

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES– FIRM SELECTION)

Project - NAI MANZIL – EDUCATION AND SKILLS TRAINING FOR MINORITIES
PROJECT(Project # P156363)

IDA Credit No. – 5738-IN

EoI Date: 08/02/2018

ASSIGNMENT TITLE:

“DESIGN, DEVELOPMENT AND IMPLEMENTATION OF A WEB BASED INTEGRATED MANAGEMENT INFORMATION SYSTEM (MIS) FOR THE NAI MANZIL – EDUCATION AND SKILLS TRAINING FOR MINORITIES PROJECT”

Reference No.14-8/2017-NM

1. The Ministry of Minority Affairs (MoMA), through the Government of India, has received financing from the World Bank towards the cost of the NAI MANZIL PROJECT, and intends to apply part of the proceeds toward consulting services for this assignment.
2. The consulting services (“Services”) are for **“DESIGN, DEVELOPMENT AND IMPLEMENTATION OF A WEB BASED INTEGRATED MANAGEMENT INFORMATION SYSTEM (MIS) FOR THE NAI MANZIL – EDUCATION AND SKILLS TRAINING FOR MINORITIES PROJECT”**and require requisite experience and capabilities in MIS related to multiple domains in the government sector.
3. Assignment Objective:

In order to achieve Nai Manzil project objectives, MoMA proposes to engage an independent and external agency with the requisite skills and proven experience in design, development and implementation of Web based integrated Management Information Systems (MIS). For details, please refer to Terms of Reference Section 1.2, ‘Objective of Web-Based MIS Application’.

4. Contract Period:

The MIS Agency will initially be offered a Contract for a period of three (3) years, renewable for an additional period of one year or more as required, dependent upon satisfactory performance in the first three years.

5. The scope of services will include:

- Developing an overall regular reporting system for monitoring and measuring physical and financial progress under the Nai Manzil scheme, with individual beneficiary tracking capability, including the tracking of Aadhaar-based bio-metric attendance;
- Developing a process to transfer financial benefits to scheme beneficiaries through DBT or PFMS and for tracking all financial transactions;
- Developing a common data exchange platform for various stakeholders under the scheme;
- Developing a portal to be publicised widely as part of advocacy efforts under the scheme.

6. MoMA now invites eligible consulting firms (Consultants) to indicate their interest in providing these services. Interested Consultants should provide information demonstrating that they have the required qualifications, skills, expertise and experience to perform the desired services.

7. Shortlisting Criteria:

The Expression of Interest should include the information listed in Annexure I.

All information provided should follow the format outlined in Annexure II.

8. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers[January 2011, revised July 2014] ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

9. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their technical qualifications. The submission should clearly state the type of association, including whether it is a joint venture or a sub-consultancy.

10. The final selection of the Consultant for **Design, Development And Implementation of A Web Based Integrated Management Information System (MIS) for The Nai Manzil – Education and Skills Training for Minorities Project** will be in accordance with the Quality and Cost-Based Selection(QCBS) method set out in the Consultant Guidelines.
11. Interested Consultants may obtain further information at the address below during office hours; i.e., 10.00 to 17.00 hours on all working days. Alternatively, queries can be sent through Email to naimanzil.query@gmail.com. Queries received within 10 days from the date of advertisement will receive a response; clarifications and updates (if any) will be published on MoMA website.
12. Expressions of Interest must be delivered in written form and include evidence of the firm's demonstrated capacity to provide the required expertise. Expressions of Interest must be delivered to the address below through registered post/speed post/courier/by hand as hard copy and CD, latest by **28th February 2018** till 1700 hours.

Address for Communication

**Under Secretary (NM),
Ministry of Minority Affairs,
11th Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex,
Lodhi Road, New Delhi.
Tele: 011-24364310
<http://www.minorityaffairs.gov.in/>**

Prescribed format for applying for “DESIGN, DEVELOPMENT AND IMPLEMENTATION OF A WEB BASED INTEGRATED MANAGEMENT INFORMATION SYSTEM (MIS) FOR THE NAI MANZIL – EDUCATION AND SKILLS TRAINING FOR MINORITIES PROJECT”

I) Organizational Profile

A – Consultant’s Profile (Maximum 2 pages)				
1.	Name of the Organization			
2.	Postal Address			
3.	Telephone: Mobile/Fax/E-mail			
4.	Contact Person name and designation with contract details			
5.	Registration Details: Registered on (Date) Number of completed years	Provide copy of the Registration Certificate and indicate whether Society/Trust/Company/Others		
6.	Financial average Annual Turnover of at least Rs. 50.00 crore during the last three financial years (Enclose Audited Balance Sheets)	Provide the organization’s turnover (on the basis of the audited accounts) for the last three financial years in Indian Rupees		
		2014-15	2015-16	2016-17
B- Consultant’s Experience				
1.	The firm should be in business for at least the last eight years holding a valid Permanent Account Number (PAN)/TAN and Service Tax Registration/GST Number or equivalent Registration in case of foreign applicants.			
2.	Evidence of the firm’s experience with similar MIS-related assignments in related domains under externally-aided projects in India and other developing countries.			
3.	Proven ability to work closely with Government Departments and coordinate with diverse government, non-governmental and quasi-governmental agencies.			
4.	The agency should not have an unsatisfactory track record resulting in adverse action taken by Central/State Governments in India (an undertaking must be submitted).			

II) EOIs will be evaluated based on the shortlisting criteria listed below.

S#	Basic Requirement	Specific Requirements	Documents Required	Score
1	Legal Entity	Should be Company registered under Companies Act, 1956 or partnership firm registered under LLP Act, 2008	Copy of certificates of incorporation	5
2	CMMi Level	Companies having CMMi Level-5 Certificate and which should have been operating in India for at least the last three years.	CMMi Level-5 Certificate & Registration Certificate	10
3	Annual Turnover	Bidder should have a minimum annual turnover of INR 50 Crores from Indian-based operations in IT Software Development in each of the previous three financial years (FY 2014-15, 2015-16, and 2016-17). In the case of a Consortium, annual turnover figures for the lead member shall be considered.	Copy of the Statutory Audit Report for the last three years	10
4	Annual Turnover from Business in Govt.	Bidder should have a minimum annual turnover of INR 5 Crores from Government-related IT services in India in each of the last three financial years (FY 2014-15, 2015-16 and 2016-17). In the case of a Consortium, annual turnover figures for the lead member shall be considered.	Extracts from the audited balance sheet and profit & loss; OR Certificate from the statutory auditor showing the turnover in Govt. Business	10
5.a	Technical Capability	a) Bidder should have worked on at least two MIS Development Projects, value \geq INR 50 lakh each, with any Central/State Government Departments/PSU/Reputed Private Organizations in India	Completion Certificates from the client	15
5.b		b) Experience of implementing at least three Government Projects in India (Central/State Government Departments/PSU) for which it should have executed/under execution advisory projects in excess of INR 1 Crores each (including taxes), as a System Integrator (SI) as part of a contract (including extension contract if any) in the last five years and at least three should be completed satisfactorily.	Work Order & Agreement Copies. For ongoing project, need Client Certificate.	20
5.c		c) Track record of helping Governments plan and deliver ICT-enabled programmes of change at a whole-of-government level, including development of whole-of-government ICT platforms, service delivery strategies and operating models. Deep knowledge of global trends and best practices in these areas and experience of e-government and ICT planning and implementation in at least two countries.	Work Order & Agreement Copies. For ongoing project, need Client Certificate.	20
6	Personnel Strength	Bidding firm should have more than 20 people in the Application Development division under direct payroll.	Copies of Salary Payment Advice for the mentioned employees, and Bank Statement showing those transactions.	05
7	Undertaking	The agency should not have any unsatisfactory track record resulting in adverse action taken by any Government in India (an undertaking must be submitted)	As per format provided at Annexure – III.	05
Total				100

Index (Documents enclosed)

Sl No	Criteria	Documents required	Please ✓ the appropriate box	Documents provided in page No
1	Number of years in existence	Copy of Registration Certificate	< 3 years <input type="checkbox"/> 3 to 6 years <input type="checkbox"/> 7 to 10 years <input type="checkbox"/> > 10 years <input type="checkbox"/>	From Page no: To Page no:
2	CMMi Level-5 Certificate and evidence of operating in India for at least the last three years	CMMi Level-5 Certificate & Registration Certificate	YES <input type="checkbox"/> NO <input type="checkbox"/>	From Page no: To Page no:
3	Annual turnover from Indian-based operations in IT Software Development in previous three financial years. 2014-15 <input type="checkbox"/> 2015-16 <input type="checkbox"/> 2016-17 <input type="checkbox"/> (In the case of a Consortium, annual turnover figures for the lead member shall be considered)	Copy of the Statutory Audit Report for the last three years	< 50 crore <input type="checkbox"/> 50 to 75 Crores <input type="checkbox"/> 75 to 100 Crores <input type="checkbox"/> >100 crores <input type="checkbox"/>	From Page no: To Page no:
4	Annual Turnover from Business in Govt. 2014-15 <input type="checkbox"/> 2015-16 <input type="checkbox"/> 2016-17 <input type="checkbox"/> (In the case of a Consortium, annual turnover figures for the lead member shall be considered)	Extracts from the audited balance sheet and profit & loss; OR Certificate from the statutory auditor showing the turnover in Govt. Business.	< 5 crore <input type="checkbox"/> 05 to 10 Crores <input type="checkbox"/> >10 crores <input type="checkbox"/>	From Page no: To Page no:
5.a	Worked on at-least two MIS Development Projects, value >= INR 50 lakh each, with any Central/State Government Departments/PSU/Reputed Private Organizations in India < 2 project <input type="checkbox"/>	Completion Certificates from the client	< 50 lakhs <input type="checkbox"/> 50 lakh to 75 lakhs <input type="checkbox"/> 76 lakhs to 1 Crore <input type="checkbox"/> >1 crore	From Page no: To Page no:

SI No	Criteria	Documents required	Please ✓ the appropriate box	Documents provided in page No
	2 to 4 projects <input type="checkbox"/> 5 to 7 projects <input type="checkbox"/>			
5.b	Experience in implementing Government Projects in India (Central/State Government Departments/PSU) Completion status < 3 projects completed <input type="checkbox"/> 3 to 4 projects completed <input type="checkbox"/> 5 to 7 projects completed <input type="checkbox"/> >7 projects completed <input type="checkbox"/>	Work Order & Agreement Copies. For ongoing project, need Client Certificate.	< 1 crore <input type="checkbox"/> 1 to 2 Crores <input type="checkbox"/> >2 crores <input type="checkbox"/>	From Page no: To Page no:
5.b	Track record in helping Governments to plan and deliver ICT-enabled programmes of change at a whole-of-government level, including the development of whole-of-government ICT platforms, service delivery strategies and operating models. Experience of e-government and ICT planning and implementation in at least 2 countries.	Work Order & Agreement Copies. For ongoing project, need Client Certificate.		From Page no: To Page no:
6	Personnel Strength	Copies of Salary Payment Advice for mentioned employees, and Bank Statement showing those transactions.	< 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 51 to 100 <input type="checkbox"/> >100 <input type="checkbox"/>	From Page no: To Page no:
7.	Declaration	As per annexure III	YES <input type="checkbox"/> NO <input type="checkbox"/>	Page no:

(On the letterhead of the agency/firm)

Declaration

Date:.....

To whomsoever it may concern

I/We hereby solemnly take oath that I/We am/are an authorized signatory in the Agency/Society/ Company/Trust and hereby declare that "Our Agency/Society/Company/Trust does not face any sanction or any pending disciplinary action from any authority." Further, it is also certified that our firm does not have any unsatisfactory track record resulting in adverse action taken by any Government in India. In case of any further changes which effect this declaration at a later date, we would inform the Ministry of Minority Affairs (MoMA) accordingly.

Authorized Signatory

(with seal)