

MINISTRY OF TRANSPORT

GHANA PORTS AND HARBOURS AUTHORITY



REQUEST FOR EXPRESSION OF INTEREST

UPGRADE OF MICROSOFT DYNAMICS AX 2012 TO DYNAMICS 365 F&O

1. The Ghana Ports and Harbours Authority (GPHA) under the Ministry of Transport of the Government of Ghana, intends to apply part of its budget to fund payments under the contract for the provision of consultancy services for the Upgrade of Microsoft Dynamics AX 2012 to Microsoft Dynamics 365 Finance and Operations (D365 F&O). The upgrade is expected to not only modernize the Authority's current Enterprise Resource Planning (ERP) platform but also extend its functionality by implementing additional modules to enhance organizational performance and service delivery.

2. Current System Overview

GPHA's current ERP system is built on Microsoft Dynamics AX 2012 and with the following core business functions implemented:

- Finance Management
- Procurement & Sourcing
- Payroll Processing
- Human Resource Management (Core HR)
- Asset Management (third party module)
- Property Management (third party module)

3. Objectives of the Assignment

The objective of this assignment is to:

- i. Upgrade the existing Microsoft Dynamics AX 2012 system to Microsoft Dynamics 365 F&O, including seamless migration of historical data, reports, workflows, and integrations.
- ii. Implement new functional modules to support expanded business needs.
- iii. Provide post-deployment support for one year and change management services, including user training, testing, and performance optimization.

4. High Level Scope of Work

The scope of the project includes but is not limited to:

- a) Upgrade Activities:
 - Assessment of existing AX 2012 configuration and customizations
 - Data migration planning and execution
 - System design and architecture for D365 F&O
 - Technical and functional upgrade
 - Integration with legacy systems and third-party solutions

- b) Implementation of other Functions in D365 F&O aligned with organizational strategy, including:
 - All functions under Human Resource module
 - Enterprise Asset Management (EAM)
 - Warehousing
 - Expense Management
 - Sales and Marketing
 - Project Accounting
 - Payroll
 - CRM etc.

5. Consultants Qualification Criteria

Ghana Ports and Harbours Authority now invites eligible and experienced consultants to express their interest in providing services for the Upgrade of Microsoft Dynamics AX 2012 to Microsoft Dynamics 365 Finance and Operations (D365 F&O). Interested consultants must demonstrate:

- Proven experience in successfully delivering AX 2012 to D365 F&O upgrades.
- Expertise in implementing Microsoft Dynamics 365 modules across Finance, HR, and Operations (supply chain) domains.
- Availability of certified Microsoft Dynamics professionals (technical and functional).
- Experience in data migration, integration, and post-go-live support.
- Understanding of large enterprise ERP implementation environments.

A consultant will be selected in accordance with the procedures set out in the Public Procurement Act, 2003 (Act 663) as amended of the Republic of Ghana. Interested parties are requested to submit the following:

- i. Business Registration Certificate.
- ii. A brief company profile and relevant certifications (e.g., Microsoft Partner status).
- iii. Summary of at least three (3) similar projects undertaken in the last 5 years.
- iv. CVs of key personnel proposed for this assignment.
- v. Initial thoughts on approach, methodology, and timeline.
- vi. Three (3) references from previous implementations (Clients).

6. Submission of Expression of Interest

All Expressions of Interest must be submitted electronically in PDF format to procurement@ghanaports.gov.gh on or before **10:00hrs GMT on Wednesday, 28th**

May 2025 with the subject line: “**Expression of Interest – AX2012 to D365 F&O Upgrade Project**”, addressed to the:

**The Director-General,
Ghana Ports & Harbours Authority
GPHA Headquarters Block
P. O. Box 150
Tema, Ghana**

Interested consultants may request for clarifications and obtain further information from:

**The General Manager – Procurement
Ghana Ports & Harbours Authority,
GPHA Headquarters Block
7th Floor, Room 715
Tel: +233-0303-219120
E-mail: parmah@ghanaports.gov.gh**