

# Request for Proposal: Financial Information Technology Services

Horizon Financial Solutions

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## Contents

|          |  |          |
|----------|--|----------|
| <b>1</b> | <b>INTRODUCTION</b>  | <b>4</b> |
| 1.1      | Objective of the RFP . . . . .                                 | 4        |
| 1.2      | Characteristics of the Bidder . . . . .                        | 4        |
| 1.2.1    | Status . . . . .   | 4        |
| 1.2.2    | Accreditations . . . . .                                       | 4        |
| 1.2.3    | Previous Experience . . . . .                                  | 4        |
| 1.2.4    | Logistic Capacity . . . . .                                    | 4        |
| 1.2.5    | Staffing . . . . .   | 4        |
| 1.3      | Work to be Performed . . . . .                                 | 4        |
| 1.3.1    | Key Requirements . . . . .                                     | 4        |
| 1.3.2    | Reporting Requirements . . . . .                               | 5        |
| 1.3.3    | Finance and Accounting Requirements . . . . .                  | 5        |
| 1.3.4    | Performance Monitoring . . . . .                               | 5        |
| 1.3.5    | Further Capacities . . . . .                                   | 5        |
| <b>2</b> | <b>INSTRUCTIONS TO BIDDERS</b>                                 | <b>5</b> |
| 2.1      | Language of the Proposal and other Documents . . . . .         | 5        |
| 2.2      | Intention to Bid . . . . .                                     | 5        |
| 2.3      | Cost of Proposal . . . . .                                     | 5        |
| 2.4      | Contents of the Proposal . . . . .                             | 5        |
| 2.5      | Joint Proposal . . . . .                                       | 5        |
| 2.6      | Communications during the RFP Period . . . . .                 | 6        |
| 2.7      | Proposal Structure . . . . .                                   | 6        |
| 2.7.1    | Proposal Submission Form . . . . .                             | 6        |
| 2.7.2    | Information of Firm/Organization Submitting Proposal . . . . . | 6        |
| 2.7.3    | Technical Proposal . . . . .                                   | 6        |
| 2.7.4    | Financial Proposal . . . . .                                   | 6        |
| 2.8      | Format and Signing of Proposals . . . . .                      | 6        |
| 2.9      | Period of Validity of Proposals . . . . .                      | 6        |
| 2.10     | Closing Date for Submission of Proposals . . . . .             | 6        |
| 2.11     | Modification and Withdrawal of Proposals . . . . .             | 6        |
| 2.12     | Receipt of Proposals from Non-invitees . . . . .               | 6        |

|  |          |
|--|----------|
| 2.13 Amendments of the RFP . . . . .   | 7        |
| <b>3 OPENING AND EVALUATION OF PROPOSALS</b>   | <b>7</b> |
| 3.1 Opening of Proposals . . . . .   | 7        |
| 3.2 Clarification of Proposals . . . . .   | 7        |
| 3.3 Preliminary Examination of Proposals . . . . .                                   | 7        |
| 3.4 Technical Evaluation of Proposals . . . . .                                      | 7        |
| 3.5 Financial Proposal Evaluation . . . . .  | 7        |
| 3.6 Bidders' Presentations . . . . .   | 7        |
| <b>4 AWARD OF CONTRACT</b>   | <b>7</b> |
| 4.1 Award Criteria, Award of Contract . . . . .                                      | 7        |
| 4.1.1 Right to Modify Scope or Requirements during the Proposal<br>Process . . . . . | 8        |
| 4.1.2 Right to Extend/Revise Scope or Requirements at Time of<br>Award . . . . .     | 8        |
| 4.1.3 Right to Enter into Contract Price Negotiations . . . . .                      | 8        |
| 4.2 Signing of the Contract . . . . .  | 8        |
| 4.3 United Nations Procurement Harmonization and Cooperation . . .                   | 8        |
| <b>5 GENERAL AND CONTRACTUAL CONDITIONS</b>  | <b>8</b> |
| 5.1 Conditions of Contract . . . . .   | 8        |
| 5.2 Responsibility . . . . .   | 8        |
| 5.3 Source of Instructions . . . . .   | 8        |
| 5.4 Warranties . . . . .   | 8        |
| 5.5 Legal Status . . . . .   | 8        |
| 5.6 Relation Between the Parties . . . . .   | 9        |
| 5.7 Waiver of Breach . . . . .   | 9        |
| 5.8 Liability . . . . .  | 9        |
| 5.9 Assignment . . . . .   | 9        |
| 5.10 Officials not to Benefit . . . . .  | 9        |
| 5.11 Indemnification . . . . .   | 9        |
| 5.12 Contractor's Responsibility for Employees . . . . .                             | 9        |
| 5.13 Subcontracting . . . . .  | 9        |
| 5.14 Place of Performance . . . . .  | 9        |
| 5.15 Language . . . . .  | 9        |
| 5.16 Confidentiality . . . . .   | 10       |
| 5.17 Title Rights . . . . .  | 10       |
| 5.18 Termination and Cancellation . . . . .  | 10       |
| 5.19 Force Majeure . . . . .   | 10       |
| 5.20 Surviving Provisions . . . . .  | 10       |
| 5.21 Use of UNAIDS and WHO Name and Emblem . . . . .                                 | 10       |
| 5.22 Successors and Assignees . . . . .  | 10       |
| 5.23 Payment . . . . .   | 10       |
| 5.24 Title to Equipment . . . . .  | 10       |
| 5.25 Insurance and Liabilities to Third Parties . . . . .                            | 10       |
| 5.26 Settlement of Disputes . . . . .  | 10       |
| 5.27 Observance of the Law . . . . .   | 11       |
| 5.28 Authority to Modify . . . . .   | 11       |

|  |    |
|--|----|
| 5.29 Privileges and Immunities . . . . .                         | 11 |
| 5.30 No Terrorism or Corruption . . . . .                        | 11 |
| 5.31 Personnel . . . . .   | 11 |
| 5.31.1 Approval of Contractor Personnel . . . . .                | 11 |
| 5.31.2 Project Managers . . . . .                                | 11 |
| 5.31.3 Foreign Nationals . . . . .                               | 11 |
| 5.31.4 Compliance with UNAIDS Policies . . . . .                 | 11 |
| 5.31.5 Ethical Behaviour . . . . .                               | 11 |
| 5.31.6 Engagement of Third Parties and Use of In-house Resources | 11 |

# **1 INTRODUCTION**

## **1.1 Objective of the RFP**

Horizon Financial Solutions seeks proposals from qualified vendors to provide advanced financial information technology services, including data analytics, secure transaction processing, and real-time market data integration, to support our global financial operations.

## **1.2 Characteristics of the Bidder**

### **1.2.1 Status**

Bidders must be legally registered entities with a minimum of 5 years of operation in the financial technology sector.

### **1.2.2 Accreditations**

Bidders must hold ISO 27001 certification for information security and comply with PCI DSS standards.

### **1.2.3 Previous Experience**

Bidders must demonstrate experience in delivering financial IT solutions for at least three global financial institutions, with references.

### **1.2.4 Logistic Capacity**

Bidders must have the capacity to deploy solutions across multiple regions, including North America, Europe, and Asia, with 24/7 support.

### **1.2.5 Staffing**

Bidders must employ at least 50 full-time staff dedicated to financial IT services, with relevant certifications (e.g., CISSP, AWS Certified Solutions Architect).

## **1.3 Work to be Performed**

### **1.3.1 Key Requirements**

- Develop and maintain a secure, scalable financial data analytics platform.
- Integrate real-time market data feeds from Bloomberg and Reuters.
- Ensure 99.999% system uptime and compliance with GDPR and CCPA.

### **1.3.2 Reporting Requirements**

Provide monthly performance reports, including system uptime, incident logs, and user activity metrics.

### **1.3.3 Finance and Accounting Requirements**

Implement cost-tracking mechanisms and provide quarterly financial reports compliant with IFRS standards.

### **1.3.4 Performance Monitoring**

Deploy automated monitoring tools to track system performance and provide real-time alerts for anomalies.

### **1.3.5 Further Capacities**

Bidders must offer AI-driven predictive analytics and blockchain-based transaction verification.

## **2 INSTRUCTIONS TO BIDDERS**

### **2.1 Language of the Proposal and other Documents**

All proposals and communications must be in English.

### **2.2 Intention to Bid**

Bidders must confirm their intent to bid by August 1, 2025, via email to [procurement@horizonfs.com](mailto:procurement@horizonfs.com).

### **2.3 Cost of Proposal**

Bidders bear all costs associated with proposal preparation.

### **2.4 Contents of the Proposal**

Proposals must include a technical proposal, financial proposal, and bidder qualifications.

### **2.5 Joint Proposal**

Joint proposals are permitted, provided one entity is designated as the lead.

## **2.6 Communications during the RFP Period**

All communications must be directed to [procurement@horizonfs.com](mailto:procurement@horizonfs.com).

## **2.7 Proposal Structure**

### **2.7.1 Proposal Submission Form**

Include a signed submission form confirming compliance with RFP terms.

### **2.7.2 Information of Firm/Organization Submitting Proposal**

Provide company details, including legal status, accreditations, and references.

### **2.7.3 Technical Proposal**

Detail the proposed solution, implementation plan, and timeline.

### **2.7.4 Financial Proposal**

Provide a detailed cost breakdown, including licensing, maintenance, and support fees.

## **2.8 Format and Signing of Proposals**

Proposals must be submitted in PDF format, signed by an authorized representative.

## **2.9 Period of Validity of Proposals**

Proposals must remain valid for 90 days from the submission deadline.

## **2.10 Closing Date for Submission of Proposals**

Proposals must be submitted by August 15, 2025, 5:00 PM CET.

## **2.11 Modification and Withdrawal of Proposals**

Modifications or withdrawals are permitted until the submission deadline.

## **2.12 Receipt of Proposals from Non-invitees**

Non-invited proposals will not be considered.

### **2.13 Amendments of the RFP**

Horizon Financial Solutions reserves the right to amend the RFP before the submission deadline.

## **3 OPENING AND EVALUATION OF PROPOSALS**

### **3.1 Opening of Proposals**

Proposals will be opened on August 16, 2025, in the presence of the procurement committee.

### **3.2 Clarification of Proposals**

Bidders may be requested to clarify proposals during evaluation.

### **3.3 Preliminary Examination of Proposals**

Proposals will be checked for completeness and compliance with RFP requirements.

### **3.4 Technical Evaluation of Proposals**

Proposals will be evaluated based on technical feasibility, experience, and compliance with key requirements.

### **3.5 Financial Proposal Evaluation**

Financial proposals will be evaluated for cost-effectiveness and alignment with the budget.

### **3.6 Bidders' Presentations**

Shortlisted bidders may be invited to present their proposals in September 2025.

## **4 AWARD OF CONTRACT**

### **4.1 Award Criteria, Award of Contract**

The contract will be awarded to the bidder offering the best value for money, based on technical and financial evaluations.

#### **4.1.1 Right to Modify Scope or Requirements during the Proposal Process**

Horizon Financial Solutions may modify the scope or requirements during the evaluation process.

#### **4.1.2 Right to Extend/Revise Scope or Requirements at Time of Award**

The scope may be revised at the time of contract award.

#### **4.1.3 Right to Enter into Contract Price Negotiations**

Horizon Financial Solutions reserves the right to negotiate prices with the selected bidder.

### **4.2 Signing of the Contract**

The contract must be signed within 14 days of award notification.

### **4.3 United Nations Procurement Harmonization and Cooperation**

Bidders must comply with UN procurement guidelines where applicable.

## **5 GENERAL AND CONTRACTUAL CONDITIONS**

### **5.1 Conditions of Contract**

The contract will be governed by Horizon Financial Solutions' standard terms.

### **5.2 Responsibility**

The contractor is responsible for all deliverables and services provided.

### **5.3 Source of Instructions**

Instructions will be provided by the designated project manager.

### **5.4 Warranties**

The contractor warrants that services will meet RFP specifications.

### **5.5 Legal Status**

The contractor must be a legally registered entity.



## **5.6 Relation Between the Parties**

The contractor is an independent entity, not an employee of Horizon Financial Solutions.

## **5.7 Waiver of Breach**

No waiver of breach shall constitute a precedent.

## **5.8 Liability**

The contractor is liable for any damages caused by their negligence.

## **5.9 Assignment**

The contract may not be assigned without prior approval.

## **5.10 Officials not to Benefit**

No Horizon Financial Solutions official may benefit from the contract.

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## **5.11 Indemnification**

The contractor shall indemnify Horizon Financial Solutions against claims arising from their actions.

## **5.12 Contractor's Responsibility for Employees**

The contractor is responsible for its employees' conduct and performance.

## **5.13 Subcontracting**

Subcontracting requires prior approval from Horizon Financial Solutions.

## **5.14 Place of Performance**

Services will be performed at the contractor's facilities and Horizon Financial Solutions' offices as needed.

## **5.15 Language**

All contract-related communications and deliverables must be in English.

## **5.16 Confidentiality**

The contractor must maintain confidentiality of all proprietary information.

## **5.17 Title Rights**

Horizon Financial Solutions retains title to all deliverables.

## **5.18 Termination and Cancellation**

The contract may be terminated with 30 days' notice or immediately for cause.

## **5.19 Force Majeure**

Neither party is liable for delays due to unforeseen events beyond their control.

## **5.20 Surviving Provisions**

Certain provisions (e.g., confidentiality, indemnification) survive contract termination.

## **5.21 Use of UNAIDS and WHO Name and Emblem**

Use of UNAIDS or WHO names/logos is prohibited without permission.

## **5.22 Successors and Assignees**

The contract binds successors and approved assignees.

## **5.23 Payment**

Payments will be made within 30 days of invoice approval.

## **5.24 Title to Equipment**

Title to equipment purchased for the contract remains with Horizon Financial Solutions.

## **5.25 Insurance and Liabilities to Third Parties**

The contractor must maintain adequate insurance coverage.

## **5.26 Settlement of Disputes**

Disputes will be resolved through arbitration in accordance with UNCITRAL rules.

## **5.27 Observance of the Law**

The contractor must comply with all applicable laws and regulations.

## **5.28 Authority to Modify**

Only authorized representatives may modify the contract.

## **5.29 Privileges and Immunities**

Nothing in the contract waives Horizon Financial Solutions' privileges and immunities.

## **5.30 No Terrorism or Corruption**

The contractor must certify no involvement in terrorism or corruption.

## **5.31 Personnel**

### **5.31.1 Approval of Contractor Personnel**

All personnel must be approved by Horizon Financial Solutions.

### **5.31.2 Project Managers**

The contractor must designate a qualified project manager.

### **5.31.3 Foreign Nationals**

Foreign nationals must comply with applicable visa and work permit requirements.

### **5.31.4 Compliance with UNAIDS Policies**

Personnel must adhere to UNAIDS ethical and conduct policies.

### **5.31.5 Ethical Behaviour**

Personnel must maintain high ethical standards.

### **5.31.6 Engagement of Third Parties and Use of In-house Resources**

Third-party engagement requires prior approval.