



ROAD TRANSPORT AND SAFETY AGENCY

RTSA/CON/01/2020: REQUEST FOR EXPRESSION OF INTEREST FOR AN INDIVIDUAL CONSULTANT FOR THE SUPERVISION OF THE IMPLEMENTATION OF THE ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM

The Road Transport and Safety Agency (RTSA) has set aside funds in its 2020 Annual Work Plan (AWP) for the Design, Installation, Implementation and Commissioning Of an Enterprise Resource Planning (ERP) System and intends to apply part of these funds for the hire of an Individual Consultant for the supervision of the implementation of the ERP system as Project Manager.

The ERP Project Manager will take technical and functional leadership in the areas of ERP system design, implementation, administration, problem resolution, support, process mapping, system testing and development, security access, and training for internal and external users and clients. The ERP Project Manager should be a critical thinker and problem-solver with great attention to detail and communicate effectively with end-users at all levels of the organization.

The duration of the assignment is **Twelve (12No.) months.**

The RTSA now invites eligible consultants to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

Qualifications and skill requirements are as follows:

- Five (5) years demonstrated experience as ERP Project Manager or similar role
- Bachelor's degree in a related business discipline
- Thorough knowledge of IT systems and applications
- Ability to troubleshoot and repair issues during application ramp-up
- Effective communication and interpersonal skills
- Excellent attention to detail
- Excellent organizational and project management skills
- Ability to be an effective team leader as well as a contributing team player
- Experience with ERP's (SAP, Oracle, Priority ERP etc.) or Inventory Systems (WMS, Purchasing Software)
- Experience with project development software (MS Project, etc.)

The Consultant will be selected in accordance with the *Selection based on Consultant's Qualification* as set out in the Public Procurement Regulations of 2011.

Interested eligible bidders may obtain further information from the Road Transport and Safety Agency, Procurement Department at the address given below from 09:00 – 16: 00 hour's local time or email: jmmumba@rtsa.org.zm .

Expressions of interest (1original and 3copies) must be submitted in sealed envelopes, bound and clearly marked **“Provision of Consultancy Services for the supervision of the implementation of the ERP system”** and addressed to the Chief Executive Officer, Road Transport and Safety Agency, 7th Floor, Premium House, Independence Avenue, Lusaka, Zambia.

Expressions of interest shall be deposited in the Tender box on the 8th Floor at Premium House, Independence Avenue, Lusaka, Zambia, not later than **Friday, May 29, 2020 at 10:30 hours local time.**

Acting Procurement Specialist
For/ Director & Chief Executive Officer
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