



## GEOHERMAL DEVELOPMENT COMPANY

P.O. Box 100746 – 00101,

NAIROBI, KENYA

[www.gdc.co.ke](http://www.gdc.co.ke)

### REQUEST FOR EXPRESSION OF INTERESTS (EOI) FOR PROVISION OF CONSULTANCY SERVICES FOR AN INFORMATION SYSTEMS AUDIT TENDER REF NO: GDC/IA/EOI/010/2023-2024

#### 1.0 INTRODUCTION

Geothermal Development Company (GDC) is 100% state-owned corporation registered under the Companies Act (CAP 486). It was incorporated in 2008 as a special purpose vehicle to accelerate the development of Geothermal Energy in Kenya. GDC is under the Ministry of Energy & Petroleum (MoE&P) and it has offices in Nairobi, Nakuru and Kapkerwa in Baringo. Currently, the company's major operations are in Menengai Caldera and Paka in Nakuru and Baringo Silali Geothermal fields respectively.

GDC operates on a SAP R/3 ERP 6.0 system and has implemented FICO, MM, HCM, PS, FM, PM and AIS modules in its aim to execute its mandate efficiently and effectively. To ensure that the information systems safeguards the company's assets, maintains data integrity and operates effectively & efficiently, the company seeks to engage the services of an Information Systems consultant to undertake an Information System's audit.

#### 2.0 OBJECTIVE

The objective of the consultancy is to carry out a comprehensive evaluation of the SAP system and provide assurance on the following key issues:

- a) Evaluate the general IT and Application controls for adequacy and propose measures to mitigate gaps/deficiencies/risks thereon if any.
- b) Assess system development/configuration management controls to provide reasonable assurance that the system operates as intended.
- c) Access other general controls to prevent unauthorized access.

#### 3.0 SCOPE OF THE CONSULTANCY SERVICES

**SAP ERP configuration & Security**

The objective of the SAP audit/assurance review is to provide management with an independent assessment relating to the effectiveness of configuration and security of the organization's SAP ERP architecture.

- a) The review will focus on configuration of the relevant SAP ERP components and modules within the enterprise. The specific components and modules will be based upon the risks introduced to the enterprise by these components and modules.
- b) Perform controls maturity analysis: Assess SAP system practices against best practice
- c) Review the disaster recovery and business continuity plans for SAP system

**The tasks to be performed include but are not limited to: -**

- i. Functional evaluation of modules FI, CO, MM, PM, HCM, FM & PM
- ii. Evaluation of segregation of functions
- iii. Review of roles, transactions and critical objects in SAP
- iv. Evaluation of application controls
- v. Integrity of the system (to include data validation and interface management).
- vi. Evaluation of the security architecture. Verify whether GDC is operating according to various cybersecurity standards, regulations and guidelines
- vii. SAP vulnerability assessment
- viii. Review of SAP licensing.
- ix. Review of business cycles developed in SAP system
- x. SAP system process configuration.
- xi. Technical Modules SAP Basis & SAP ABAP
- xii. SAP system integration to other applications (Smart Medicare system, Employee Self-Service (ESS) and Host to Host Banking system)

### **Deliverables and Outcome**

The Information System's audit is expected to be completed within one month. The Draft report highlighting findings, exposure/risk, impact and recommendation will be presented to management for review and to obtain their comments with the final report being presented to the Board Audit Committee.

## **4.0 ELIGIBILITY CRITERIA**

The Consultant/firm is required to meet the following eligibility criteria:

- a) The firm must have an understanding of SAP best practice processes and requirements, and be highly conversant in SAP tools, exposures and functionality
- b) The firm should demonstrate at least 8 years of SAP software consulting experience in Public sector; including but not limited to the following SAP modules: BASIS, Financial Accounting & Controlling, Human Capital Management, Material Management, Funds Management, Projects System and Plant Maintenance. Consultants of the selected firm should be SAP certified in their respective SAP module/modules with minimum seven (7) years of experience.

- c) Profiles of at least three (3) key personnel with relevant educational background and experience

**The firm should also provide the following;**

- a) A brief description of the methodologies to be used to successfully undertake the audit.
- b) Certified by SAP to provide consultancy services.
- c) Certificate of Registration/ Incorporation Certificate
- d) Valid VAT Certificate/ PIN Certificate.
- e) Valid Tax Compliance Certificate

**NB: - Tenderer's who meet the above mandatory requirements shall be invited to participate in the Request for Proposal Document "RFP".**

A complete set of the EOI document may be downloaded from the website [www.gdc.co.ke](http://www.gdc.co.ke) or PPIP Portal [www.tenders.go.ke](http://www.tenders.go.ke) free of charge. Bidders who download the EOI document from the website **MUST** forward their particulars immediately to [procurement@gdc.co.ke](mailto:procurement@gdc.co.ke) for records and any further tender clarifications and addenda.

## 5.0 CLARIFICATIONS

Any form of clarification can be sent to GDC at least seven (7) days before the closing date of the expression of interest and must be sent in writing via electronic mail.

The Manager Supply Chain  
Geothermal Development Company  
Kawi House, South C  
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Tel: 0719037000  
Email: [dkyaka@gdc.co.ke](mailto:dkyaka@gdc.co.ke); [pkapto@gdc.co.ke](mailto:pkapto@gdc.co.ke) copy to [procurement@gdc.co.ke](mailto:procurement@gdc.co.ke)  
Copied to; [gshitsama@gdc.co.ke](mailto:gshitsama@gdc.co.ke)

Any further updates to this EOI will be posted to GDC website [www.gdc.co.ke](http://www.gdc.co.ke) and [www.tenders.go.ke](http://www.tenders.go.ke)

## 6.0 EOI SUBMISSION

The completed tender documents submitted in two copies “ORIGINAL” and “COPY” in plain sealed envelopes clearly marked with **Tender No. and Tender reference name**; shall be addressed to:

**Managing Director & CEO,  
Geothermal Development Company  
P.O Box 100746-00101  
NAIROBI, KENYA**

and deposited in the tender box at Ground Floor GDC office Kawi House, South C off Mombasa Road, Red Cross Road on or before **Monday 11<sup>th</sup> September 2023 at 11.00am**.

Tenders will be opened immediately thereafter in the presence of the tenderers or their representatives who choose to attend at Kawi House, South C GDC Board Room Ground Floor.

Late tenders will not be accepted.

**MANAGER, SUPPLY CHAIN**