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| Project Title: | **REQUEST FOR PROPOSAL (RFP) FOR IMPLEMENTATION AND SETTING UP OF A TIER-1 ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM FOR SINGLE FINANCE SHARED SERVICES** |
| RFP Ref No: | **MHHFINRFP18307** |
| RFP Roll-Out Date: | **3 OCTOBER 2018** |
| RFP Closing Date: | **7 NOVEMBER 2018, 17:00 hrs (SG Time)** |

**Corrigendum 1: The RFP closing date has been changed to 14 November 2018, 17:00 hrs (SG Time)**

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| **Background of Project** |
| 1. MOH Holdings Pte Ltd (“MOHH” or the “Customer”) is the holding company of Singapore’s public healthcare clusters – National University Health System, National Healthcare Group and Singapore Health Services. Sharing the Ministry of Health’s vision to champion a healthy nation and ensure that our people live well, live long and with peace of mind, our role is to enhance public healthcare sector performance by unlocking synergies and economies of scale 2. The current clusters’ transactional and back-end processing are diversely supported by National Healthcare Group (NHG) or SingHealth Finance Shared Service (FSS). Current disjoint back-end clearing house inevitably gives rise to disparate processes resulting in inefficiencies. This current decentralised model needs to be optimised and consolidated for efficacy and cost saving. |
| **Objectives of Project** |
| 1) MOHH invites vendors to submit their proposals to implement and set-up of a Tier-1 Enterprise Resource Planning (ERP) for single Finance Shared Services.  The solutions offered should provide system wide benefits including but not limited to: -   1. New process maps can be designed and harmonised in the new ERP platform independent of the constraints of the current systems; 2. Ease of consolidation and management reporting thru harmonised Chart of Account; 3. Improve governance and control; 4. Scalability of service to support new institutions; and 5. Support in-house banking model. |
| **Participating Procedures** |
| The Request for Proposal (RFP) process shall be as follows:   1. Interested Vendor shall first read the Confidentiality Undertakings Letter (“Letter”) and Annexure 1 attached in Annex A to this Notice. If the vendor is agreeable to be bound by the terms of this Letter and Annexure 1, interested vendor may proceed to request for the RFP documents by sending an email to [procurement@mohh.com.sg](mailto:procurement@mohh.com.sg) to request for the electronic RFP documents. In the email, please state the following:  * company name; * company registration number; * business address and * the name, designation, contact number and email address of your company representative who will be the primary contact for all communications with MOHH pertaining to the RFP (“Representative”), with the Subject line as “Response to **MHHFINRFP18307**\_Implementation of tier-1 ERP for single FSS”.  1. Interested Vendor is required to fill up the Eligibility Assessment Checklist (attached in Annex B) and attached all necessary supporting documents in the same email to request for RFP document. MOH Holdings Pte Ltd will perform the eligibility assessment based on company background and financial standing, implementation experience and project team resources qualification. The release of the full RFP document is subject to the result of the eligibility assessment. Only Interested Vendors who have been assessed by MOH Holdings Pte Ltd to fulfil the eligibility requirement will be released the electronic RFP documents.      1. Instructions relating to your submission of Proposal will be stipulated in the RFP documentation. Only Proposals submitted in compliance with such instructions will be considered. Please take note to sign and deliver one (1) original copy of the Letter and Annexure 1 together with your RFP proposals. 2. A vendor briefing will be held on **15 October 2018**. Invitation will be sent to your Representative via email. Attendance is **compulsory** for the briefing session and vendors who fail to attend the briefing are not eligible to participate in the RFP. 3. Each vendor is allowed to send only two representatives for the briefing. 4. The RFP closing date is on **7 November 2018, 17:00 hrs (SG Time)**.   **Corrigendum 1: The RFP closing date has been changed from 7 November 2018 to 14 November 2018, 17:00 hrs (SG Time)** |

**Annex**

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| Annex | Document Name | Attachment |
| A | Confidentiality Undertaking Letter |  |
| B | Eligibility Assessment Checklist |  |