TENDER FOR BUDGET ENTERPRISE MANAGEMENT SYSTEM (BEMS)

BRIEFING SESSION

21 JULY 2026, TUESDAY

CONTENT

Session 1

- Briefing on the project
- Q & A

Session 2

- Briefing on tender compliance
- Q & A

SESSION 1:
PROJECT OVERVIEW

PROJECT OBJECTIVE

- The Tender invites proposals for the development and implementation of the *MCMC Budget Enterprise Management System* ("**BEMS**") as MCMC's centralised platform for managing budgets and expenditures.

- The system will support structured and streamlined financial planning, allocation, and monitoring.

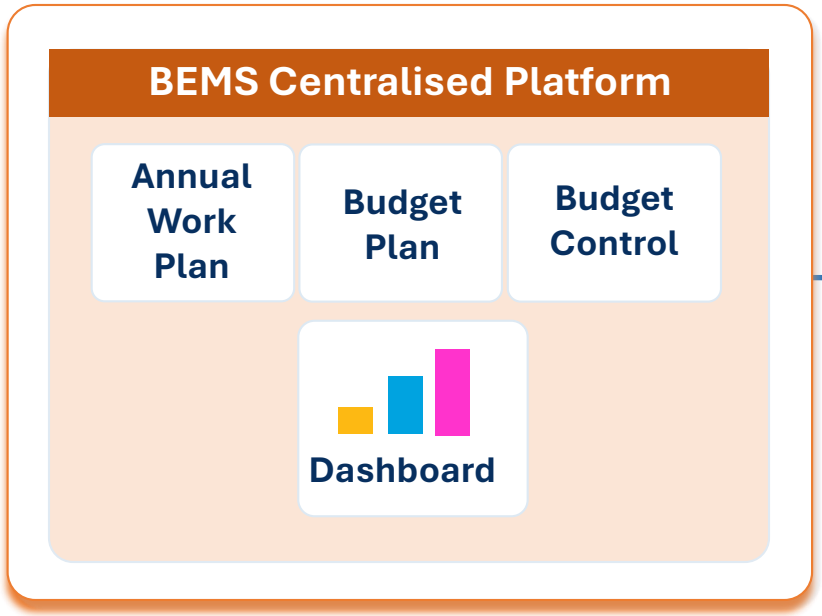
- It will also feature AI-enabled validation and recommendation mechanisms, integration with MCMC internal systems, and real-time analytic.

- The system will be designed and implemented to support real-time tracking and reporting capabilities

WHAT IS EXPECTED FROM BEMS

BEMS is a **centralised platform** designed to **automate** and streamline the end-to-end budgeting process, from planning to monitoring and reporting. It seamlessly **integrates with existing MCMC systems,** providing **real-time data visibility** and improving accuracy, efficiency, and decision-making.

- Replaces manual and fragmented budget processes
- Improves budget visibility across divisions and cost centre
- Supports approval control, monitoring and reporting



Integrated Data Sources

BEMS connects key data points to enable real-time updates and budget monitoring.

- **SIFS**
  Financial and Actual Data Flow
- **MyHR**
  HR employee information
- **Procurement**
  Commitment and obligation data

Key Capabilities

01 **Budgeting**
Prepare, manage and consolidate budgets.

02 **Approvals**
Online workflow and audit trail.

03 **Integration**
Connect SIFS, HR and Procurement.

04 **Reporting**
Dashboards and timely reports.

05 **Analytics**
Insights for better decisions.

SCOPE OF WORK (HIGH-LEVEL)

The Successful Tenderer is required to carry out the scope of work listed below:

Core Functional Requirements

- Annual Budget Preparation
- Budget Checking and Control
- Budget reporting Analysis

Infrastructure, Security & Technical Requirements

The system shall comply with MCMC's enterprise IT standards and seamlessly integrate with existing systems .

Project Management Requirements

The project shall be executed in accordance with the MCMC Project Management Framework

Training Requirements

- The system implementation shall include comprehensive training and knowledge transfer

Support & Maintenance Requirements

- The system shall include comprehensive support, maintenance, and monitoring mechanisms in compliance with MCMC's service standards

SCOPE OF WORK (1/4) - FUNCTIONAL

Category	Deliverables	Outputs	Mandate
Core Functional Requirements			
Annual Budget Preparation	1. **Budget Submission and Templates that are customizable** aligned with MCMC budget formats 2. Support for **multiple budget types** (departmental, divisional, centralised, cross-functional) 3. Allow each submission to be **mapped to COA** and synchronized with Oracle. 4. Linkage with **Annual Work Plan (AWP)** 5. **Consolidation** of submissions (department, division, sector)	Standardised submission process across all divisions with mapped COA and charge accounts. Budgets are aligned with the AWP, consolidated bottom-up and top-down, ensuring consistency across the organisation.	Mandatory
Master Data & Integration	1. **Real-time integration** with Oracle/SIFS (COA, GL, Cost Centres) 2. **Bi-directional data exchange** with validation and reconciliation Integration with • HR for manpower planning and payroll elements • Procurement system for encumbrance data (PR and PO) • Financial system for actual figures 3. Support for **budgeting of core income and non-core income**	Accurate financial and personnel data ensures reliable budgets. Licensing and other income are forecasted automatically, reconciled with financial ledgers, and linked to HR information for comprehensive coverage.	Mandatory
Versioning & Control	1. Support **multiple budget versions** (draft, working, final) 2. Version locking/unlocking with administrator rights 3. **Copy-forward** from prior year's budget/actuals 4. **Open/close period** controls for submissions	Budgets are version-controlled and locked once finalised. Administrators manage submission timelines while prior years' budgets can be reused, ensuring efficiency and governance.	Must Have
Income & Revenue Planning	1. **Revenue income budgeting** with linkage to license start/end cycles 2. Include other income sources (rentals, training, investments, interest)	Licensing revenue forecasts are automatically generated from validity periods. Other income sources are budgeted with supporting details, ensuring completeness and reconciliation.	Mandatory

SCOPE OF WORK (2/4) - FUNCTIONAL

Category	Deliverables	Outputs	Mandate
Core Functional Requirements			
Analysis & Reporting	1. Tools for **variance and trend analysis** 2. **Dual tracking** by GL accounts and projects/events	Variance analysis and forecasts are available at cost centre and account levels. Dual perspectives (financial vs project) improve insight. Dashboards and Excel integration support flexible analysis for executives and finance teams.	Must Have
	3. Historical, current, and forecast analysis support **MS Excel integration** for export/import/database link 4. **Interactive dashboard**s with drill-down		Optional
Workflow, Approval & Security	1. **Configurable** multi-level approval hierarchies 2. Role-based access control and **Comprehensive audit trails.** 3. Preparation of justifications and KPIs	Approval workflows reflect organisational structure. Access is restricted to relevant users. All activities are traceable, with documented justifications and KPIs improving accountability.	Mandatory
	4. Automatic translation of budget write-ups into Bahasa Malaysia	Budget justifications and reports available in dual language (English and BM) for consistency in reporting.	Optional
	5. Integrated chatbot/virtual assistant for FAQs and user guidance	Users receive real-time assistance during submission, reducing reliance on manual support and improving usability.	Optional

SCOPE OF WORK (3/4) - FUNCTIONAL

Category	Deliverables	Outputs	Mandate
Functional Requirements			
Budget Verification & Availability Checks	1. **Real-time budget availability check** integrated with SIFS 2. Automatic **blocking of requests exceeding** allocations. 3. **Drill-down** to charge account details 4. Restrict budget check **access by cost center and chart of account segment.** 5. **Project budget verification** with potential integration to digital signature (optional)	Users can verify funds availability instantly, with drill-down to detailed account level. Overspending is automatically prevented. Access is limited by responsibility areas, ensuring compliance. Optional digital signature integration enhances security.	Mandatory
Periodic Reviews & Reporting	1. Input and update budgets for quarterly and mid-term reviews 2. **Generate consolidated reports** for periodic reviews 3. **Multi-version reporting** through dashboards	Reviews are standardised across cycles. Consolidated reports support management oversight, while dashboards provide insights into multiple versions.	Mandatory
Workflow & Approval Process	1. **Workflow capability** for input, review, and approval 2. Virement workflows for transfer requests 3. Capable to enforce/set for limit on **compliance with Financial Limit of Authority** (LoA) 4. Support for digital signatures (Optional) 5. **Allow attachments** for justifications	Approval processes are automated with full compliance to authority limits. Virements are routed through workflows with supporting documents. Optional digital signatures strengthen governance.	Must Have
Budget Virements & Transfers	1. Intra-departmental and expenses-level transfers 2. Cross-department/division virements based on authorization limit. 3. **Carry forward** of unutilised budgets to next period	Budget owners can perform virements within or across divisions, with full traceability. Unutilised funds can be carried forward, reducing waste.	Mandatory
Audit & User Support	1. **System audit** trail of updates, transfers and approvals. 2. Embedded Ai assisted chatbot to facilitate users with FAQs and virement checks	All budget actions are fully traceable, supporting audits and compliance. Users can access self-service support via chatbot for guidance.	Must Have

SCOPE OF WORK (4/4) - FUNCTIONAL

Category	Deliverables	Outputs	Mandate
Functional Requirements			
Management & Operational Reporting	1. **Standard** management, budgetory and system administrative **reporting** (e.g. budget vs actual, exceeded budgets) 2. **Highly flaxible reporting** that capable to generate as when required base on available matrix such as department, division, cluster, COA dependent and other information that are available. 3. **Multi-version** reporting dashboards 4. **Custom report creation** by end-users/ **Report writer** to assist user on generating the consolidated reporting	Executives and managers receive consistent reports by organisational unit. Dashboards enable multi-version comparisons. Users can optionally design custom reports for specialised needs.	Mandatory
Variance & Forecast Analysis	1. Seeded available **Analysis Reporting** in dashboard/downloadable (actual vs budget vs forecast) 2. **Capable of Year End Analytic** on carried forward amount, filter and system capable on **carried forward rules** with multiple scenario (Encumbrance, Actual, Budget Balance and others)	Variance reports highlight overspending/underspending. Forecasting tools provide visibility into remaining fiscal commitments and future needs.	Mandatory
Entry Point Portal & Enquiry / Data Management	1. **Online portal/platform** for submissions, monitor deadlines, workflows task monitoring, transaction status monitoring, communications/social platform. 2. **Online enquiry** of budget status (approved, used, residual) 3. **Drill-down** to actual spend (AP), commitments (PR), obligations (PO)/ capable to store the information page.	Users access all budget information from a central portal, with real-time drill-down into financial elements. Transparency across budget utilisation improves accountability.	Mandatory
Historical Data & Traceability	1. **Storage and retrieval of historical** budget and actuals 2. **Workflow traceability** of approvals and activities 3. **Detailed audit trails** of transactions, changes, version updates	Historical records support trend analysis and audits. Every change is traceable, ensuring compliance and governance.	Mandatory
Artificial Intelligence (AI) and Intelligent Automation	1. Supports **predictive analysis and forecasting** using historical and current data to improve future budget planning and decision-making. 2. Identifies unusual spending patterns, budget variances, and data inconsistencies through **advanced reporting and analytical capabilities.** 3. Enables **AI-powered text and voice interactions** to assist users with budgeting functions, report generation, and information retrieval.	Improves budget forecasting and decision-making through AI-driven insights. Detects spending anomalies and data inconsistencies, while automating budgeting activities to increase efficiency, accuracy, and user productivity.	Mandatory

SCOPE OF WORK - TECHNICAL 1/3

Category	Deliverables	Mandate
Technical Requirements		
System Architecture	1. **On-premises** deployment at MCMC data center. 2. Provision of scalable architecture for nationwide use. 3. Ensure mobile device compatibility.	Mandatory
Security & Data Protection	1. **Centralized Authentication** (SSO/AAD) - Single Sign-On (SSO) authentication. 2. Enable user access via SSO with **Azure Active Directory (AAD)** for internal users. 3. Conduct regular security patching and updates.	Mandatory
Security Assessment	1. Engage certified third-party for security assessment (unless certified to self-assess). 2. Perform testing, remediation, and re-assessment until **all issues are fully addressed**. 3. Any source code change after UAT/FAT must undergo an **additional security assessment**. 4. All assessments must be conducted in a **Staging Environment**.	Must Have
Integration Requirements	1. Integrate with **Active Directory (SSO)** for centralized authentication 2. Bi-directional integration with **Oracle EBS Financial System** (budget uploads, validation, reconciliation). 3. Integration with **Digital Signature platforms** (e.g., MyTrust). 4. Integration with **HR System** (manpower planning, salaries, benefits). 5. Integration with **MS Excel** (export and analytical modelling). 6. Integration with **Procurement System** (PR/PO data for budget reservation/commitment).	Mandatory
Hosting & Backup Requirement	1. Implement daily automatic backups with recovery testing. 2. Provide disaster recovery mechanism for high availability. 3. Recommend backup storage and propose a detailed backup & restore procedure and dimensioning. 4. All backups will be operated by MCMC via enterprise Backup Infrastructure	Must Have

SCOPE OF WORK - TECHNICAL 2/3

Category	Deliverables	Mandate
Network Requirement	1. Describe the network architecture (LAN and WAN components) 2. Ensure network design is scalable for future system upgrades. 3. Network must be capable of operating on IPv6 with 100Mbps or 1Gbps capacities. 4. Provide a schematic network diagram showing server positioning in DMZ and Secure Zone.	Must Have
Project Management Approach		
Methodology & Planning	1. Methodology must align with the **MCMC Project Management Framework (PMF)**. 2. Requires a Project Management Plan (PMP) with the sub-plans (e.g., Communication, Risk, Security Assessment, Deployment, Training, etc).	Must Have
Governance & Communication	1. Must propose core personnel and a formal Communication Plan (*how*, *when*, *what*, and *to whom* project information will be distributed). 2. Requires two governing bodies: Steering Committee (key decisions, major change approvals) and Technical Committee (advisory). 3. Tenderer must **facilitate meetings**, record MOM, and resolve action items promptly.	Must Have
Project Phases	1. Project divided into three phases: **Pre-Implementation** (Details Planning, Resources Allocation, Scoping, etc), **Implementation** (including URS, Integration, Testing, Deployment), and **Post-Implementation** (Go-Live, Support). 2. Team formation must occur **two weeks before official kick-off**.	Must Have
Project Development Lifecycle	**1.** **URS:** Based on comprehensive study, requires stakeholder approval. **2.** **SRS:** Details functional/non-functional requirements (Use Case, Data Modeling). **3.** **SDS:** Details architecture, database, UI, and transaction design. **4.** **Source Code:** Must be version-controlled (e.g., GitHub, private mode), adhere to uniform conventions, and be surrendered to the Government repository.	Mandatory
Testing Activities	1. Requires separate testing team. **2.** **Unit Testing** must achieve **100% coverage**. 3. Testing sequence: UT -> ST-> SIT -> UAT -> FAT (in Testing Environment)	Mandatory

SCOPE OF WORK - TECHNICAL 3/3

<table>
<tr><th>Category</th><th>Deliverables</th><th>Mandate</th></tr>
<tr><td>Acceptance Criteria</td><td>1. Performance Test Criteria must meet to capable of supporting concurrent users, and Resource utilization</td><td>Optional</td></tr>
<tr><td>Implementation Documents</td><td>1. Must prepare and submit System User Manual, Operation Manual, and Technical Manual in Bahasa Melayu and English vxb (subject to Commission request), categorized by user roles (Admin, Normal User, etc.), before Go-Live.</td><td>Must Have</td></tr>
<tr><td colspan="3">Post Implementation & Support</td></tr>
<tr><td>Training</td><td>1. Training Plan: Must be provided, covering all user types (including remote officers/users).
2. Mandatory Knowledge Transfer: Must be sufficient to enable MCMC personnel to fully maintain, fine-tune, configure, and enhance the solution post-Go-Live. KT covers product, project team, helpdesk, admin, and infrastructure.</td><td>Must Have</td></tr>
<tr><td>Incident Management</td><td>1. The Tenderer Incident management process must align with MCMC guidelines.
<table>
<tr><th>Severity</th><th>Response Time</th><th>Resolution Time</th></tr>
<tr><td>Critical</td><td>30 minutes</td><td>4 continuous Hours</td></tr>
<tr><td>Major</td><td>30 minutes</td><td>24 continuous Hours</td></tr>
<tr><td>Low</td><td>30 minutes</td><td>72 continuous Hours</td></tr>
</table></td><td>Must Have</td></tr>
<tr><td>Change Management</td><td>1. All changes must be verified via testing, approved, and backed out if unsuccessful.
2. Strictly adhere to MCMC’s Change Management Process.
3. Prohibited from making Production changes without written CAB authorization.
4. Minor Changes (≤ 4 man-days) are non-chargeable.</td><td>Must Have</td></tr>
<tr><td>Monitoring & Penalties (SLA)</td><td>1. Implement continuous, real-time monitoring systems.
2. System Availability SLA: 99.95% over a year.
3. Alert MCMC/SOC upon threat detection in <= 30 minutes.
4. Penalty: Liability of a 5% penalty of the total support fee for each SLA breach.
5. Provide an SLA performance report in periodical IT Operation meetings
6. Must use MCMC’s ITSM tool/platform for all incident and change tracking</td><td>Mandatory</td></tr>
<tr><td>Serviceability, Warranty Period & Support Maintenance</td><td>1. Assist MCMC in identifying maintenance windows and ensuring support hours align with MCMC system operating hours. Agree on a preventive maintenance schedule.
2. Warranty must be provided for one (1) year (or mutually agreed period) after the deployment to production activities.
3. Support and maintenance provided for two (2) years upon expiry of warranty period.</td><td>Must Have</td></tr>
</table>

TENDER REQUIREMENTS

Category	Requirement
Mandatory Requirements for Tenderer to Participate	• Company that is incorporated in Malaysia and is required to have a **valid certificate** of registration issued by the Companies Commission of Malaysia (hereinafter referred to as "CCM"). • Must be a member of **Oracle Partner Network (OPN)** in order to support businesses in leveraging Oracle technology. (Require to provide certificate / letter that issue by Oracle)

FINANCIAL

- The Successful Tenderer shall be subjected to the verification and satisfaction of MCMC before the payment is disbursed according to the payment schedule stipulated in **Table 1—Payment Schedule** refer to Tender Document.

- Performance bond preferably in the form of Bank Guarantee (BG) at 5% of the total contract sum and the validity throughout the Work period and an additional twelve (12) months after the acceptance by MCMC of the Certificate Final Acceptance (CFA), to the satisfaction of MCMC.

SESSION 2:
TENDER COMPLIANCE

HOW TO PURCHASE TENDER DOCUMENT

URL : https://msmart.mcmc.gov.my/web/index.php

How to Participate MCMC **Open Tender**

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TENDER SUBMISSION

FINANCIAL

- Section 3
- Section 4
- Financial Checklist
- APPENDIX A – G

TECHNICAL

- Section 5
- Technical Checklist
- APPENDIX H,I,J

Financial Submission:
1 Original (hardcopy) + 1 Copy (hardcopy) + 1 digital copy of scanned documents in pdf format (USB flash drive) + Working File

Technical Submission:
1 Original (hardcopy) + 1 Copy (hardcopy) + 1 digital copy of scanned documents in pdf format (USB flash drive) + Working File

FINANCIAL SUBMISSION

No	Requirement	Details	Remarks
1	Submission of proposal before tender closing	Paragraph 7 ▪ To submit on or before 12pm, on specified date	Failure : Ground for disqualification
2	Submission of Tender Deposit (RM10,000)	Paragraph 12 ▪ Attach the Tender Deposit to the Form of Tender Document (Appendix B)	Failure : Ground for disqualification
3	Submission of **Appendix A** - Statement of Compliance	Paragraph 9 ▪ Declaration of compliance for terms of condition of the tender and salient terms on contract ▪ To state every paragraph under section 3 and Section 4 (para 16 -39)	Failure : Ground for disqualification
4	Submission of **Appendix B** - Form of Tender	Paragraph 10 ▪ Formal undertaking by the tenderer for this tender	Failure : Ground for disqualification
5	Submission **Appendix C** – Form for Business Profile (include all attachment)	Paragraph 11 ▪ Tenderers business profile information and submission of the required attachment	Failure : Ground for disqualification
6	Mandatory Requirement under paragraph 2 of the tender document	Paragraph 2 ▪ To shows tenderer's eligibility and competency for the tender	Failure : Ground for disqualification
7	**Appendix D** – Schedule of Price	Paragraph 10 ▪ To provide detailed price quoted	Failure : Ground for disqualification
8	**Appendix E** – Schedule of Price for Optional Extension of Support and Maintenance	Paragraph 10 ▪ To provide detailed price quoted	Failure : Ground for disqualification
9	Submission of signed **Appendix F**	Paragraph 15 ▪ MCMC Tenderer's Declaration – on anti bribery	Failure : Ground for disqualification
10	Submission of signed **Appendix G**	Paragraph 15 ▪ Declaration of Interest by Tenderers – to declare on the conflict of interest of the tenderers on this tender	Failure : Ground for disqualification

MCMC reserves the right to review, assess, and seek clarification from the Tenderers regarding their Tender Submissions

TECHNICAL SUBMISSION

No	Requirement	Details	Impact
1	Submission of **Appendix H** ▪ Statement of Compliance To The Terms And Conditions Of Scope Of Work And Specification	Paragraph 9 ▪ Compliance to the scope of work of the tender ▪ To state every paragraph under section 5 ▪ Submission of Tenderer's proposal	Failure : May impact your evaluation score
2	Submission of **Appendix I** ▪ List Of All Personnel That Shall Undertake The Work ▪ List of Experiences	Paragraph 43 ▪ List Tenderer competency and experience	Failure : May impact your evaluation score
3	Non-display of Tenderer's name or logo in technical submission	Paragraph 8.7 ▪ Prohibited from displaying or including its name in the Technical Submission	Failure : Ground for disqualification

MCMC reserves the right to review, assess, and seek clarification from the Tenderers regarding their Tender Submissions

IMPORTANT NOTES

1. All information and updates will be on MCMC website.

2. Be aware and comply with the required signatories. Please ensure that the Tenderer's **official company stamps, and authorized signature appear on all pages of the Financial Submission only**.

3. **No company name/info/logo in the Technical Submission (redact).** Tenderer is strictly prohibited from displaying or including its name in the Technical Submission. **This is including the evidence sent in the technical submission.**

4. **The MCMC Tender Secretariat will be the only point of contact for this project (tender@mcmc.gov.my).**

TENDER TIMELINE

14 Jul 2026

TENDER ISSUANCE

21 Jul 2026

TENDER BRIEFING SESSION

28 Jul 2026

TENDER CLARIFICATION ENDS

- **Before 5.00pm**
- Strictly via email only to **tender@mcmc.gov.my**
- The consolidated Q&A will be published in MCMC website

04 Aug 2026

TENDER SUBMISSION / TENDER CLOSING DATE

- **On or before 12.00pm**
- MCMC CoE, Cyberjaya
- To complete Acknowledgement Form (2 copies)
- **Late submission shall be rejected**

THANK YOU