



# ***Eastern Africa Farmers Federation***

## **Expression of Interest**

(by the consulting firm in response to the REOI issued  
by the procuring entity)

for

*Development of a store management system*

Ref No: ***GASFP/1.1.2/22***

**Issue Date: 22/12/21**



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# ANNEX 1

## PRELIMINARY TERMS OF REFERENCE

### **Consulting Services for Development of a store management system**

#### **1. Client**

The client for this assignment is Eastern Africa Farmers Federation (EAFF)

#### **2. Country background**

The launch of mobile money across East Africa has been instrumental in driving formal financial inclusion, and thus poverty reduction, throughout the region. The substantial growth in formal financial inclusion over the past decade has been driven by mobile financial services.

In Rwanda, formal financial inclusion has increased from 21% in 2006 to 68% in 2016, of which only 26% of the population use commercial banks, compared to 60% of the population that use mobile financial services.

In Uganda, formal financial inclusion has increased from 21% in 2006 to 58% in 2018, of which only 11% of the population use commercial banks, compared to 56% of the population that use mobile financial services.

This context informs e-GRANARY's decision to develop a payment gateway that will enable digital payments for all the farmers on the platform.

#### **3. Background on project**

EAFF with the support of key partners, founded a mobile platform called e-GRANARY. The platform is outfitted with numerous features destined to help connect smallholder farmers to markets, secure access to quality certified seeds and finance to fund their activities.

The overall intention of the GASFP MMI project is to scale out e-GRANARY's innovative ICT mobile technology to facilitate product aggregation, provide timely weather and extension advice, digitize and deliver different loan products to farmers and allow for close monitoring of agricultural campaigns. It is in line with EAFF new strategic plan 2020-2028; whose major thrust for EAFF is for commercially viable smallholder farming units.

#### ***Project components:***

Component 1: Access to Services: Registration campaign, platform establishment, partnership development, roll out of products. Specifically, this component wants to achieve:

Component 2: Capacity Building and Knowledge Management:

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#### 4. Background of the assignment

- a) Store Management System is an online software application which fulfills the requirement of a typical Stock Analysis in various godowns. It provides the interface to users in a graphical way to manage the daily transactions as well as historical data. Also provides the management reports like monthly inwards, monthly deliveries and monthly returns.
  - i. This application maintains the centralized database so that any change done at a location reflects immediately.
  - ii. This is an online tool so more than one user can login into system and use the tool simultaneously.
  - iii. The aim of this application is to reduce the manual effort needed to manage transactions and historical data used in various godowns.
  - iv. Also this application provides an interface to users to view the details like the daily Stock Statements of all godowns.

#### 5. Overall objectives

The Project Goal is to improve the income and living standards of participating e-Granary smallholder farmers in Tanzania, Uganda and Rwanda.

The Project Development Objective is to increase productivity and profitability of participating E-Granary farmers.

#### Anticipated project outcomes include:

- E-granary platform will be working with 50,000 smallholder farmers registered onto the e-Granary;
- Smallholders will have increased market access - 22,000 MT of product worth >7M USD sold on the market by smallholder farmers;
- Smallholders will have increased access to financial services - 16,700 small holder farmers receive credit on their mobile phones;
- Smallholders will have increased access to extension services - 22,000 small holder farmers' access agriculture extension services via mobile phones.

#### 6. Objectives of the assignment

- e-GRANRY is soliciting for a reputable company/ service provider which is registered in Kenya in developing warehouse management software to propose for the development of an integrated web-based and offline inventory management system to enable stakeholders manage receiving, issuing and generate reports on the inventory between specified period of time.

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- The system will operate as web based and offline responsive software thus making it
  - possible for both mobile phone users and computer users to be able to utilize the
  - system provided, they have internet access and an offline data entry from anywhere.

## **7. Scope of work**

Brief scope of work:

In order to achieve the proposed system above, e-granary request for the service provider to propose on the following work flow procedures: -

- i. Consultative meetings
  - a) e-GRANARY will require meetings with the project stakeholders to fully scrutinize their requirements and confirm if the provided proposal by the successful service provider do fulfill the requirements.
- ii. System Design and Prototyping
  - a) Because e-GRANARY will be fully aware of what the system should be able to capture and output in its operations; and what the users expect from the system, a system prototype will be developed and presented to further seal off on what will be discussed in the consultative meetings.
- iii. Final system development
  - a) Based on feedback got after interacting with the prototype, the service provider will develop the final system. During this stage, the service provider will still require more interaction with the users for clarification on specific issues during development and testing of each module and after integrating all modules.
- iv. Installing, testing and debugging the final system
  - a) The contracted service provider will carry out the installation of the system and tests will be done to ascertain that the system works well in the production environment. Corrections (final touches) will be made accordingly.
- v. Development of user manuals and user training
  - a) The contracted service provider/company will have to develop comprehensive user manuals which will be used during the user training.

### **Key features expected of store management solution:**

- i. Web Presence: The system shall have to be hosted on its dedicated domain or subdomain hosted on a stable secure server to ensure that data /information is available whenever its requested.

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- ii. User management: The system will have to provide secure user registration who can be assigned different access rights and working groups depending on the organization structure and reference.
  - iii. Analysis reports: The system will have to provide detailed custom analysis reports on stock, inventory, offices and users and system usage between specific period of time.
  - iv. Data extraction: The system will support exporting/downloading of datasets to other programs such as Microsoft Excel, csv, pdf for further analysis and reporting.
  - v. Audit trail: The system will have to maintain a detailed level of tracking and recording of user activities on the system regarding access to the system, and modifications of data therein.
  - vi. Backup: The system should have backup capability to avoid loss of data in case of any disaster on our dedicated server

## **8. Capacity building and transfer of knowledge**

## **9. Reports and schedule of deliverables**

- a) Stock / inventory management:
  - i. Add new stock / inventory
  - ii. View the current stock/inventory
  - iii. Search inventory stock and generate report of the received stock between specific period of time
  - iv. Record stock items that moves out of the warehouse
  - v. Generate a report of items issued out between specific period of time
  - vi. Track officers/staff that received specific items/stock
  - vii. Track officers/staff that issued specific items
- b) Planting inputs voucher module:
  - i. issue unique order tracking identification
  - ii. track and report planting inputs store/inventory mangment
  - iii. report farmer planting inputs distribution status
  - iv. integrate with loan dispersment reporting
- c) Users & user roles management:
  - i. Admin will be able to add new users to the system and capturing user biodata

- ii. Admin will be able to add user roles like data entrance, reviewers, Quality analysts and defining the roles of what they should access in the system
  - iii. System logs reports (know who logged in and when)
  - iv. System activity/usage report (know who logged in and what he did)
  - v. Generate performance reports of each user who logged in between specific periodof time
- d) ADMINISTRATORS:
- i. Admin will have option to register users to the system
  - ii. Admin can suspend /disable users from system
  - iii. Admin can change user roles and access privileges
  - iv. Admin can create other branches/offices and add users from these respective offices
  - v. Admin can perform Graphical analysis and summaries of reports
  - vi. Admin can perform appointments between specific period of time)
  - vii. Each user will be mapped to specific office by the admin
  - viii. Email notifications on scheduled to users and managers

<b>MAJOR ACTIVITIES</b>	<b>Description</b>	<b>Duration(days)</b>
<b>TIMELINES S/N</b>		
1	Consultative meetings	5
2	System Design and Prototyping	15
3	Final System Development and testing of all modules	20
4	Installation, Testing and Debugging	5
5	User manuals and Training	3
6	Official Commissioning	2
<b>TOTAL</b>		<b>50</b>

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## 10. Consultant's qualifications and experience

### Key expert 1: Team leader

#### Qualifications and skills

- The expert should have good experience in inventory management, production control, Quality management and delivery process.
- Minimum 10 years of experience in warehouse management especially in the development of warehouse policy guidelines.
- Minimum Second degree in management

### Key expert 2:

#### Qualifications and skills

- 3+ years of experience in full-stack web development
- Proficiency in PHP, Laravel, JavaScript, HTML5, CSS3 and React Js
- Hands-on experience in writing modular code with proper routing with proper client/server setup
- Proficiency in the database schema
- Familiar with Git and SSH
- A strong problem-solver with an inquisitive and innovative mind.

## 11. Location and period of execution

The Consultant should complete the task within 60 days from signing of the contract. The Consultant will propose a detailed work plan schedule which will be finalized later with e-GRANARY.

e-GRANARY Technology Manager's office shall be responsible for managing supervision of the consultant and administration of the contract

## 13. Services and facilities to be provided by client

- APIs for integrating to e-GRANARY platform
- Notification services
- Organize a coordination meeting
- Provide feedback when and where necessary
- Payment to the consultant as per agreement
- Hosting infrastructure

## 14. Services and facilities to be provided by the consultant

- Integration work
- Development work
- Testing (UATs/FATs)
- Quality control
- Training



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- System Application full Documentation

## ANNEX 2

### Qualification and Evaluation Criteria

*[Insert criteria related to required qualifications and experience of the firm, such as core business and years in business, relevant experience, technical and managerial capability of the firm. The qualifications and experience of key experts shall not be included in the shortlisting criteria as the shortlisted firms will be asked to submit a detailed technical and financial proposal which is then negotiated.]*

***[Sample below]***

Item	Criteria	Points
For specific experience, evidence shall include successful experience in the execution of <b>at least 2 projects</b> of a similar nature and scope of works during the <b>last 10 years</b> .		
<b>A.</b>	<b>General experience</b>	<b>30</b>
i	General experience: Firm has been in existence for 10 years	10
<b>B.</b>	<b>Specific experience</b>	<b>70</b>
i	Experience in setting up a data archiving and retrieval system	15
ii	Experience in designing and implementing capacity building and organizational information systems for public or non-profit organizations in developing countries	40
iii	Experience in data validation and verification procedures	15
	<b>Total Points</b>	<b>100</b>
	<b>Minimum points required to pass</b>	<b>70 points</b>