

Expression of Interest (EOI) - Information form

1. Project Data & Consulting Firm

Contract Name :	Development of Integrated Land Management System (ILMS)
Contract Number :	ICTA/SG2/GOSL/CON/QCBS/2018/004
Name of Consulting Firm :	

When the firm submitting the information form, special attention should be given to the following areas and the project specific references should be included in front of each question. Relevant & complete responses will be used to assess the management & technical capability of the 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
- (ii) 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, JV 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)

3.1 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.

3.2 Standard policies, procedures or practices to promote quality

3.2.1 Does your firm/sub-consultancy/joint-venture (J/V) have standard policies, procedures?

3.2.2 Does your firm/sub-consultancy/joint-venture (J/V) have 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 (3.2.1 and 3.2.2) for each party separately.

3.3 Provide how Quality Assurance implemented at your organization

3.3.2 Describe your internal Quality Assurance Standards, policies, procedures and processes. Explain the full process of the Quality Assurance including tools and techniques. In case of a joint-venture, please submit relevant information for each party separately.

3.4 Managing complaints concerning the performance of staff/the quality of the reports submitted

Explain the following topics related to 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 separately.

3.4.1 Communication protocols

3.4.2 Escalation Management

3.4.3 Complain resolution processes are in place

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).When the firm submitting the information special attention should be given to the following areas

Technical qualification and experience of the firm with projects of similar nature should be explained by providing at least 3 critical enterprise level projects related to the integrated systems / solutions which includes following features;

Please clearly state the responses where it required

4. Explain your past project experience by describing minimum 3 projects using the Annex 1. Please list down the projects of similar nature of the proposed system.

5. Technical Qualifications including Experience

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).When the firm submitting the information special attention should be given to the following areas;

5.1 Explain past projects experience related to following areas. Please provide details explaining your past project(s) considering implementation methodology. EG : Scrum

5.2 Elaborate how you have ensured non-functional requirements such as high-availability, scalability, performance and fault tolerance of the implemented solution(s)

5.3 Elaborate the usage of the mobile application development using hybrid mobile application framework.

5.4 Elaborate the security and performance considerations in aforementioned projects

5.5 Describe the usage of SOA concepts (such as microservices) and enterprise software architecture best practices used. Also explain how the integration was handled.

5.6 Degree of in-house SQA standards and procedures

5.7 Elaborate support and maintenance experience

5.8 Elaborate Docker based cloud deployment experience

6. Business Nature

6.1 Core business of the firm

- Software Project Management
- Software Development
- Business Analyst
- Information Security

6.2 List down all the completed and pending projects.

In case of a joint-venture, please provide separate table for each party.

No	Project Name	Description	Client / s	Budget	Starting & Ending Date

7. Organization Information

7.1 Certified audited financial reports for last Three years including the latest year.

7.2 Organization structure

7.3 Technical & managerial staff strengths.

7.4 Nature of the firm as per the industrial classification (small / Medium / large)

In case of a joint-venture, please provide separate table for each party.

8. Firm's history-number of years in software development business

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

No of years :

Firm registration No :

Registration Date :

Registration Type : (sole proprietary, partnership, Limited Liability, Public Quoted, other)

9. Any other relevant information

Annex (1)

Project Sheets

Important: Indicate up to **3 reference projects** that the firm/sub-consultancy/joint venture experiences are relevant.

Project 1 of.....

1.	Project Name	
2.	Name of the Client	
3.	Client Reference Details Address : Contact Name : Contact Number : Website :	
4.	Country	
5.	Participation	<input type="checkbox"/> As lead firm (experience related to the project lifecycle) <input type="checkbox"/> As associate firm(experience related to the project lifecycle)
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	
	1 Explain the project domain. Example: Health , Banking , Airline , ERP, Etc 2 Who are the stakeholders of the project? 3 Who are the end users of the project? 4 Size of the project. Example: Number of concurrent users, Number of transactions per second/ minute/ hour 5 Explain how open standards, interoperability aspects were applied 6 Explain the performance and scalability considerations in mentioned projects 7 Any other related information	

16.	Detailed Description of the Actual Services Provided by your Firm Elaborate support and maintenance experience
	1 Support and maintenance process 2 Tool and techniques used 3 Service level standards
17	Explain the project exposure of the following 1) System designing & development 2) Integration of systems / modules 3) Cloud based deployment 4) Payment gateway to the systems 5) Advanced dashboards and visual analytics 6) Explain responsive web design 7) UX / UI designing 8) Management report / report query engine / report customization 9) Block chain platform 10) Configuration management 11) User management 12) Development of mobile applications for iOS , Android and Windows , etc 13) Workflow / Document management
18	High-level architecture of the project & development details such as platform , Database , etc
19	Explain the project Impact ; 1) Prior to the implementation environment 2) Benefit to the organization 3) Benefit to the users
20	Reference letter from the client. Attached ; Yes <input type="checkbox"/> No <input type="checkbox"/>