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Improve IFMIS Governance environment

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
5.1.1	Review IFMIS IT Governance to ensure that the system is managed in line with best practices and that the required internal controls are in place. The vendor is expected to come up with an optimized IT Governance framework.	Y	Counterhouse Consultants (CHC) will propose a comprehensive review of the IFMIS IT Governance structure, ensuring alignment with globally recognized best practices such as COBIT (Control Objectives for Information and Related Technologies) and ITIL (Information Technology Infrastructure Library). Our approach includes evaluating current governance mechanisms to assess effectiveness in risk management, compliance, and operational efficiency. CHC will design and implement an optimized IT Governance framework tailored to the organization's unique needs, focusing on strengthening internal controls, enhancing decision-making processes, and ensuring continuous improvement. This framework will also integrate security policies, performance management, and accountability measures to safeguard system integrity and regulatory compliance.	**See IT Governance Risk Compliance Framework Section of Technical Proposal**

5.1.2	IFMIS co-location plan developed and implemented for moving IFMIS servers to the Government Data Centre, with a signed-off document in place. The vendor is expected to design, develop and implement a co-location plan for IFMIS.	**Y**	CHC will develop a robust co-location plan to successfully migrate IFMIS servers to the Government Data Centre. Our approach begins with a thorough assessment of the current infrastructure to identify dependencies, data flow, and security requirements. The co-location plan will be designed to minimize downtime, ensure seamless transition, and maintain system integrity throughout the process. We will collaborate with key stakeholders to create a signed-off migration document that outlines critical stages, timelines, risk mitigation strategies, and contingency plans. Our implementation will prioritize data security, compliance with government policies, and efficient use of resources, ensuring a smooth migration with minimal disruption to IFMIS operations.	**See Co-Location Plan Section of Technical Proposal**
5.1.3	Continuous upgrades being conducted for the IFMIS Database and Application. The vendor is expected to ensure continuous IFMIS upgrade.	**Y**	We are committed to ensuring that the IFMIS database and application are continuously upgraded to align with evolving technologies, security standards, and operational needs. We will establish a proactive upgrade strategy that includes regular assessments of system performance, security patches, and compatibility with new Oracle EBS features and functionalities.	**See System Upgrade and Optimization Section of Technical Proposal**

| 5.1.4 | In-Memory technology for BI analytics within IFMIS and DBA activity monitoring being continuously implemented for IFMIS. The vendor is expected to implement performance improvement and system Optimization for IFMIS application and database | Y | CHC will implement cutting-edge in-memory technology to enhance Business Intelligence (BI) analytics within IFMIS, enabling faster data processing and real-time insights. By leveraging Oracle's in-memory capabilities, we will significantly improve query performance, reporting, and data analysis, empowering decision-makers with timely and actionable information. In addition, CHC will implement continuous monitoring of database administration (DBA) activities to ensure optimal performance and system efficiency. Our approach includes performance tuning, proactive identification of potential bottlenecks, and the deployment of automated monitoring tools to ensure smooth operation of both the application and the database. | **See System Upgrade and Optimization Section of Technical Proposal** |
| 5.1.5 | Data protection implementation in all the cloned and training environments of IFMIS. The vendor is expected to implement data protection for all cloned environment and data at rest. | Y | CHC will implement comprehensive data protection measures for all cloned and training environments within IFMIS, ensuring compliance with industry standards and government regulations. Our approach includes encrypting data at rest and in transit, deploying access controls, and ensuring anonymization of sensitive information in non-production environments to prevent unauthorized access and data breaches. CHC will establish a framework for data masking and redaction in cloned environments to safeguard personal and financial information while maintaining the integrity of the training environment. We will also implement continuous monitoring and auditing of data security protocols to ensure adherence to best practices, providing secure, reliable environments for development, testing, and training purposes. | **See Data Protection Plan Section of Technical Proposal** |

| 5.1.6 | Standard system integration API developed to facilitate integration of State Corporations systems with IFMIS, GHRIS, Pensions, or other systems, with at least 10 integrations per year. The vendor is expected to develop atleast 10 integrations per year. | Y | Counterhouse Consultants (CHC) will develop a robust and standardized system integration API to facilitate seamless integration between IFMIS, GHRIS, Pensions, and other State Corporation systems. Our integration approach is built on best practices for API design, ensuring security, scalability, and flexibility to meet diverse system requirements. By using RESTful or SOAP-based APIs, we will enable efficient data exchange and communication between the systems, enhancing operational efficiency and interoperability. CHC is committed to delivering at least 10 system integrations per year, adhering to strict timelines and quality standards. We will provide comprehensive documentation, testing, and support to ensure that each integration is smooth, secure, and aligned with the organization's overall IT strategy. | **See System Integration Plan Section of Technical Proposal** |

Generation of standardized, accurate and timely financial statements in IFMIS

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	The IFMIS General Ledger module has been implemented to support the effective recording of transactional data for all sub ledgers, including updating and maintaining the general ledger, reconciling sub-ledgers, and closing books. To align with the strategic objectives, this assignment requires a comprehensive review of report configurations to ensure the generation of IPSAS-approved reports. Additionally, IFMIS financial reporting to be enhanced by improving reporting templates to meet IPSAS formats, implementing project reporting, developing KPI dashboards, enhancing pending bills reporting templates, and creating dashboard.	Y	Counterhouse Consultants (CHC) will conduct a comprehensive review of the current report configurations within the IFMIS General Ledger module to ensure full compliance with the International Public Sector Accounting Standards (IPSAS). Our approach includes aligning financial reporting processes with IPSAS formats, optimizing report generation, and improving accuracy in reconciling sub-ledgers and closing books. To further enhance financial reporting, CHC will develop customized templates for project reporting, pending bills, and KPI dashboards. These enhancements will provide real-time insights into key financial metrics, ensuring transparency and informed decision-making. We will also create interactive dashboards to present complex data in a user-friendly format, allowing for efficient tracking of financial performance and alignment with the organization's strategic objectives.	**See Oracle General Ledger Section of Technical Proposal .**

Implement Digital signatures and Bar-coding/QR code for documents generated in IFMIS				
Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	Barcoding for all IFMIS documents through use of QR codes. Requirement to be provided for the reports to be affected. The vendor is expected to implement QR Coding for IFMIS documents	Y	Counterhouse Consultants (CHC) will implement a comprehensive QR coding system for all IFMIS documents to streamline document management and enhance traceability. Our approach involves integrating QR code generation within the existing IFMIS workflow, ensuring that each document is uniquely identifiable and easily accessible.	**See Document Barcoding Plan Section of Technical Proposal**

| | Implement Document Signing for IFMIS with integration to NPKI provided by ICTA for the following documents using digital signatures. a) Procurement Documents b) Internal -Purchase Orders c) External-Tender Submission d) Financial Statement e) Exchequer approval Documents Page 117 of 203 f) Payment Advice for Debt settlement and foreign currencies remittances The vendor is expected to design and implement NPKI integration with GovCA system for document signing. | **Y** | Counterhouse Consultants (CHC) will implement a secure document signing solution for IFMIS, integrating with the National Public Key Infrastructure (NPKI) provided by ICTA to facilitate digital signatures for critical documents, including procurement documents, internal purchase orders, external tender submissions, financial statements, exchequer approval documents, and payment advice for debt settlement and foreign currency remittances. Our approach will involve designing a seamless integration with the GovCA system to ensure secure and efficient signing processes. We will conduct a thorough assessment of existing workflows to determine the best method for incorporating digital signatures while ensuring compliance with relevant regulations and standards. Training sessions will be provided for relevant personnel to ensure successful adoption of the new system, enhancing the overall security and integrity of document management within IFMIS. | **See System Integration Plan Section of Technical Proposal** |

| Authentication of Internal and External Users using NPKI integration framework for authentication, this includes: - a. Virtual Private Network Access for all users b. Multifactor authentication to IFMIS systems The vendor is expected to develop integration architecture between IFMIS and GovCA system for authenticating users to IFMIS using multifactor authentication. | **Y** | Counterhouse Consultants (CHC) will implement a robust user authentication solution for IFMIS, leveraging the NPKI integration framework to ensure secure access for both internal and external users. Our approach includes developing a comprehensive integration architecture between IFMIS and the GovCA system, enabling multifactor authentication (MFA) to enhance security and reduce the risk of unauthorized access. The solution will encompass Virtual Private Network (VPN) access for all users, ensuring that data transmission remains secure and confidential. We will implement MFA protocols, requiring users to verify their identity through multiple means before gaining access to IFMIS systems. | **See System Integration Plan Section of Technical Proposal** |

eProcurement enhancements

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	This enhancement in IFMIS has been developed using Oracle Application Framework (OAF), currently covering only five commonly used procurement methods. The vendor is expected to support OAF technology in IFMIS incase there are any changes or improvements to be made in the system	Y	Counterhouse Consultants (CHC) will provide comprehensive support for the Oracle Application Framework (OAF) technology used in the IFMIS eProcurement module. Our team has extensive experience with OAF, and we are fully equipped to assist with any changes or enhancements required to improve the system's functionality. We will ensure that the enhancements remain aligned with the current business processes while supporting the five commonly used procurement methods. CHC will also conduct a thorough analysis of the system to identify potential areas for improvement and will ensure timely and efficient implementation of any necessary modifications to the OAF-based eProcurement functionalities within IFMIS.	**See Oracle Application Development Framework Section of Technical Proposal.**

Document Management system (DMS)

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	The bidder shall therefore develop an integrated IFMIS Document Management System to provide a centralized platform for managing and organizing various documents to enhance collaboration, streamline business processes, and improve overall efficiency by offering efficient document Storage and Organization. Specifically, IFMIS intends to fully utilize the Oracle Web-center to manage electronic documents. The vendor shall be responsible for implementing it with approval workflows for all electronic documents.	Y	To meet the requirement for an integrated IFMIS Document Management System, CHC will leverage Oracle WebCenter as the core platform to manage and store electronic documents. Oracle WebCenter is equipped with robust features for document management, such as version control, secure access, and seamless collaboration across teams. Our approach will include configuring approval workflows that can be customized for various types of documents, ensuring that documents pass through the necessary authorization stages before being finalized. We will implement this solution with role-based access controls to ensure secure handling of documents and provide tools for efficient storage and retrieval. The system will be fully integrated with IFMIS, streamlining business processes, improving efficiency, and ensuring all electronic documents are centrally organized and accessible as needed.	**See Oracle WebCenter Section of Technical Proposal .**

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document

Develop Framework for Governance Risk Compliance (GRC)

Incorporating GRC principles into IFMIS will provide a comprehensive approach to managing financial operations, risks, and compliance. This is envisioned to safeguard public resources, enhance accountability, and Page 118 of 203 contribute to efficient and effective financial management practices, ultimately benefiting citizens and the overall functioning of the government. The bidder is expected to propose and design and implement mechanism for enhancing:- a) Application Access Controls b) Transaction Controls c) Configuration Controls d) Preventive Controls	**Y**	CHC will propose, design, and implement a robust framework for integrating Governance, Risk, and Compliance (GRC) principles into the IFMIS. This comprehensive approach will enhance the management of financial operations, risks, and compliance, safeguarding public resources and promoting accountability within the government. Our implementation will focus on enhancing the following key control mechanisms: a) Application Access Controls: We will establish stringent access controls to ensure that only authorized personnel can access sensitive financial information, reducing the risk of data breaches and ensuring compliance with regulatory requirements. b) Transaction Controls: CHC will implement transaction monitoring systems to detect and prevent unauthorized transactions, ensuring that all financial activities are conducted in accordance with established policies and procedures. c) Configuration Controls: We will develop and enforce configuration management processes to maintain the integrity and security of the IFMIS system, ensuring that all configurations are documented, reviewed, and approved. d) Preventive Controls: Our approach will include the implementation of preventive measures, such as automated alerts and exception reporting, to proactively identify and mitigate potential risks before they impact operations. By embedding GRC principles into IFMIS, CHC aims to enhance the overall effectiveness of financial management practices, ultimately benefiting citizens and improving the efficiency of government operations.	**See IT Governance Risk Compliance Framework Section of Technical Proposal**

Rollout, support, and training of solutions under pilot to all MDAs and Counties				
Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document

IFMIS department has implemented new modules which are currently in pilot phase and plans to roll out modules to all MDAs and counties. The modules include but not limited to: - a) Fixed Asset Rollout and development of asset templates as and when need arises for new asset type the government plans to acquire. b) Inventory Management rollout and Enhancements. c) Exchequer process Automation and Enhancements. d) Roll out Oracle Analytic dashboard and development of new dashboards as and when need arises The bidder is expected to support all new enhancement that have been rolled out and resolve any technical issues that may arise	**Y**	CHC is committed to providing comprehensive support for the new IFMIS modules currently in the pilot phase, ensuring a seamless rollout to all MDAs and counties. Our expertise spans key areas of module implementation, including Fixed Asset Management, Inventory Management, Exchequer Process Automation, and Oracle Analytic Dashboards, with a focus on providing timely technical assistance and resolving any issues that may arise. CHC will offer full support for the following: a) Fixed Asset Rollout: We will assist in the development and customization of asset templates for new asset types as required by the government, ensuring accurate tracking and management of government assets. b) Inventory Management Rollout: Our team will provide support for enhancements in the Inventory Management module, optimizing stock control and inventory processes across all departments and counties. c) Exchequer Process Automation: CHC will ensure the smooth automation of exchequer processes, addressing any technical challenges and enhancing the system's efficiency for financial transactions. d) Oracle Analytic Dashboards: We will facilitate the rollout of Oracle Analytic Dashboards, developing new dashboards as required to provide insightful, real-time data for decision-making. In addition to providing ongoing support, CHC will proactively resolve technical issues, minimizing downtime and ensuring that the new modules function optimally across all users in the government sector.	**See Training Plan,Go-Live and Rollout Plan and Technical Support Service Plan Sections of Technical Proposal**

Re-engineer existing processes to achieve efficiency and resolve issues.				
Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	Bank Reconciliation integration with CBK implemented using MT940 technology has been unstable with cases of duplicated statements and missed statements. The bidder is expected to conduct a technical review of the current setup and redevelop the integration to work correctly with alerting mechanism for failed processes to make it easy to proactively resolve issues.	Y	Counterhouse Consultants (CHC) will conduct a comprehensive technical review of the current Bank Reconciliation integration with the Central Bank of Kenya (CBK) using MT940 technology. Our objective is to identify the root causes of instability, including issues with duplicated and missed statements, and redevelop the integration to ensure smooth and reliable operations. CHC will implement a robust solution that includes: Stable MT940 Integration: We will redevelop the integration to eliminate duplication and ensure that all bank statements are captured accurately. Our approach will optimize data flow between IFMIS and CBK, ensuring that the reconciliation process is both efficient and error-free. Proactive Alerting Mechanism: To improve monitoring and issue resolution, we will introduce an alerting system that detects failed processes in real-time. This will enable the IFMIS team to address issues proactively, minimizing downtime and ensuring timely resolution of any disruptions in the reconciliation process.	**See System Re-engineering Plan Section of Technical Proposal**

Uploading of invoices and delivery notes by suppliers, as well as certificates of completion for works, was developed using Oracle Application Framework (OAF) and customized to align with existing procurement regulations. This involved customizing the Advanced Shipment Notices (ASN) workflows to implement goods acceptance and approval processes, as well as linking the invoicing processes with goods acceptance. However, this configuration has encountered several long-standing issues. The Page 119 of 203 bidder will be expected to conduct a thorough technical review and redevelopment and address any gaps to ensure proper functionality	**Y**	ounterhouse Consultants (CHC) will conduct a comprehensive technical review of the existing invoice and delivery note uploading system, developed using Oracle Application Framework (OAF) and customized for compliance with procurement regulations. We recognize the critical importance of this system in streamlining supplier interactions and ensuring alignment between goods acceptance, invoicing, and approval processes. Our approach will involve: Technical Review and Gap Analysis: We will perform an in-depth analysis of the Advanced Shipment Notices (ASN) workflows, goods acceptance processes, and the integration with invoicing. This will identify the root causes of the long-standing issues and any misalignments with procurement regulations. System Redevelopment: Based on the findings, CHC will redevelop the affected components to resolve all gaps and ensure seamless functionality. Our redevelopment efforts will enhance the efficiency of the goods acceptance and invoicing processes, ensuring that workflows are properly configured and aligned with government procurement requirements.	**See System Re-engineering and Enhancement Plan Section of Technical Proposal**

Design, Implementation, and rollout of new solutions

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	In line with government policy on digitization the following modules are required to be developed and integrated within IFMIS system for the purposes of recognizing budget and expenditure for the tasks they will be designed to perform. d) Enterprise asset management for management of fixed assets e) Imprest and Employee Claims management f) Integration of Fixed Assets with procurement process to auto updates fixed asset register. The vendor is expected to implement enhancements for new processes to support Fixed asset processes and employee claims settlement.	Y	Counterhouse Consultants (CHC) will implement the required enhancements within IFMIS to support new processes for managing fixed assets and employee claims, aligning with the government's digitization policy. Our solution will focus on developing and integrating the following modules: Enterprise Asset Management: CHC will implement an enterprise asset management module that provides comprehensive management of fixed assets. This will enable efficient tracking, maintenance, and depreciation of government assets while ensuring compliance with financial reporting standards. Imprest and Employee Claims Management: We will develop a module for managing imprest and employee claims, streamlining the process from request to settlement. This will improve accountability, transparency, and efficiency in handling employee claims and advances. Integration of Fixed Assets with Procurement: CHC will integrate the fixed assets module with the procurement process to ensure automatic updates to the fixed asset register when new assets are acquired. This integration will enhance accuracy in asset management and ensure seamless updates across related processes. Our enhancements will ensure that IFMIS is fully equipped to support these new processes, improving overall efficiency and ensuring compliance with government policies.	**See System Re-engineering and Enhancement Plan Section of Technical Proposal**

Technology Enhancements on the current processes

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	a) Implementation of Oracle e-Business suite Mobile APPs for approvals, inventory management and requisition processes. b) Conversion of existing Oracle forms to OAF for use on self-service pages which are easier to use and train. The bidder is expected to implement Mobile APPs and convert existing forms to OAF to ensure most forms in IFMIS are self-service pages.	Y	Counterhouse Consultants (CHC) will support the implementation of Oracle e-Business Suite mobile apps and the conversion of existing Oracle Forms to Oracle Application Framework (OAF) to enhance the usability and accessibility of IFMIS. a) Oracle e-Business Suite Mobile Apps: CHC will implement mobile apps for key processes such as approvals, inventory management, and requisitions. These mobile apps will provide government personnel with real-time access to critical workflows, enabling faster decision-making and improving operational efficiency across MDAs and counties. b) Conversion of Oracle Forms to OAF: We will convert existing Oracle forms to OAF, enabling them to function as self-service pages. This transition will simplify the user experience, making the system easier to use and reducing training requirements. OAF-based self-service pages are also more accessible, flexible, and adaptable to evolving government needs.	**See System Re-engineering and Enhancement Plan Section of Technical Proposal**

Integration of Oracle APEX to IFMIS

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	Integrate Oracle APEX with IFMIS to establish a rapid application development framework, facilitating the creation of customized applications without the need for extensive coding. The bidder is expected to implement oracle APEX as a rapid application development tool for new custom modules	Y	Counterhouse Consultants (CHC) will implement Oracle APEX as a rapid application development framework within IFMIS, enabling the government to create customized modules with minimal coding. This integration will significantly enhance the agility of the IFMIS platform by providing a flexible, low-code environment for developing new applications tailored to evolving government needs. By leveraging Oracle APEX, CHC will: Accelerate Custom Module Development: Oracle APEX will allow for the quick creation of user-friendly, scalable applications, reducing development time while ensuring the robustness of each module. Enhance Customization: APEX's flexibility will enable the development of customized applications that align with specific government processes, ensuring that IFMIS can adapt to future requirements with ease. Our approach will empower IFMIS with a dynamic tool for ongoing improvements and customizations, fostering efficiency and innovation within government operations.	**See Oracle Apex Section of Technical Proposal.**

Implementation of Oracle Analytics

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	To modernize the analytics and provide a user-centric platform IFMIS needs to migrate from Oracle Business Intelligence Enterprise Edition (OBIEE) to Oracle Analytics. The bidder is expected to migrate OBIEE to Oracle Analytics and conduct user training for Oracle Analytics.	Y	Counterhouse Consultants (CHC) will manage the migration of IFMIS from Oracle Business Intelligence Enterprise Edition (OBIEE) to Oracle Analytics, ensuring a smooth transition to a modern, user-centric analytics platform. This migration will enhance the government's ability to access real-time data insights, improve decision-making, and deliver more intuitive analytics experiences. Our approach will include: Seamless Migration: CHC will conduct a thorough assessment of the current OBIEE setup and carefully plan the migration to Oracle Analytics, ensuring that all reports, dashboards, and data models are accurately transferred without disruption to ongoing operations. User Training: To maximize the benefits of Oracle Analytics, CHC will provide comprehensive user training, equipping government staff with the skills needed to leverage the platform's advanced capabilities, including data visualization, self-service analytics, and AI-powered insights. Our solution will empower IFMIS with cutting-edge analytics capabilities, enhancing the platform's overall effectiveness and improving data-driven decision-making across government operations.	**See Oracle Analytics Server Section of Technical Proposal**

Switch from IFMIS e-procurement to EGP				
Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	While IFMIS has been extensively used for automating e-procurement processes, the government is currently rolling out an end-toend e-Procurement System (e-GP). This system aligns with the PPAD Act of 2015 and the 2020 procurement regulations. To ensure seamless integration of the e-GP system with IFMIS while maintaining financial reporting integrity, several integration points have been identified for development. The consultant will be expected to finalize the integration requirements and support the required APIS, enhance system to maintain controls after migration of e-Procurement to e-GP and conduct UATs with relevant users to ensure seamless integration of the developed component	Y	Counterhouse Consultants (CHC) will support the seamless integration of the government's end-to-end e-Procurement System (e-GP), aligned with the PPAD Act of 2015 and 2020 procurement regulations, with IFMIS. Our goal is to maintain financial reporting integrity and ensure smooth operations during and after the migration of e-Procurement to e-GP. Our approach will include: Finalizing Integration Requirements: CHC will work closely with stakeholders to finalize the integration points between e-GP and IFMIS. This includes defining the necessary APIs and ensuring that the integration supports key financial reporting and procurement workflows. System Enhancements and Controls: We will enhance the IFMIS system to maintain existing internal controls during and after the e-Procurement migration, ensuring that financial reporting remains accurate and secure throughout the process. User Acceptance Testing (UAT): CHC will conduct thorough UATs with relevant users to validate the integration, ensuring that the developed components function seamlessly and meet operational requirements.	**See System Integration Plan and Data Migration Plan Sections of Technical Proposal**

Enhancements of Pending Bills management processes in IFMIS

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	The pending bills process involves processing of unsettled payments in previous financial periods this has been implemented in IFMIS, however Enhancements are required to improve the process and make it more efficient. The consultant will be required to collect requirements for enhancement, design and implement the proposed enhancements from pending bill creation, approvals to payment settlement.	Y	Counterhouse Consultants (CHC) will enhance the existing pending bills process in IFMIS to improve its efficiency and streamline the management of unsettled payments from previous financial periods. Our approach will ensure the process is optimized from the creation of pending bills through to approval and final payment settlement. Key steps in our solution include: Requirements Gathering: CHC will engage relevant stakeholders to collect detailed requirements for the enhancements needed in the pending bills process. This will ensure that the system improvements align with user expectations and operational needs. Design and Implementation: Based on the gathered requirements, CHC will design and implement enhancements to streamline the workflow for creating, approving, and settling pending bills. Our goal is to reduce processing times and ensure that payment settlements are handled with greater efficiency. Our solution will deliver an optimized pending bills process that improves financial management within IFMIS and enhances transparency in the handling of unsettled payments.	**See System Re-engineering and Enhancement Plan Section of Technical Proposal**

Cash Management Enhancements

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	The consultant will be required to implement Enhancements to resolve issues in cash management processes these include. q) Re-configure the SOA integration with CBK to ensure statements are received are complete. r) Develop exceptional reports to show the flow of bank statements up to reconciliation. s) Re check the reconciliation process to automate the loading of statements in bulk t) Development of reports to support accrual-based accounting and budget absorption u) Development of reports as stipulated by PSASB and COB from time to time	Y	Counterhouse Consultants (CHC) will implement essential enhancements to the cash management processes within IFMIS to address and resolve existing issues. Our key actions will include: Reconfiguring SOA Integration: We will reconfigure the Service-Oriented Architecture (SOA) integration with the Central Bank of Kenya (CBK) to ensure that all received bank statements are complete and accurate, maintaining data integrity for effective reconciliation. Developing Exceptional Reports: CHC will create exceptional reports to detail the flow of bank statements leading up to the reconciliation stage, enhancing transparency in cash management activities. Automating Reconciliation Process: We will review the reconciliation process to automate the bulk loading of bank statements, significantly reducing manual intervention and potential errors. Supporting Accrual-Based Accounting: We will develop reports that support accrual-based accounting and budget absorption, ensuring compliance with financial reporting standards. Meeting Reporting Requirements: Lastly, CHC will establish a framework to develop reports as required by the Public Sector Accounting Standards Board (PSASB) and the Controller of Budget (COB) as needed. These enhancements will streamline cash management processes and strengthen financial controls within IFMIS.	**See System Re-engineering and Enhancement Plan Section of Technical Proposal**

Integration

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	IFMIS is envisioned to integrate with other government systems through standard Page 121 of 203 integration mechanism. The bidder shall be required to develop atleast 10 integrations every year.	Y	Counterhouse Consultants (CHC) is dedicated to enhancing the functionality of IFMIS by enabling seamless integration with other government systems through standardized integration mechanisms. Our plan includes developing at least 10 integrations each year, ensuring effective connectivity with various government entities. This proactive approach will facilitate smooth data sharing and improve overall operational efficiency. To achieve this, we will implement a standardized integration framework that adheres to best practices, promoting consistency and reliability in the connections between systems. In addition, CHC will engage closely with relevant stakeholders to identify specific integration requirements, ensuring that the solutions developed meet the unique needs of each government entity involved. We will also establish performance monitoring tools to assess the effectiveness of the integrations, enabling proactive management and timely adjustments as needed. Through these initiatives, CHC aims to create a robust integration landscape that enhances the capabilities of IFMIS, fostering improved collaboration and data interoperability among government systems.	**See System Integration Plan Section of Technical Proposal**

Development of new Enhancements

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	During the course of the support new enhancements may be required to support changes in existing regulations and processes. These will require to be developed within the system to ensure compliance and user adoption on the processes. The bidder will be expected to implement new changes to ensure that the system is aligned with existing laws and regulations as and when laws change.	Y	Counterhouse Consultants (CHC) recognizes the importance of adapting IFMIS to accommodate changes in existing regulations and processes during the course of our support. To ensure compliance and promote user adoption of the necessary processes, CHC is committed to implementing new enhancements as required. Our approach will involve continuous monitoring of regulatory changes and evaluating their implications for the IFMIS system. This proactive stance will allow us to identify areas that require modification or enhancement in a timely manner. When changes in laws and regulations occur, CHC will work closely with relevant stakeholders to assess the impact on existing processes and develop the necessary adjustments within the system. By fostering open communication and collaboration, we will ensure that the enhancements align with legal requirements while enhancing user experience. This commitment to adaptability will not only ensure compliance but also empower users to navigate the system effectively, ultimately supporting the efficient functioning of government operations.	**See System Re-engineering and Enhancement Plan Section of Technical Proposal**

User Definition enhancement

Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	The National Treasury IFMIS department is responsible for Government employee definition ensuring their rightful details are recorded in the system. To enhance efficiency the department wishes to reorganize this function by allowing users to be uploaded/obtained from the government payroll. The bidder shall be expected to enhance the user definition module HRMS module.	Y	Counterhouse Consultants (CHC) acknowledges the critical role of the National Treasury IFMIS department in accurately defining government employees and ensuring that their details are recorded in the system. To enhance efficiency in this function, CHC proposes a comprehensive enhancement of the User Definition module within the Human Resource Management System (HRMS). This enhancement will allow for seamless integration with the government payroll system, enabling user details to be uploaded directly or obtained from payroll records. By automating this process, we aim to reduce manual data entry errors and improve the accuracy of employee information within IFMIS. In collaboration with the National Treasury, CHC will develop the necessary functionalities to support this integration, ensuring that the user definition process aligns with government policies and procedures. Our approach will involve thorough testing and user training to facilitate smooth adoption of the new enhancements. By streamlining the user definition process, CHC aims to improve overall operational efficiency, enabling the National Treasury IFMIS department to focus on strategic initiatives that enhance public service delivery.	**See System Re-engineering and Enhancement Plan Section of Technical Proposal**

Sound IT Platform fully supporting				
Req No	Requirement Description	Compliance(Y/N)	Vendor's Comments on the Proposed Solution	Cross Reference in Brochure/Document
	The IFMIS security will also be reviewed for security and relevance in line with technological advancements while aiming to control the cost of running the system. Given the criticality of IFMIS, the vendor will be required to implement enhancements in the following areas: - xi. Authentication and Access Control xii. Data Encryption xiii. Auditing and Monitoring xiv. Data Masking and Sub setting xv. Database Vault xvi. Label Security xvii. Resource Management xviii. Patch Management xix. Backup and Recovery Security xx. Advanced Security Options	Y	Counterhouse Consultants (CHC) understands the paramount importance of robust security measures for the Integrated Financial Management Information System (IFMIS), especially in light of ongoing technological advancements. To ensure that IFMIS remains secure, relevant, and cost-effective, we will conduct a thorough review of the existing security framework and implement necessary enhancements across several critical areas. Our focus will include strengthening Authentication and Access Control mechanisms to ensure that only authorized personnel have access to sensitive data. Additionally, we will prioritize Data Encryption, Auditing and Monitoring, and Data Masking and Subsetting to protect sensitive information and maintain compliance with regulatory standards. Furthermore, CHC will implement advanced security features such as Database Vault, Label Security, and Resource Management to safeguard against unauthorized access and ensure the integrity of the system. We will also establish Patch Management protocols and enhance Backup and Recovery Security processes to mitigate potential risks and ensure business continuity. By integrating these enhancements, along with Advanced Security Options, CHC aims to provide a comprehensive security solution that not only protects the integrity of IFMIS but also supports the overall operational efficiency of the National Treasury.	**See System Re-engineering and Enhancement Plan Section of Technical Proposal**