

Expression of Interest (EOI) - Information form

1. Project Data & Consulting Firm

Contract Name :	Obtain services of a consultancy firm to develop Employee Trust Fund (ETF) core system
Contract Number :	Assignment Number: ICTA/SG2/GOSL/CON/QCBS/2017/008
Name of Consulting Firm :	

2. Eligibility

Declaration

We hereby declare that:

- (i) We have read the advertisement, and the Terms of Reference (TOR), for this assignment;
- (ii) We have not been engaged to prepare such TOR as a firm, sub consultancy, or joint venture; and
- (iii) No full-time or part-time or contracted expert employed by our firm, sub consultancy, or joint venture has been engaged to prepare such TOR.
- (iv) Business registration of the firm, Joint Venture party or sub consultancy;

We further confirm that, if any of one or more of our experts is engaged to prepare TOR for any resulting assignment as part of our work product under the assignment to which this advertisement relates, our firm and any such expert(s) will be disqualified from short-listing and/or participation in such follow-on assignment.

Lead Firm	
Signed by:	
Position :	
Associate/Partner 1	
Signed by:	
Position :	
Associate/Partner 2	
Signed by:	
Position :	
Associate/Partner 3	
Signed by:	
Position :	

3. Management Competence (Please answer each question in one paragraph of 5-7 sentences)

a. If you are proposing an association such as sub-consultancy or a joint venture (J/V), outline the rationale for and benefits of the “association.” Outline proposed management coordination of the “association,” including the role of each firm.

b. Does your firm/sub-consultancy/joint-venture (J/V) have (1) standard policies, procedures and (2) industrial certified practices in place that promote quality in: the workplace, your interaction with clients, and the outputs you produce? If yes, describe briefly.

In case of a joint-venture, please submit relevant information (Part (1) and (2)) for each party.

c. (1) Does your firm/sub-consultancy/joint venture parties have a dedicated unit or staff solely responsible for software quality assurance? (2) Describe your internal Software Quality Assurance (SQA) policies, procedures and processes briefly.

In case of a joint-venture, please submit relevant information for each party.

d. What (1) communication protocols, (2) escalation management and (3) complain resolution processes are in place in your firm/sub-consultancy/joint venture for dealing with any complaints concerning the performance of the staff or the quality of the software solution developed for this consulting assignment?

In case of a joint-venture, please submit relevant information for each party.

Based on the attached project reference sheets (Annex 1) and the firm's performance, highlight the technical and general qualifications including experience of your firm/sub consultancy/joint venture (maximum of 4 pages). When the firm submitting the information special attention should be given to the following areas and the project specific references should be included in front of each question.

Example:

Question: 5.5. Explain the past project experiences related to SOA based projects deployed in a cloud computing platform

Answer: Refer Project Sheet number 3, section 16.4

4. Based on the attached reference project sheets and the firm's performance, highlight the technical qualifications including experience of your firm/sub consultancy/joint venture (maximum of 6 pages – Refer Annex 1 – Project sheet). When the firm submitting the information special attention should be given to the following areas;

Technical qualification of the firm and experience of the firm with projects of similar nature should be explained by providing at least 5 critical enterprise level government (preferably) web application related projects which includes following features (Please clearly state whether yes/no if you have experience in each area) if 'Yes' elaborate how it was used.

5. **Technical Qualifications**

- 5.1. Explain the past mission critical application project (enterprise level responsive Web applications related and Mobile based) experiences with similar nature (you are required to explain at least 5 projects).
- 5.2. Explain the past projects experience with Service-Oriented Architecture (SOA) based architecture using RESTful approach. You are required to explain how API implementation, consumption and governance was done along with SOA based security feature usage (you are required to explain at least 5 projects).
- 5.3. Explain the past projects experience with n-tire architecture.
- 5.4. Elaborate how you have ensured high availability of the above mentioned projects.
- 5.5. Explain the performance and scalability considerations in above mentioned projects.
- 5.6. Explain the past projects experience used to governance publicly accessible APIs (API manager) and ESB.
- 5.7. Explain how open standards, interoperability aspects were applied and software architecture best practices were used in above systems.
- 5.8. Explain the past project experience related to implementation of nonfunctional requirements (i.e. performance, security, high availability, usability etc.)
- 5.9. Explain the past project experience related to Docker container and Virtual Machine deployment in cloud environment.
- 5.10. Explain past project experience related to support and maintenance process and elaborate use of any monitoring tools for maintainability.

6. Nature of the Firm as per the industrial classification (small/small & Medium/large)
7. Financial and administrative (Organizational structure) strength certified by the audited financial reports for last three years.
8. Core business of the firm
 - Software Project Management
 - Software Development
 - Business Analyst
 - Information Security
9. Firm's history-number of years in software development business
10. Technical & managerial organization of the firm, staff strengths and capabilities & appropriate skills of firm's staff
11. Any other relevant information

Annex (1)

Project Sheets

Important: Indicate up to **5 reference projects** that the firm/sub-consultancy/joint venture experiences are relevant.

Project 1 of

1.	Project Name	
2.	Name of Client	
3.	Client Reference (Contact Name & Contact Number)	
4.	Country	
5.	Participation	<input type="checkbox"/> As lead firm <input type="checkbox"/> As associate firm
6.	Cost of the Software project	LKR
7.	Source of Financing	
8.	Consultancy Services (should specifically indicate associate firm's staff allocations)	
	8.1 No. of staff	
	8.2 No. of person months	
9.	Length of Consultancy Assignment	
10.	Start Date (dd/mm/yyyy)	
11.	Completion Date (dd/mm/yyyy)	
12.	Name of Associate Firms (if any)	
13.	No. of Person-Months of Professional Staff Provided by Associated Firm(s)	
14.	Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed (should specifically indicate associate firm's staff involvement)	
15.	Detailed Description of the Project	
	15.1 Explain the project domain. Example: HR, ERP, Etc	
	15.2 Size of the project. Example: Number of concurrent users, Number of transactions per second/ minute/ hour	
	15.3 Other information	
16.	Detailed Description of the Actual Services Provided by your Firm. (Please fill the applicable sections given below)	
	(i) Enterprise level responsive Web applications related and Mobile (ii) SOA and middleware (ESB, API Manager,) (iii) Docker container and Virtual Machine deployment in cloud environment (iv) Projects experience with n-tire architecture (v) Implementation of nonfunctional requirements (performance, security, high availability, usability etc.) (vii) SQA process (viii) Support and maintenance process	

