

# Request for Proposal (RFP) First Stage

## Supply, Delivery, Installation, Configuration, Implementation, Commissioning, Training and Maintenance of Shared KYC System for LankaPay (Pvt) Ltd. RFP No: LPPL/CB/ 2023/036/S1

- LankaPay (Private) Limited (LPPL) is a limited liability company incorporated in Sri Lanka in 2002 and jointly owned by the Central Bank of Sri Lanka (CBSL) and the Licensed Commercial Banks in Sri Lanka. LankaPay is expecting to follow the two-stage bidding process for supply, delivery, installation, configuration, implementation, commissioning, training and maintenance of Shared KYC System for LankaPay (Pvt) Ltd.
- Request for Proposal (RFP) in the 1st stage follows the General Procurement Notice (GPN) for obtaining the initial technical and financial proposal under the RFP No. LPPL/CB/ 2023/036/S1.
- Bidding will be conducted using the National Competitive Bidding procedures specified in the LPPL procurement guidelines and is open to all Bidders from eligible source countries that meet the following minimum qualification criteria.
  - The Bidder either as a single party or a joint venture shall have a presence in Sri Lanka.
  - The Bidder shall have experience in a similar business area during the last 5 years.
  - The Bidder shall have experience in implementing e-KYC systems internationally or locally.
  - The Bidder shall have experience of working with financial institutions for the past 5 years.
  - The Bidder shall have a total turnover of LKR 300 million (or equivalent in foreign currencies) in the last 3 years.
- Interested eligible Bidders may obtain further information from Manager - Procurement of LankaPay by emailing to [bids@lankapay.net](mailto:bids@lankapay.net) or calling +94112356932 or +94762589494 from Monday to Friday during office hours.
- A soft copy of the bidding document can be purchased by interested bidders who are qualified as per the above mentioned eligibility criteria by submitting an email to [bids@lankapay.net](mailto:bids@lankapay.net) with a company profile and upon payment of a non-refundable fee of LKR5,000.00 (Sri Lankan Rupees Five Thousand.) The payment should be made to the following account number of LankaPay and while mentioning the name of the company in the reference field of the payment remittance. Proof of evidence for non-refundable payment should be attached with the email request.
  - Account No. 0000000899
  - Account Name: LankaPay (Private) Limited
  - Bank Name: Bank of Ceylon (Bank Code.7010)
  - Branch Name: Corporate Branch (Branch Code.660)
- A pre-bid meeting for potential bidders has been scheduled on 21<sup>st</sup> June 2023 at 4.00 PM at the LankaPay premises at Level 18, Bank of Ceylon head office, 'BOC Square', No. 1, Bank of Ceylon Mawatha, Colombo 01.
- The two-stage bidding process will be as follows:
  - The first stage will consist of a technical proposal and a financial proposal which should be submitted in separate envelopes.
  - Bidder shall list any deviations to the technical and commercial conditions set forth in the bidding document and/or add any alternative technical solution with a justification provided that such deviations or alternative solutions do not change the essential requirements specified in the bidding documents.
  - Following the evaluation of first stage bids, a bidder that adequately meets the minimum acceptable qualification criteria and has submitted a sufficiently technically responsive bid may be invited to attend a clarification meeting(s), during which the bidder's proposal will be reviewed.
  - Any required bid-specific changes, additions, deletions, and other adjustments will be noted and recorded in a memorandum, or, if amendments are of a general nature, will be promulgated via an addendum to the bidding documents.
  - Bidders may not be invited to submit second stage bids, if their first stage bids contain departures from the requirements in such numbers or of such nature that making the bids fully responsive in the remaining time for the two-stage process cannot reasonably be expected. All other suitably qualified and eligible bidders, however, shall receive invitations to submit second stage bids.
  - The second stage bid will consist of:
    - The updated technical bid incorporating all changes required as recorded in the bidder-specific memorandum, and/or an addendum to the bidding document issued subsequent to the first bidding-stage.
    - The supplementary price proposal to the initial financial bid, if applicable.
- First stage technical and price bids must be delivered to the address below on or before 5th July 2023, at 3.00 PM local time. Late bids will be rejected.
- The outer sealed envelope containing the sealed technical proposal and sealed financial proposal in two separate envelopes should be marked "The Proposal-Stage1: IFB No. LPPL/CB/2023/036/S1 - Shared KYC System for LankaPay (Pvt) Ltd" on the top left-hand corner. The bidder's and LankaPay's name and address should also be stated in the outer sealed envelope.

Manager - Procurement  
LankaPay (Pvt) Limited  
Level 18, Bank of Ceylon Head Office  
"BOC Square", No. 01,  
Bank of Ceylon Mawatha,  
Colombo 01, Sri Lanka.

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