Expression of Interest (EOI) - Information form

1. Project Data & details of software developing Firm

Contract Name:	Selection of a consultancy firm for the design, development, and implementation of an AI-enabled information platform and digital access channels for GIC, including enhancements, support, and maintenance.
Contract Number:	ICTA/GOSL/CON/QCBS/2025/02
Name of the Firm (Applicant firm):	

2. Eligibility

Declaration
We hereby declare that:

(i)   We have read the advertisement, and the Scope of Services for this assignment;
(ii)   We have not been engaged or involved in the preparation of the TOR, either as a firm, sub-consultant, or joint venture; and
(iii) No full-time, part-time, or contracted expert employed by our firm has been engaged or involved in the preparation of the TOR.

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

Name of the Firm	
Signed by Authorized signatory:	
Position :	

Note:
- Keep responses concise and relevant.

- Clearly mark annexes and references.

3. **Country of Registration:**

4. **Date of Incorporation:**

5. **Nature of Firm:** ☐ **Small** ☐ **Medium** ☐ **Large (Based on the Central Bank/Ministry of Finance, Sri Lanka categorization)**

6. **Core Business Areas (tick all applicable):**
   ☐ AI and Data Analytics

   ☐ Software Development

   ☐ Information Security

   ☐ Software Project Management

   ☐ Project Consultancy

   ☐ Digital Transformation Advisory/Consultation

7. **Management Competence**
   (Provide a concise response of one paragraph per item, approximately 100–150 words)

   a) Describe your organizational structure for managing complex digital transformation and AI implementation projects.

   b) Indicate whether your firm uses a recognized project management methodology (e.g., Agile, PRINCE2, PMBOK, etc.), and describe how it contributes to delivery success.

   c) Describe your firm's quality control mechanisms, standards (e.g., ISO), ethical practices, and adherence to international policies in similar assignments.

   d) Does your firm have a dedicated software development unit, specialized in AI? If yes, briefly describe its structure, policies, and procedures.

   e) What communication protocols, escalation procedures, and complaint resolution mechanisms are in place in your firm?

8. **Technical Qualifications**
8.1 **AI Project Experience (Attach up to 6 pages)**

   Provide at least **two completed projects** relevant in scope and complexity. For each project, include:

   - Project Name, Client, Location, Budget

   - Engagement Model (e.g., fixed price, Time & Material)

- Project Scope and Objectives

- Team Composition and the Role of Your Firm

- Key Deliverables and Success Metrics

- AI Technologies Used (e.g., NLP, ML, Agentic AI, Explainable AI, computer vision)

- Data Governance, Security, and Privacy Practices

- Tools, Platforms, and Development Environments

8.2 Specific AI Features (Yes/No + Explanation)

Indicate whether each feature was used in any of the projects listed above. If yes, briefly describe the use:

- Natural Language Processing (NLP)

- Chatbots /Agentic AI/Multi-Agent Systems

- Generative AI/Explainable AI/Human-centered AI

- Chatbots / Agentic AI

- Predictive Analytics / Forecasting Models

- Large Language Models / Customized LLM/Ontology

- Machine Learning / Deep Learning

- Integration with Third-Party APIs / Legacy Systems

- Real-Time Data Analytics / Dashboards

- Data Privacy / Ethical AI Compliance/Responsible AI

- IOT/Drones/Hardware solutions

- Information Security Standards

- Explainable AI (XAI) / Model Explainability - *Describe how model decisions are made interpretable for users and stakeholders, including techniques such as feature importance, decision trees, SHAP values, or model transparency tools.*

9. **Organizational Strength & Capacity**
   A. Legal and Financial Information

   - Years in software development business and summary list of projects:

   - Audited financial statements for the last three years: **[Attach documents]**

   - **Certified Audited financial statements for the last three years:** 2023-2024, 2022-2023 **and 2021-2022 [Attach documents]**

   B. Staffing and Capability

   - Total technical staff:

   - Number of staff with AI/ML/DL/Data Engineering expertise:

   - Number of certified project managers (preferable PMP, PRINCE2, SCRUM, etc.):

   - Description of the firm's overall staffing structure:

10. **Any other relevant information**

Annex (1)

Project Sheets

Important: Indicate up to two **(02) references on similar projects** that the firm / experiences are relevant in relation to AI.

Project 1 of 2

1.	Project Name		
2.	Name of Client		
3.	Client Reference (Contact Name, Contact Number, Email & Website)		
4.	Country		
5.	Participation	Individual Firm [ ] (experience related to the project lifecycle)	Joint Venture (JV) Participation As lead firm [ ] As associate firm [ ]
6.	Cost of the Software Project	LKR/USD/EURO	
7.	Source of Financing		
8.	Services (should specifically indicate associate firm's staff allocations)		
	8.1 No. of staff		
	8.2 No. of person months		
9.	Length of Assignment		
10.	Start Date (dd/mm/yyyy)		
11.	Completion Date (dd/mm/yyyy)		
12.	Name of Associate Firms (if any)		
13.	No. of Persons-Months of Professional Staff Provided by Associated Firm(s)		
14.	Detail Description of the Project: 14.1 Describe the overall architecture, including AI/ML components, data pipelines, model deployment (cloud/on-prem/edge), and system integration points. 14.2 Specify the number of concurrent users, transaction rates (per second/minute/hour), data volumes processed by AI, and model retraining frequency. 14.3 Include AI governance measures, explain ability, compliance with AI regulations, and ongoing model improvement or feedback mechanisms		

15.	Name of Key Staff Involved and Functions Performed (specify associate firm's involvement): ● Project Director / Manager ● Team Leader ● Solutions Architect / Lead Technical Architect ● AI/ML Engineers (including NLP specialization) ● Senior Full Stack Developers ● QA Lead / Senior QA Engineers ● Security Specialists
16.	Detailed Description of the Actual Services Provided by your Firm.

Project 2 of 2

1.	Project Name		
2.	Name of Client		
3.	Client Reference (Contact Name, Contact Number, Email & Website)		
4.	Country		
5.	Participation	Individual Firm [ ] (experience related to the project lifecycle)	Joint Venture (JV) Participation As lead firm [ ] As associate firm [ ]
6.	Cost of the Software Project	LKR/USD/EURO	
7.	Source of Financing		
8.	Services (should specifically indicate associate firm's staff allocations)		
	8.1 No. of staff		
	8.2 No. of person months		
9.	Length of Assignment		
10.	Start Date (dd/mm/yyyy)		
11.	Completion Date (dd/mm/yyyy)		
12.	Name of Associate Firms (if any)		
13.	No. of Persons-Months of Professional Staff Provided by Associated Firm(s)		
14.	Detail Description of the Project: 14.4 Describe the overall architecture, including AI/ML components, data pipelines, model deployment (cloud/on-prem/edge), and system integration points. 14.5 Specify the number of concurrent users, transaction rates (per second/minute/hour), data volumes processed by AI, and model retraining frequency. 14.6 Include AI governance measures, explain ability, compliance with AI regulations, and ongoing model improvement or feedback mechanisms		
15.	Name of Key Staff Involved and Functions Performed (specify associate firm's involvement): ● Project Director / Manager ● Team Leader ● Solutions Architect / Lead Technical Architect ● AI/ML Engineers (including NLP specialization) ● Senior Full Stack Developers ● QA Lead / Senior QA Engineers ● Security Specialists		
16.	Detailed Description of the Actual Services Provided by your Firm.		