



17 September 2019

Infinite Business Technology Solutions
17004 Sande Crescent,
Graniteside
Harare,

Zimbabwe

Dear Sir/Madam

**RE: INVITATION TO TENDER FOR AN INTEGRATED ENTERPRISE RESOURCE
PLANNING (ERP) SYSTEM FOR MIMOSA MINING COMPANY**

The above subject refers.

You are hereby invited to tender for the provision of the following information and telecommunication technology at Mimosa Mine, 32km west of Zvishavane.

1. BACKGROUND

Mimosa Mine takes this opportunity to invite interested software solution vendors experienced in the implementation of Integrated ERP systems to make proposals to this exciting programme of work. Experience in implementation of a similar solution in the mining sector, especially platinum mines will be an added advantage, *but, however please NOTE that this is not a prerequisite.*

If you are a provider of this kind of solution, please review the attached spreadsheet that contains key requirements and respond by completing columns **D, E, F, G, H, I** and also providing any relevant information relating to your solutions.

2. GENERAL TENDER SPECIFICATIONS

The tender is for the procurement, implementation, training, maintenance and support of the ERP system. The ERP project scope in this tender will constitute of the following solutions:

- a) A solution for financial and sales management i.e. split into corporate and mine operations. (Most importantly we need to be able to satisfy reporting requirements for two different shareholders.)
- b) A solution that will integrate with third part Geo/Survey software
- c) A solution for Production management (both mining and concentrator)
- d) A solution for the Lab and quality control
- e) A solution for Inventory and purchasing management
- f) A solution for Enterprise assets management



- g) A solution Sales and Logistics
- h) A solution for Quality and Health & Safety management
- i) A solution for Contracts management

Mimosa Mining Company is embarking on a business information transformation programme and is reorganising its information systems as a strategic move to enhance its corporate integrity. The company intends to establish a centre of excellence in supporting the core processes and systems to add value to its operations.

2.1 CURRENT SYSTEMS

All applications currently run on Microsoft Windows platforms. These systems include MineRP CAD, Surpac (systems that Geo-Survey uses), SCADA that controls the plant machinery and plant throughput, Syspro as a financial and accounting system for the Mine and ACCPAC as financial and accounting system for the Head office. Other Systems include Onkey, a Maintenance System, Absalom a stand alone HR System and a stand alone Access control system. Most of the mine's reports are not linked and they are produced using Microsoft office based products.

2.2 NEED FOR NEW SYSTEMS

Due to technological trends, our business now requires technology that can support real-time/online processing and reporting with a facility for communicating and sharing information between various stakeholders at the click of a button. Shortcomings were noted in the current systems that cannot address current challenges.

2.3 TERMS OF REFERENCE

Proposals which meet our user requirements/specifications are invited for the following critical parts of the project:

- a) Implementation cost,
- b) Training cost,
- c) Post implementation support,
- d) Custom developed software,
- e) Proprietary Software license cost.
- f) Project implementation Plan /timeframes

Please NOTE that all costing SHOULD be itemised.

2.4 IMPLEMENTATION

The vendor will be expected to specify details relating to planning and implementation of the solution as well as provide a detailed project plan and technical specification in the following areas:

- a) Hardware and Network requirements,
- b) Installation of the solution at the Mine site with remote connectivity,
- c) Testing of all solutions,
- d) Super user and End user training, and
- e) Post implementation support (warranty period).

2.5 NUMBER OF SYSTEMS USERS

For implementation purpose, the estimated number of users for the first phase stands at 142. The actual number of users will be increased in due course.

2.6 OTHER ACTIVITIES

For planning purposes visits are expected to commence second week of **October 2019**. Please note that you are expected to provide at least three functional reference sites relevant to the mining sector which may be visited by an evaluation team. Product demonstrations/presentations will need to be conducted at your premises to the same evaluation team.

3. PERFORMANCE SECURITY

The successful tenderer will be required to provide performance security in the form of a contractor liability insurance or professional indemnity or any form of security acceptable to Mimosa for discussion purpose provide a figure.

4. SHE REQUIREMENTS

Mimosa is **ISO 45001:2018** and **ISO 14001:2015** certified.

The successful tenderer will be required to comply with applicable SHE requirements as provided in the attached Contractor Safety Document.

5. OTHER CONDITIONS

Your tender documents should include the following:

- i) Detailed implementation programme indicating specific timeframes.
- ii) Detailed bill of quantities inclusive of all costs and showing the cost breakdown including any travel, accommodation and subsistence costs that may be required,

- iii) Details of experience in conducting work of similar nature (traceable references for project of a similar nature previously undertaken).
- iv) A list of key personnel and proof of their qualifications and experience.
- v) Capacity to fund the work or to provide the required services, for example company financials for the past three (3) years.
- vi) Warranties and guarantees on offer,
- vii) Proposed performance security to be given by the supplier- professional indemnity, performance bond, contractor liability insurance or any other acceptable form of performance security,
- viii) Detailed plan/programme showing ability to meet Mimosa SHE requirements (see attached Contractor's Safety Document).
- ix) Company profile (*indicating company directors*) and record of experience, copies of registration documents and tax clearance certificates.

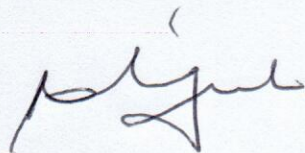
You are required to submit **five copies** of your tender, which must indicate price inclusive of VAT and any other necessary information enclosed in a sealed envelope, clearly marked, **MIMOSA MINING COMPANY TENDER FOR AN INTEGRATED ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM** and addressed to either **The Chairman, Tender and Procurement Committee, Mimosa Mining Company, P. Bag 638 Zvishavane** or **The Chairman, Tender and Procurement Committee, Mimosa Mining Company, 12 Kenilworth Road, Newlands , Harare.**

The tender must be hand delivered or couriered to Mimosa on or before the end of day on **Friday 04 October 2019.**

Mimosa Mining Company does not bind itself to accept the lowest or any other tender.

Yours Faithfully

For and on behalf of Mimosa Mining Company,



E. Chiguba

CHAIRMAN - TENDER AND PROCUREMENT COMMITTEE