Bid Form to submit Financial Consideration and other information for LMS (Annexure III)

|  |  |
| --- | --- |
| Company Name |  |
| Date of Incorporation |  | Registration Number |  |
| Postal Address |  |
| Email Address |  | Telephone Number |  |
| Fax Number |  | Website |  |

 **[01] Organizational Details (Attach company profile and a copy of the certificate of incorporation)**

 **[02] List 3 Web based information systems (developed using Linux, Apache, MySQL and PHP / Node.js technologies) that have been successfully delivered within last 3 years for significant clients. The bidder should clearly describe the problems resolved & the processes automated by each system and if additional space is required, attach 1 sheet (containing 1000 words) per system listed below. (Bidder should list only the systems implemented and supplied by the bidder - i.e. the systems developed by the bidder’s staff - and any systems developed and / or provided by any other party than the bidder are not acceptable, in this regard.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Client company and its website | Brief description of the Web based information system implemented (provide details particularly with respect to its complexity) | Technologies used | Contact person’s name, designation and contact details | Date of completion |
| 1 |  |  | Operating System used:Web Server used:Database used:Programming language used: |  |  |
| 2 |  |  | Operating System used:Web Server used:Database used:Programming language used: |  |  |
| 3 |  |  | Operating System used:Web Server used:Database used:Programming language used: |  |  |

**[03] Annual turnover of the bidder during last 4 years (Attach audited financial accounts)**

|  |  |
| --- | --- |
| Financial Year | Annual turnover (Exact figures must be provided) |
| 2018/2019 | Rs. |
| 2017/2018 | Rs. |
| 2016/2017 | Rs. |
| 2015/2016 | Rs. |

 **[04] Team to be allocated for developing the web based information system, if selected. (Attach CVs.) The selected bidder is required to ensure that the team members mentioned below are involved with the implementation of the LMS and whether the selected bidder’s staff, who would be interacting with PUCSL, are included in the table below, would be verified.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Name | Designation | No of years with the current company | No of years of relevant industry experience | Whether permanent staff of the bidder or not | Qualifications (Field, in which the degree has been obtained, must be mentioned.) |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |

**[05] The ability to comply with the requirements mentioned in the Request for Proposals (RFP).**

|  |  |  |
| --- | --- | --- |
| No | Task | Ability to carry out the task (Yes / No) |
| 1 | Gathering the requirements of PUCSL with respect to all the business processes pertaining to licensing/exempting and accurately identifying the business needs and / or opportunities that computerization could make a positive impact (within the scope described in the attached RFP document) including but not limited to applying for licenses/exemptions, reviewing the applications, communications with applicants, correcting / completing the applications, approval process, generation of documents, issuing licenses/exemptions, suspending/cancelling licenses/exemptions, reminding expiry dates, and anything else related to licensing/exempting. |  |
| 2 | Identifying the proper user interfaces, dashboards, forms, workflows, etc. necessary for realizing the system in such a manner that it can fulfil the requirements pertaining to the automation of all licensing/exempting activities of PUCSL (including but not limited to validating all possible input data to the system, etc.) |  |
| 3 | Milestones in the workflow must be properly identified (including necessary controls and boundary lines) (including the users who get involve at each stage) in order to be meaningful and make business processes more productive and clearly defined in terms of correct pre-conditions and post conditions. If any step in the workflow fails then the system should smoothly rollback to the previous step and the users must be able to carry out their tasks from there without any hassle. |  |
| 4 | Implementing the Web based information system (including generation of documents, email notifications, logging, etc.) so that it can pass both software verification and validation tests  |  |
| 5 | The architecture of the system must be properly designed in order to ensure that the system is maintainable, robust, scalable, secure, usable, available, testable and does not get slow down with the accumulation of data. |  |
| 6 | Ability to obtain all the necessary reports from the system in required formats (tables, bar charts, pie charts, and other documents). System should store all data (including the documents submitted) in MySQL database (including the previous information and documents substituted with new ones – documents can be stored as files in File System). Event logs must also be stored. |  |
| 7 | Quality assurance and delivering a defect free product that can be used at enterprise level |  |
| 8 | Completing the entire project within nine (9) months |  |
| 9 | Providing support and maintenance (SLA) for three years after launching (including user training and updated user manuals for any changes made) |  |
| 10 | Using CentOS 7, Apache 2.4, MySQL 8, PHP 7 (/ Node.js) technologies for implementing the system |  |
| 11 | Ensuring that the system is implemented in the best possible user friendly and efficient manner |  |
| 12 | Providing warranty for four (4) months from the date of going live |  |

 **[6] Project implementation schedule (Use the space below to provide the timeline for the project completion. Important milestones to be achieved in order to finish the project in 9 months are given below and the selected bidder is obliged to achieve the required scope, quality and delivery dates)**

|  |  |  |
| --- | --- | --- |
| No | Sub Task / Milestone | Deadline |
| 01 | Assumed date of purchase order |  |
| 02 | Providing the final and completed version of System Requirement Specification to PUCSL to sign |  |
| 03 | PUCSL signs the System Requirement Specification (must be 2 weeks after the above step) |  |
| 04 | Installing the System in PUCSL data centre (The System must be fully tested and fully debugged before this and testing documentation must be provided to PUCSL, before this step, for perusal.) |  |
| 05 | Finish training PUCSL staff (The user manuals for all user roles must be provided before this step.) |  |
| 06 | Obtaining feedback from PUCSL staff (must be two weeks after the above step.) |  |
| 07 | Ensuring that the System is defect free (Fitness for use must be confirmed in writing.) |  |
| 08 | User Acceptance Testing (PUCSL will spend two weeks for this step.) |  |
| 09 | Final Fine Tuning |  |
| 10 | Go-Live |  |

 **[07] Financial Consideration**

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Amount (Rs.) | Applicable government taxes | Total (Rs.) |
| VAT (Rs.) | NBT (Rs.) |  |
| Cost of successfully implementing and launching the completed License Management System at PUCSL in such a manner that successfully achieves the necessary scope, quality and the delivery dates (so that the date of going live is not later than nine months from the date of Purchase Order) |  |  |  |  |  |
|  |  |  |  |  |
| Cost of SLA for three years |
| Cost of providing user support and maintenance (SLA) during 1st year |  |  |  |  |  |
| Cost of providing user support and maintenance (SLA) during 2nd year  |  |  |  |  |  |
| Cost of providing user support and maintenance (SLA) during 3rd year |  |  |  |  |  |
| Total Cost = Cost of implementing + Cost of SLA for 3 years |  |  |  |  |  |

We certify that the information provided in this Bid Form are true and correct and we understand that providing false or misleading information would automatically disqualify this bid.

Signature:- Date:- Company Seal:-

Name of the signatory:- Designation:-