

## **PRE-NIT NOTICE FOR DATA MIGRATION AUDIT**

It is proposed to conduct the Pre-NIT meeting in hybrid mode (participants may join physically or virtually) with the prospective bidders for finalization of RFP for Data Migration Audit on 14th February 2023, Tuesday at 11 AM at CIL (HQ), Kolkata in ERP conference room. The link may be intimated in due course and will be available at the same location.

The notice is being published for intimation to all prospective bidders to give their suggestions and participate in the Pre-NIT Meeting. The suggestions may be sent to [gmerp2.cil@coalindia.in](mailto:gmerp2.cil@coalindia.in).

### **1. OBJECTIVE OF DATA MIGRATION AUDIT**

1. **CIL** has appointed Tech Mahindra & Accenture to implement SAP system (**ECC 6.0**). **CIL** intends to appoint a third-party auditor for auditing the data migration activity to ensure that the data migration from source system to target system is in order, hence to obtain a reasonable assurance for the quality of data, efficiency of data migration process and stability of data environment.
2. In order to provide the required assurance, the bidder is required to consider and achieve the following data migration audit objectives:
  - To provide an assurance that data requirements for the target system have been appropriately identified and documented. In order to achieve this objective, the bidder must understand and validate the data migration related documentation such as approved data migration plan, blue print documents, master data requirements, transaction data requirements and historical balances etc.
  - To provide an assurance that the collection and conversion method for each data element has been appropriately identified and documented by understanding and validating information such as details of data conversion, data translation method etc.
  - To provide an assurance, that the timing and sequencing for converting data elements has been appropriately identified and documented by understanding and validating information such as master data conversion methodology, transactional data conversion/ methodology etc.
  - To provide an assurance, that the existing source data is accurately and completely migrated by understanding and validating migration controls such as record counts/check sums etc. used for the process and performing automated tool-based audit of the migrated data vis-à-vis source data.

## 2. LEGACY SETUP OF SYSTEM

Earlier, **CIL** had implemented COALNET/IBS/Other Legacy System such as excel sheet and manually maintained data to cover all the operations of **CIL**. The application was deployed at different servers with Oracle as backend database.

The earlier system of COALNET/IBS/Other Legacy System in the **CIL** comprised following modules:

- Production and Planning Module (PP): Data maintained in Excel sheets & registers
- Sales and Distribution Module (SD): Maintained in CoalNet
- Plant and Machinery Module (PM): Information maintained manually or in Excel sheets.
- Project Systems Module (PS): Maintained in MS-Project, Excel Sheets and MDMS software maintained by CMPDI.
- Finance and Control (FI/CO): Maintained in CoalNet
- Human Capital Management (HCM): Maintained in CoalNet
- Material Management Module (MM): Maintained in CoalNet/IBS
- Payroll module: Maintained in CoalNet/IBS

## 3. NEW SETUP OF SAP SYSTEM

CIL has implemented/upgraded its existing COALNET/IBS/Other Legacy System to the SAP (ECC 6.0). The new technical SAP landscape in CIL is as follows:

SN	SAP System	No. of Servers	OS and DB
1.	Production System	04 (2 for SAP application and 2 for SAP database)	Windows 2008 Enterprise SQL2005

The new system specifications implemented at the Disaster Recovery Site (DR) are as follows:

SN	SAP System	Qty	OS and DB
1.	Production System	02 (1 for SAP application & 1 for SAP Database)	Windows 2008 Enterprise SQL 2005

The implementation of upgraded SAP in **CIL** comprised of the following modules:

<b>SN</b>	<b>Department</b>	<b>Application Name</b>
1	Finance and Other Associated Departments	FICO Module
2	PMD in CIL, PP in subsidiaries	PS
3	MM, Civil, CMC and other departments	MM
4	Production & MIS	PP
5	HR, Admin & Premises Department	HCM
6	Excavation, E&M, E&T, System etc.	PM
7	Sales & Sales Accounts Department	SD
8	Welfare, Medical & Finance	CPRMSE

#### **4. TENTATIVE SCOPE OF WORK**

1. Description of the envisaged scope is enumerated in the subsequent sections. However, **CIL** reserves the right to change scope of the RFP considering the size, complexity of the Data Migration Audit job.
2. **CIL** has appointed Tech Mahindra & Accenture as implementation partner for migrating the existing COALNET/IBS/Other Legacy System to its latest version (ECC 6.0). The SAP vendor has migrated all data from source systems.
3. Based on the contents of the RFP, the Bidder shall be required to carry out Data Migration Audit as also propose data migration audit methodology, tools which are suitable for **CIL**, after taking into consideration the effort estimated for execution of the same and the resource and the equipment requirements. **CIL** expressly stipulates the Bidder's selection under this RFP on the understanding that this RFP contains only the principal provisions for the entire assignment and that delivery of the deliverables and the services in connection therewith are only a part of the assignment. The Bidder shall be required to undertake to perform all such tasks, render requisite services and make available all such resources as may be required for the successful completion of the entire assignment at no additional cost to **CIL** notwithstanding what is stated here and what is not stated but underlying intent.
4. **CIL** will not accept any plea of the Bidder at a later date for omission of critical services on the pretext that the same was not explicitly mentioned in the RFP.
5. Reconciliation of the overall migration of data from old system (source systems) to the new system (target system).

6. Assessment of the reliability of the financial data/other critical data files transferred to the new system.
7. Comparison of pre-migration and post-migration data for checking integrity issues (if any).
8. Proper mapping of GLs (General Ledgers) from old system to new SAP system.
9. Verification of financial and non-financial data transferred from legacy system to new SAP system and perform the following audit checks:
  - a) Data integrity checks:

Pre-migration and post-migration data sets should be compared for data integrity issues. Data integrity checks should check the following data parameters:

    - I. Raw data integrity
    - II. Data relations
10. To ensure that the data in the new migrated environment qualifies the integrity and reliability tests and in case of any errors or mistakes are identified, suitable counter measures will be recommended by the Auditor for mitigating their impact.
11. Estimated Volume of Data to be audited:

The estimated volume of data may be around 200,000,00 (200 Lacs) of rows to be audited. This figure is indicative. The actual volume may be higher or lower than the indicative volume. It is the responsibility of the Project Leader of CIL & subsidiaries to make the data available for audit.
12. Positioning of resources:

Resources for the audit are to be positioned at CIL & subsidiary Hq for conducting the audit work.

**5. TENTATIVE ELIGIBILITY CRITERIA**

- a) This e-Tender is open to only to Data Migration Audit Firms with Minimum Qualification Requirements (MQR). MQR for the bidder are given in the Table II below.
- b) Compliance of MQR criteria qualifies the bidder for opening of financial bid. It, however, does not qualify the bidder for the award of contract.

S No	Eligibility Criteria	Documentary Evidence
1	The participating consulting firm should be registered under The Companies Act, 1956 or as amended, or an LLP firm/ Partnership firm under The Partnership Act 1932.	<ol style="list-style-type: none"> <li>1) Certificate of Incorporation</li> <li>2) Pan Card</li> <li>3) GST Registration</li> </ol>
2	The participating consulting firm should be in operation in India for a period of the last 3 years as on bid submission date.	<ol style="list-style-type: none"> <li>1) Certificate of Incorporation</li> <li>2) Pan Card</li> <li>3) GST Registration</li> <li>4) Experience Certificate from Authorized signatory</li> </ol>
3	The participating consulting firm should have an average annual turnover of 5 crore in the last three Financial Years (FY 2019-20, 2020-21 and 2021-2022).	<ol style="list-style-type: none"> <li>1) Audited Financial Statements</li> <li>2) Certificate from the Statutory Auditor</li> </ol>
4	The participating consulting firm should have a Positive Net Worth for the three financial years (FY 2019-20, 2020-21 and 2021-2022).	<ol style="list-style-type: none"> <li>1) Audited financial statements</li> <li>2) Certificate from the Statutory Auditor</li> </ol>
5	The bidder should have past experience in conducting similar data migration in SAP environment audit for at least three years as on 30 <sup>th</sup> June, 2022.	<ol style="list-style-type: none"> <li>1) Copy of Work Order/Contract Agreement</li> <li>2) Completion Certificate</li> </ol>
6	The participating firm preferably should have experience of Data Migration Audit of at least three Central Government/ PSU/State Government/ State PSU.	<ol style="list-style-type: none"> <li>1) Copy of Work Order/Contract Agreement</li> <li>2) Completion Certificate</li> </ol>
7	The company should have minimum 50 qualified persons on the role of the firm handling Data migration Audit.	<p>Following professional qualification will be considered for qualified person: (CA/ICWA/MBA/BBA/BE/ B.Tech/ MCA/BCA)</p> <p>Certificate from authorized signatory for the professional qualification.</p>