

# Request for Expression of Interest

**Date: 22/12/2015**

## Purpose

The Eastern Railway Employees' Co-operative Bank Ltd. (referred to in this document as ERECB), is undergoing a series of application implementations (including a CBS implementation) in an effort to improve its processes and fuel its growth. The Bank plans to forge ahead with cutting edge technologies and innovative new banking models.

The purpose of this Expression of Interest (EOI) is therefore to invite responses from interested vendors towards meeting one or more of the items identified in the 'Scope' Section.

## Scope

Below are the 3 areas ERECB is inviting responses for through this EOI:

- Data Migration
- Data digitization
- SSWF application building

## Data Migration

ERECB is having a Legacy application and other supplementary applications implemented at its HO and Branches. ERECB is looking for interested vendors for data migration of the following data inside its Oracle based legacy system (RDBMS Oracle 10g, Form 6i and Report 6i) and Accounting Tally system.

Level of Digitization	Data Entity	Volume	Digitized data format
Digitized	Cheque Summary		Tally
Digitized	Ledger Data (oracle)	6,548,789 rows	Oracle
Digitized	Asset Data (Share, CRBD, Loan)	7,805,099 rows	Oracle
Digitized	Batch Vouchers, Cash Vouchers	7,989,776 rows	Oracle
Digitized	CO7 Summary	317341 rows	Oracle
Digitized	Dividend recipient list	688,500 rows	Oracle
Digitized	Loan Data	319,087 rows	Oracle
Digitized	Member Master	329,438 rows	Oracle
Digitized	Suspense Data	20,497 rows	Oracle

The scope of the migration is as below -

1. Reconciliation of the General ledger balance in Tally on a particular date (to be provided by ERECB) against the balances of the Personal ledger in Oracle system on the same date. This

balance should be prepared in the CBS consumable format. During the reconciliation the data errors in the Oracle system should be identified and documented.

2. The transaction level data from that particular date onwards till the Go-Live of CBS application needs to be converted into proper double entry accounting format, which is CBS consumable format. The transaction data errors / mismatch (if any) in Oracle data should be fixed by ERECB during this conversion. The data migration vendor should be responsible for making a tool to perform this conversion as well as data fix for known errors. These converted data should be stored and maintained until CBS is ready to consume them.
3. The tool should also calculate the NPA
4. The following reports should be generated by the tool
  - a. Personal ledger reconciliation report that will be developed on mutual understanding between the Vendor and ERECB
  - b. General ledger reconciliation report will also be developed in the same manner as aforesaid.
  - c. Trial balance
  - d. Daily outstanding balance in Loan accounts
  - e. Daily outstanding balance in CRBD accounts
  - f. Daily outstanding balance in Share capital Account.

### ***Digitisation of manual data***

The scope includes data entry from hard copy to a basic computerized tabular format for the following non-digitized data.

<b>Level of Digitization</b>	<b>Data Entity</b>	<b>Hard Copy Volume</b>
<b>Non-digitized</b>	non computerised branch data	60,000 Customer A/C
<b>Non-digitized</b>	Investment Register	1 Book

### ***Application for the Operations of the Shareholders and Staff Welfare Fund (SSWF)***

The SSWF is a separate fund maintained to provide assistance to Shareholders and Staff of ERECB, including subsidised stay at holiday homes, as well as providing monetary assistances towards spectacles, dentures, medical, educational expenses, etc.

ERECB invites vendors who are interested in designing an application to facilitate the smooth operations of the SSWF. A brief of the functional requirements of the application are captured below:

- Holiday Home
  - Application to help SSWF track booking, maintenance and room rent payments to different holiday homes
- Monetary assistances
  - Applicants can apply for such assistances through the application and upload necessary documentation

- SSWF can track such applications via the platform and update the status of the applications and trigger payment of such assistances to the applicant
- Accounting
  - The application should track all transactions and perform necessary accounting

The vendor should also be responsible of moving all the required data from the existing system to the new system from a cut-off date to be provided by ERECB.

## **Response**

Interested vendors with development center in Kolkata can respond to this EOI and specify which of the 3 areas would be catered to by the solution being provided. Vendors must have had prior experience working with Cooperative Banks CBS implementation and should be registered in India.

Vendors can respond for one or more scope. But, each response must contain only one scope and should not be more than 5 pages each.

**Vendors should response on or before 07/01/2016 on their company Letter Head to the CEO of ERECB (The Eastern Railway Employees' Co-operative Bank Ltd.) in a sealed envelope.**

The response should attach the following information –

1. Company Profile
2. Company registration certificate
3. Relevant experience in the last 5 years
4. Annual audited turn-over for the last 3 years