



موسسه عدالت برای همه
Justice For All Organization (JFAO)

Request for proposal

Financial Management Software

Reference no.:
JFAO-HQ-RFP-02-19

JFAO
info@jfao.org

Background

It is the intent of Justice for all Organization – JFAO to purchase a software solution that enhance the Head Office and Provincial office’s Financial, Procurement, Human resources and operational capabilities. The JFAO is therefore seeking proposals for a Financial Management solution. Vendors will be required to furnish a detailed proposal, which will provide the functions, as outlined in this document, or so state those functions which require exceptions to be taken. This request for proposal (RFP) states the scope of products and services desired.

General Information about Justice For All Organization (JFAO):

JFAO is a non-profit, non-political and non-governmental human rights organization that aims to strengthen the rule of law by increasing access to justice through the provision of free legal services (legal representation, advice, and mediation), holding legal workshops and seminars, conducting advocacy, providing legal awareness programs, distributing publications, providing paralegals in legal aid offices, and building the capacity of law and sharia students by providing legal clinics for training. JFAO aims to seek justice for victims of human rights abuses, particularly focusing on the rights of women, children, and the indigent. JFAO seeks to end violence and discrimination against women and girls in Afghan society, and to increase the economic, political, and social status of Afghan women. JFAO has been officially registered with the Islamic Republic of Afghanistan’s Ministry of Economy since 2008.

Solution Characteristics/Evaluation Criteria:

Financial and accounting software solutions are varied, depending on the industry in which they are employed and the environment in which they operate. Recognizing this, JFAO has developed the following criteria’s, which characterizes the traits it considers to comprise an effective solution:

Viability:

The software solution should provide the appropriate capabilities to allow the organization to perform its overall operations (Finance/Procurement & to the extend HR and Asset Management). The software solution should include the appropriate support and continuity of service to ensure its continued use.

Adaptability:

The software solution should provide a range of capabilities that allow it to perform a range of tasks and should be flexible and capable of being adapted to dynamic and changing environments.

Functionality:

The capabilities provided by the software solution should meet the operational needs of the organization. The software’s functions and features should provide the organization with the ability to perform tasks efficiently and effectively and work both online and offline.

Usability:

The software solution should be user-friendly and intuitively designed to allow for a minimum “learning curve” and provide users with great functionality, whilst providing it in a manner that allows for ease of use to the user.

Scalability:

The software solution should be able to accommodate growth in the number of users as the organization grows.

Expandability of Scope:

New features could be added or existing features can be changed to adapt to the changing scope of the organization's mission.

Support:

The provider of the solution should provide timely, comprehensive, and efficient support services that include, but are not limited to troubleshooting, installation and system assistance, and basic usability assistance.

Security:

The software solution should include the appropriate safeguards to ensure that an organization's sensitive data is protected. This trait also includes the software solution's ability to cope with potential data loss or the loss of operational capability, such as in the event of a disaster.

Cost-Effectiveness:

The software solution should provide a functional capability to the organization within a reasonable cost framework.

These characteristics will be used to evaluate whether an individual software solution meets the needs of the JFAO.

Vendor Background and Qualifications:

Please provide details regarding your organization's history and corporate culture or you may answer the following questions:

Vendor Background:

- Specify the number of years that your organization has been in the software business and how long your organization operating in software development, specifically, if there are any local NGO within Kabul that use your software and how many? Is software solution development and service your parent organization's primary business operation? If not, what is the parent organization's primary business?
- For the software solution being proposed, how long has the software been in service?
- How long has your organization been providing software solutions for public entities in Afghanistan? Describe your organization's familiarity with operations in Afghanistan?
- Please provide a history of your organization?
- Please describe your organization's corporate structure and organization status (AISA or Ministry of Finance License)?
- How many individuals does your organization employ?

Please provide detailed responses to the questions contained herein, including any necessary documentation, or respond to whether your system meets the requirements.

References

Please provide references for at least five local NGOs inside Afghanistan who currently use your proposed financial management software solution. JFAO will not disqualify a vendor or proposal that contains less than three NGOs which use the vendor's proposed financial management software solution.

Submission of Proposals:

Proposals must be sent directly to JFAO official email - through info@jfao.org. Proposals will be accepted until February 24, 2019. Only the shortlisted proposal will be contacted.