

REQUEST FOR INFORMATION (RFI)

RFI #:	FY22-Corus International- Procurement Enterprise Resource Platform (ERP) Module
Purpose:	The purpose of this RFI is to identify a suitable ERP for organization's procurement department use (up to 20 users license)
Issue Date:	January 12, 2022
Closing Date:	January 28, 2022
Questions Due:	January 24, 2022
Anticipated Award Date:	TBD
Anticipated Award Type:	Fixed Price Contract

Corus Procurement Ethics

Corus International and its family of organizations are committed to a transparent and ethical procurement process aiming to achieve the best value for money, fairness, integrity, and doing business in compliance with the US government regulations, the beneficiaries, donors, and partners' interests.

Corus does not allow accepting any monetary transaction, gratuity, or compensation of any type from current or potential vendors or suppliers in exchange for or as a reward for a business. Therefore, all potential vendors and suppliers taking part in this solicitation must not offer fraud, bribery, or kickback to an employee or staff of Corus. Any vendor or supplier violating these standards will be automatically disqualified for doing business with Corus in the future.

A comprehensive list of Corus's ethical standards as well as information on how to report any violation pertaining to this solicitation (Corus's Integrity and Ethics Reporting Hotline) is found here: <https://corusinternational.org/ethics-and-policies-corus-international>.

INTRODUCTION:

Founded in 1945, Lutheran World Relief (LWR) is a U.S.-based 501(c)3 organization with a mission to end poverty, injustice, and human suffering. LWR focuses its work on humanitarian assistance and long-term development, laying a foundation for resilience, sustainable adaptation to climate change, and the strengthening of value chains.

Headquartered in Baltimore, Maryland, LWR has an annual operating budget of \$50 million, with funding from Lutheran individual and congregational donors, U.S. Agency for International Development (USAID), the United States Department of Agriculture (USDA), the Bill & Melinda Gates Foundation, the Margaret A. Cargill Philanthropies, and others. LWR’s programmatic approaches promote collaboration between public and private institutions to achieve shared impact. In the past 10 years, LWR has successfully executed more than \$60 million in restricted funding from the U.S. government, foundations, and the private sector.

IMA is a global, faith-based nonprofit that helps developing communities overcome their public health challenges. Founded in 1960 as Interchurch Medical Assistance, today's IMA works alongside governments, non-governmental organizations, faith-based and secular agencies to bring the best in science and public health programming to some of the world's most challenging environments. With offices in six countries and more than \$100 million in annual revenue, IMA is a vibrant, growing agency working to achieve health, healing and well-being for all.

IMA offers sustainable and efficient solutions to health-related problems that are far too common in the developing world. IMA believes all people are children of God and thus deserve to lead healthy and productive lives. The founding members of IMA World Health, Protestant Churches and church-based organizations chose to be intentionally ecumenical to provide health services and to build healthy communities around the world. We can do more together than alone; that spirit of joint action remains foundational to IMA today.

IMA World Health and Lutheran World Relief combined in 2020 to create Corus International. Corus International is the parent organization of Lutheran World Relief and IMA World Health, two brands that operate as a single organization.

RFI REQUIREMENT:

Corus invites qualified suppliers to submit offers plus perform a demo of the offered ERP free of cost to Corus in accordance with the requirements and specifications listed in this document. Quotes must be received by Corus no later than the date and time indicated in the RFI cover page.

Deliverables:

- A: The proposed ERP (up to 20 licenses) should at minimum cover the automation of the following:
 - i. Procurement Request Form
 - ii. Request for Proposal and Request for Quotation
 - iii. Proposals Collection
 - iv. Contract and Purchase Order Issuance
 - v. Goods and Services Receipt Notice
 - vi. Generate Procurement Report

B: The proposed ERP must be customizable to the possible extent to accommodate changes, revisions, and additions at the request of the Corus procurement department.

C: The vendor should provide a demo of the proposed ERP at free cost for Corus Procurement Team.

D: The proposal must include Itemized breakdown of one-time installation, maintenance, hosting, and training costs where applicable.

Note to the Offeror: This RFI is non-binding and in no way obligates Corus to award any contract. Corus reserves the right to purchase any or all of the items requested, to adjust quantities if necessary, or to make no purchase. Firm commitment to purchase is not established until a written order is issued by Corus. Corus will not pay for a vendor's quote preparation costs and demos presentation.

ATTACHMENT B. QUOTE COVER SHEET

Vendor Name: _____

Physical address: _____

City, State, Zip: _____

Primary Contact: _____

Tel: _____

Fax: _____

Email: _____

Name of Authorized Official to Sign Contract: _____

Title of Authorized Official: _____

Certification: I certify that information provided is true and correct. The offer is valid for a minimum of 90 days.

Signature: _____

Date: _____

ATTACHMENT C. PAST PERFORMANCE

Complete the table below. Please include contact information for past customers that can provide professional references for your organization.

VENDOR NAME: _____

#	Reference Contact Name	Organization Name	Telephone	Email	Date Services Performed	Type of Services Performed

ATTACHMENT D. PAST PERFORMANCE

SUBJECT: NDAA Section 889 Vendor Compliance Inquiry

Dear

This letter is to inform you that we are conducting a supply chain review in accordance with the interim rules published on August 13, 2019 (84 Fed. Reg. 40216) and July 14, 2020 (85 Fed. Reg. 42665) implementing Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (“Section 889”), United States Public Law 115-232 (August 13, 2018), which prohibits U.S. Government contractors from providing to the U.S. government or using equipment or services produced or provided by certain Chinese entities based on national security concerns.

We ask that you conduct a commercially reasonable review of the devices, components, technology and/or services being provided to Corus International to determine whether any of them contain “covered telecommunications equipment or services” under Section 889 (or the interim rule.) Prohibited telecommunications and security equipment and services include those designed, developed, manufactured or supplied by entities listed below or persons affiliated with their ownership or control.

1. Huawei Technologies Company
2. Dahua Technology Company
3. Hangzhou Hikvision Digital Technology Company
4. Hytera Communications Corporation
5. ZTE Corporation
6. Any subsidiary or affiliate of the above entities

Should any “covered telecommunications equipment or services” be identified now or at any time during the period in which you are providing products or services to Corus International, please provide the Original Equipment Manufacturer (OEM) name, Model Number, a description of the equipment or services and the Purchase Order number, Service Contract or

Company Name: _____

Responsible Party: _____

Title:

Signature: _____

Date: