

Outsourced, Hosted Integrated Finance/Administration Solution

Expression of Interest Required by 31st January 2003

The Office of the High Representative in Bosnia & Herzegovina (OHR) seeks Expressions of Interest from suitably qualified and experienced companies or agencies who are able to provide the following services:

A. An integrated software system for Administration and Finance

to include treasury, accounting, purchasing, inventory, human resources, payroll and other functions. Ideally such software must be applicable to non-profit organizations such as OHR. The software must be able to support multiple currencies. Availability of 'best practices' for the customization of the software will be considered an advantage.

B. Outsourced hosting of the software system

to include a managed hardware/software environment on which the software solution will be hosted with secure, encrypted access for OHR offices in Bosnia & Herzegovina, using an (existing) public Internet connection.

Expressions of Interest should include:

- a description of the hosting facility, the hardware and software platform(s) and the applications.
- a sample Service Level Agreement.
- details of local application support in Bosnia & Herzegovina both during and after the installation phase.

Please note that this is a request for expression of interest only, and subsequent bidding for the project will be by invitation based on the interest received.

If you are able to send all the necessary information by fax or by e-mail, you should send to +387 33 283 565 or tender@ohr.int. If mail is more appropriate for your submission you can send it to following address

Head of Procurement

OHR

Emerika Bluma 1,

71000 Sarajevo, BiH

We recommend the use of a courier to assist timely receipt.

In any case your response must be received **NO LATER than 31 January 2003.**