formal offer to be sent to the Nathan contact person / department as described in section IV (b) (1). Submissions will be reviewed in accordance with the evaluation criteria defined in section V above and evaluated for their compliance with the requirements set forth in this RFP. The most suitable Bidder will be selected and formally notified. The official contract will be discussed with the selected Bidder, and if approved, the Bidder will begin work on the project.

VII. TERMS AND CONDITIONS

A. LATE SUBMISSIONS

Proposals received after the submission deadline stated in the cover page of this RFP may be considered only if none of the proposals received on time is deemed acceptable for the assignment. Offerors will be held responsible for ensuring their quotations are received according to the instructions stated herein. A late offer will be considered if the cause was attributable to Nathan or its employees/agents, or if it is in the best interest of Nathan.

B. MODIFICATION OF RFP REQUIREMENTS

Nathan retains the right to terminate the RFP or modify the requirements upon notification to Offerors.

C. WITHDRAWALS OF PROPOSALS

Proposals may be withdrawn by written notice via email at any time before award. Proposals may be withdrawn in person by an Offeror or authorized representative, if the representative's identity is made known and the representative signs a receipt for the proposal before award.

D. RIGHT OF NEGOTIATION AND ACCEPTANCE OF PROPOSAL

This RFP represents a definition of requirements and is an invitation for submission of proposals. Nathan reserves the right to fund/award any or none of the submitted proposals. No commitment is made, either expressed or implied, to compensate Offerors for costs incurred in the preparation and submission of their proposal.

Nathan may reject any proposal that is nonresponsive. A responsive proposal is one that complies with all terms and conditions of the RFP. A proposal must be complete, signed by an authorized signatory, and delivered no later than the submission time and date indicated on the cover sheet of this RFP. Nathan may reserve the right to waive any minor discrepancies in a proposal.

Nathan reserves the right to issue an award based on the initial evaluation of proposals without discussion. Nathan also reserves the right to enter into best and final negotiations with any responsive Offerors for all or part of the proposed scope.

E. VALIDITY OF PROPOSAL

Proposals submitted shall remain open for acceptance for 60 days from the last date specified for receipt of proposals. This includes, but is not limited to, pricing, terms and conditions, service levels, and all other information. If your organization is awarded the contract, all information in the RFP and negotiation process is contractually binding.

F. MINIMUM OFFEROR QUALIFICATIONS

Offerors submitting proposals must (1) be officially licensed to do such business in *the Kyrgyz Republic*, (2) be able to receive USAID funds and (3) not have been identified as a terrorist organization. In addition, Offeror may be required to provide the following information:

- Documentation to verify licensure (e.g., tax id, registration certificate, etc.);
- Demonstration of adequate management and financial resources to perform the contract;
- Satisfactory records of performance history, integrity and business ethics; and
- Other documents upon request.

G. INTELLECTUAL PROPERTY RIGHTS

All tangible or intangible property created or acquired under this contract shall be the exclusive property of Nathan, ACDI/VOCA, and the USAID. The term “property” includes all data and reports associated with this engagement.

VIII. ATTACHMENTS

Appendix A: Sample Budget Format

Appendix B: Technical Proposal Submission Sheet

Appendix C: Information of the Offeror

APPENDIX A. SAMPLE BUDGET FORMAT

No/ #	ITEM	Qty	Unit	Cost/unit KGS	Total in KGS	Explanation (Comments)
A	Labor					
1						
2						
3	Subtotal:					
B	Transportation cost					
1						
2						
	Subtotal:					
C	Supplies					
1						
2						
D	Any other activity related costs					
1						
2						
	Subtotal:					
	Grand total					

Only direct costs should be included in the budget and allocated appropriately;
 Budget should include detailed explanations on the planned expense items applied.

Signature:

Name:

Date: ____/____/____

APPENDIX B. TECHNICAL PROPOSAL SUBMISSION SHEET

(Complete this form with all the requested details and submit it as the first page of your technical proposal, with the documents requested above attached. Ensure that your proposal is authorized in the signature block below. A signature and authorization on this form will confirm that the terms and conditions of this RFP prevail over any attachments. If your proposal is not authorized, it may be rejected.)

Date of Technical Proposal:	
RFP Number:	OPS-BIS-04/2.27
RFP Title:	LOCAL SHORT-TERM TECHNICAL ASSISTANCE (STTA): DEVELOPMENT AND IMPLEMENTATION OF THE AUTOMATED INFORMATION SYSTEM "STOCK EXCHANGE"

We offer to provide the goods/services described in the Scope of Work, in accordance with the terms and conditions stated in Request for Proposal referenced above. We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified.

The validity period of our proposal is 30 days from the time and date of the submission deadline.

TYPE OF BUSINESS/INSTITUTION (CHECK ALL THAT APPLY)

Offeror certifies that it is: Non U.S. Owned/Operated Government Owned/Operated

(If Non U.S. Owned/Operated is selected, continue to Anti-Terrorism Certification)

OR FOR US ORGANIZATIONS ONLY:

- Nonprofit For-Profit Government Owned/Operated
 Large Business Small Business College or University
 Women Owned Small and Disadvantaged Business

ANTI-TERRORISM CERTIFICATION

The Offeror, to the best of its current knowledge, did not provide, within the previous 10 years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts.

The Offeror also verifies that it does not appear on 1) the website of the Excluded Party List: www.epls.gov or 2) the website of the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the "1267 Committee"): <http://www.un.org/Docs/sc/committees/1267/consolist.shtml>.

The undersigned declares s/he is authorized to sign on behalf of the company listed below and to bind the company to all conditions and provisions stated in the original RFP document including attachments from Nathan.

Proposal Authorized By:

Signature: _____

Name: _____

Position: _____

Date: _____

Authorized for and on behalf of:

(DD/MM/YY)

Company: _____

Address: _____

DUNS No.: _____ Business Registration No.

ATTACHMENT C. OFFEROR'S OVERVIEW

Full company name	
Legal Address	
De facto address	
Year of foundation	
Companies profile	
Status of VAT payer	
Taxpayer's individual number	
Head of company (name)	
Contact name	
Telephone number	
E-mail address	
Website	