

**Ref. No.F-3/92/29/08-PMU Dated October 20<sup>th</sup>, 2008**

**MADHYA PRADESH STRENGTHENING PERFORMANCE  
MANAGEMENT IN GOVERNMENT (MP SPMG)**

**DOCUMENT FOR EXPRESSION OF INTEREST (EOI) FOR APPOINTMENT  
OF SYSTEM INTEGRATOR FOR INTEGRATED FINANCIAL MANAGEMENT  
INFORMATION SYSTEM (IFMIS), GOVERNMENT OF MADHYA PRADESH,  
ON A TURN-KEY BASIS**

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## 1. Context

The Government of Madhya Pradesh (GoMP) is proposing to strengthen Public Expenditure Management (PEM) in the state as part of a larger programme to strengthen performance management in governance and administration. The programme is being supported by the Department for International Development (DFID) of the Government of United Kingdom. The Department of Finance (DOF) of the Government of Madhya Pradesh is the implementing agency for this programme.

The programme on strengthening PEM has several components as detailed in the project memorandum [copy available on <http://www.dif.mp.gov.in>]. A key programme output relates to strengthening of GoMP's capacity for preparing a Medium Term Fiscal Framework (MTFF) and a Medium Term Expenditure Framework (MTEF) for select departments.

One of the important aspects of efficient Public Expenditure Management is an integrated government financial management system. Computerisation of processes of planning, budgeting, budget execution, reporting and monitoring are essential components of an efficient PEM which would also help GoMP in achieving the programme output of producing effective MTFF and MTEF.

GoMP is planning to update and/or replace its State Financial Management System (SFMS) which was implemented in the state's treasuries and sub-treasuries in 2002-03. The system is currently facing technology obsolescence and needs significant functional upgrades.

To address this, the services of a System Integrator (SI) are required to develop and implement, on a turn-key basis, an Integrated Financial Management Information System (IFMIS) and provide ongoing maintenance and upgrade support to the DOF of GoMP.

## **2. Scope of Work**

### ***2.1. Introduction***

The Department of Finance, Government of Madhya Pradesh, monitors all receipts and expenditures of the State. The department also looks after the allocation and monitoring of budget; accessing availability of funds for various schemes and monitoring the status of government investment in equities, loans, debentures, etc. Ensuring proper financial management and monitoring of audit also falls under the jurisdiction of the Finance Department. Moreover, the Department of Finance is the administrative department controlling six Directorates viz.,

- Directorate of Institutional Finance
- Directorate of Local Funds and Audit
- Directorate of Small Savings and State Lotteries
- Directorate of Financial Management and Information System
- Directorate of Pension
- Directorate of Treasuries and Accounts

The state's Treasury is a critical component of its public finance system. All financial transactions of GoMP are mainly carried out through a network of treasuries and sub-treasury offices across the state. The Treasury is also the basic unit and focal point for recording the initial financial transactions of the government and is the main starting point of public accounts.

### ***2.2. Current Computerization***

In the financial year 2002-03, GoMP engaged a professional services firm for computerization of its treasury operations. This led to the emergence of a State Financial Management System (SFMS) that is currently used to manage treasury operations by the GoMP. All receipts and expenditure of the state is authorized and recorded in SFMS (see Figure 1 below).

The diagram illustrates the SFMS (State Financial Management System) architecture. The central SFMS cloud contains the following components:

- TRY** (State Treasury)
- DIV** (Division)
- DTA** (Data Transfer Agent)
- FMS** (Financial Management System)
- WDDF** (Worldwide Data Distribution Facility)
- Works Div.** (Works Division)

External entities and their connections to the SFMS cloud are as follows:

- PSU & LB**, **HOO**, **BCO**, **Fin Mkt.**, **GOI**, **RBI**, **AGMP**, **N Banks**, **A Banks**, **DDO**, **O.E.S.**, and **Sub TRY** are connected to the SFMS cloud via dashed lines.
- TRY** is connected to **DIV**, **DTA**, **Sub TRY**, and **WDDF** via **On Line (VSAT)** connections.
- FMS** is connected to **DTA** via a **Leased Line**.
- WDDF** is connected to **Works Div.** via a dashed line.

- Directorate of Treasuries and Accounts
- Directorate of Financial Management and Information System
- Joint Director's offices
- Treasury and Sub-Treasury Offices

In Figure 1 above, the inner oval depicts the current coverage of the SFMS. Stakeholders depicted outside the oval [such as offices of the Accountant General, RBI, Banks, Budget Controlling Officer and Other Environmental Stakeholder (OES) etc] are not integrated with the system. The SFMS does not cover budget preparation either for which DOF uses Mudra, an in-house application for preparing budgets.

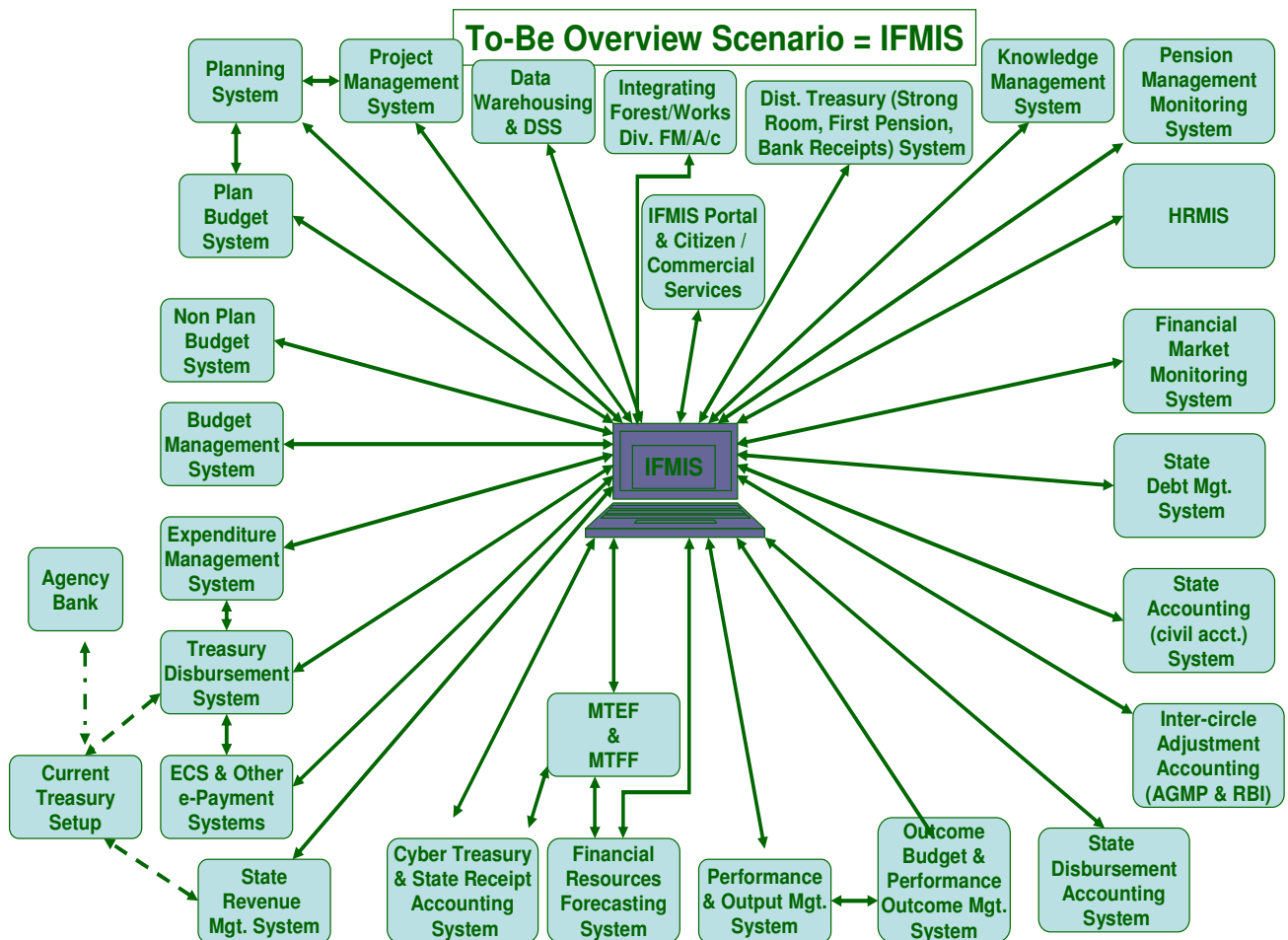
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### 2.3. Proposed Computerization

DOF therefore wants to increase the scope and range of the system to cover all stakeholders currently not covered by the existing SFMS. This will result in a state-wide Integrated Financial Management Information System (IFMIS) which will enable the GoMP in seamless exchange of information across various departments and agencies and will create strong policy-plan-budget linkages.

Under the IFMIS, GoMP wishes to integrate all relevant stakeholders (including those currently not covered by the existing SFMS) and eventually move towards a centralized e-payments/ECS from the current cheque-based system. An overview of the desired future coverage of the IFMIS is given in Figure 2 below.

Figure 2: To-Be Coverage of the IFMIS



DOF would also be open to Public Private Partnerships for the development and management of the IFMIS and interested organizations are encouraged to come up with innovative business models (e.g. BOO, BOOT etc).

**Table 1: Modular description of scope of work**

| No. | Area                       | Description of scope of work                                                                                                                                                                                                                                                                                                                                                                                     |
|-----|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Solution Analysis & Design | <p>The selected SI shall refer the Functional Requirement Specifications (indicative but not limited to) provided in the final RFP and prepare System Requirement Specifications.</p> <p><b>Deliverables:</b></p> <ol style="list-style-type: none"> <li>1. System Requirement Specifications</li> <li>2. Final Bill of Material (BOM) for Solution Implementation</li> <li>3. System Design Document</li> </ol> |
| 2.  | Solution Architecture      | <p>The selected SI shall validate the Requirements and Solution Architecture proposed in the RFP and suggest improvements or propose solution compatible to their approach meetings the SLA proposed in the RFP document</p>                                                                                                                                                                                     |
| 3.  | Solution Development       | <p>Development of the IFMIS based on the specifications frozen through the System Requirement Specifications and Solution design</p> <p><b>Deliverables:</b> Delivery of IFMIS Solution Software developed by the SI including Source Code, Licenses, Operational/Technical manual, library files, setup programs etc.</p>                                                                                       |

|    |                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4. | <b>Application Software Testing</b>                             | <p>The SI shall design Test Cases for the solution testing.</p> <p>The SI shall obtain the sign-off from DOF &amp; PMC on the Testing approach and plan.</p> <p>The SI shall perform the testing of the solution based on the approved test plan, document the results and shall fix the bugs found during the testing.</p> <p>The SI shall arrange the equipment for testing. The test environment should match the roll-out environment as closely as possible.</p> <p><b>Deliverables:</b></p> <ol style="list-style-type: none"> <li>1. Application software testing approach and Test Cases.</li> <li>2. Documentation on the results of the Application software testing</li> <li>3. Error free IFMIS Solution Software</li> </ol> |
| 5. | <b>Procurement of supporting IT Infrastructure and Hardware</b> | <p>Procurement of IT infrastructure/facilities as proposed by the SI in the Bill of Material (BOM) as per the requirements of new system</p> <p><b>Deliverables:</b></p> <ol style="list-style-type: none"> <li>1. IT infrastructure required for new proposed solution/system.</li> <li>2. Infrastructure Delivery Certificates and sign-off from DoF upon recommendation by Project Management Consultants (PMC).</li> </ol>                                                                                                                                                                                                                                                                                                           |

|    |                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6. | <b>ICT based Governance Solution Implementation</b> | <p>SI shall be responsible for implementation of the Integrated State wide end-to-end financial management information system solution, which includes implementation of Application Software, COTS software if any, required hardware, networking all the offices and HQ and system integration.</p> <p><b>Deliverables:</b></p> <ol style="list-style-type: none"> <li>1. Completion of Solution Implementation at Finance Department, Directorate of Treasury, and all the other offices</li> <li>2. Testing of IT infrastructure solution.</li> <li>3. Sign-off from DOF upon recommendation from PMC on Solution Implementation.</li> </ol> |
| 7. | <b>Comprehensive Training and Change Management</b> | <p>SI shall impart training to relevant stakeholders and shall undertake Change Management interventions as identified during the previous stages and improvements thereupon.</p> <p>SI is required to train the designated Department technical and end-user staff to enable them to effectively operate the system.</p> <p><b>Deliverables:</b></p> <ol style="list-style-type: none"> <li>1. Training Plan &amp; training strategy</li> <li>2. Training manuals</li> <li>3. Undertake Change Management and training interventions as per training plan approved by PMC</li> </ol>                                                            |

|    |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8. | <b>Solution Warranty</b>   | <p><b>4. Sign-off from DOF &amp; PMC on Training.</b></p> <p>The SI warrants that the systems and overall solution supplied to DOF shall have no defects arising from the design or workmanship or any act or omission. This warranty should also cover adapting the software for any additional requirement that might come to the notice of DOF at the time of actual use of the software</p> <p>The warranty shall remain valid for a period of 5 years from the “Go-Live” date.</p>                                                                   |
| 9. | <b>Managed IT Services</b> | <p>The SI shall provide managed IT services for the duration of warranty period and, in addition, for 3 years from the date of expiry of Warranty. This should include maintenance for overall system stabilization, solution maintenance, system administration, security administration, database administration, network administration and end-user problem resolution. The operational support will have to ensure that the solution is functioning as intended and attending to all problems associated in operation of the application system.</p> |

### **3. Timelines**

The SI would be required to develop, implement and manage the IFMIS within two and a half years of commencement of contract. There will be periodic performance assessments by GoMP and its appointed agencies and the contract would have provisions that would penalize unsatisfactory performance. The contract for the engagement of the SI would be a milestone or output-based contract. The SI will be required to adhere to the overall project timeline as well as milestone-specific timelines.

### **4. Key Professionals Required**

Interested firms will be liable to deploy professionally qualified staff for this engagement. The team to be deployed should be a mix of senior, middle and junior level resources. The SI will be required to nominate a senior level resource as Team Leader/Programme Manager. The program manager will be an IT expert with over 10 years of post qualification experience and at least 5 years experience in managing development and deployment of government financial management information systems.

Other expertise expected to be required would include Financial Management, Process Optimization and technology professionals with more than 5 years of post qualification experience in their respective areas of operation and project requirement.

### **5. Reporting Relationships**

The SI will work under the direct supervision of Commissioner, Treasury & Accounts and their Technical Consultants. The SI will also report to the Director, Institutional Finance for contract related matters.

### **6. Submission of Bid and Criteria for Selection**

The Expressions of Interest received would be evaluated and a short-list of qualified firms would be requested to submit detailed Technical and Commercial proposals based on the detailed Request for Proposal (RFP) issued to them.

The EOI must be submitted in the attached format (see Annexes), preferably **within 10 pages (excluding CVs)**. ***Bulky submissions will carry a negative weight in evaluation.***

*The Eoi submissions from the organisations meeting the following qualifying criteria only will be considered for evaluation:*

### **6.1. Minimum Pre-Qualification Criteria**

| <b>S. No.</b> | <b>Pre-Bid Qualification Criteria</b>                                                                                                                                       | <b>Supporting Documents</b>                                                                                              |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| 1.            | Bidder (or Prime bidder in a consortium) should be in operation for a minimum of 5yrs                                                                                       | Certificate of Incorporation                                                                                             |
| 2.            | Bidder (or prime bidder in case of consortium) must have valid certificate for SEI CMMI Level 5 and ISO 9001                                                                | Copy of SEI CMMI Level 5 and ISO 9001 certificates.                                                                      |
| 3.            | Bidder (or prime bidder in case of consortium) should have minimum 1000 fulltime employees working on IT Enabled Services (ITES)                                            | Self Attested Certificate (signed by Company Secretary) to ensure rolls of the company meets the qualification criteria  |
| 4             | The bidder shall submit a self declaration for being not under legal action for corrupt or fraudulent practices by any of its clients                                       | Self Attested Declaration (signed by Company Secretary)                                                                  |
| 5.            | Bidder (or prime bidder in case of consortium) should have a minimum turnover of Rs. 200 crore or currency equivalent each year during the last 3 financial years from ITES | Copy of audited financial statements for last 3 financial years<br><br>Certificate from CA for revenue from ITES segment |
| 6.            | Bidder (or prime bidder in case of consortium) should have executed at least 3 end-to-end financial / treasury management software                                          | Copy of Project Completion certificate<br>or                                                                             |

|  |                                                                                                                   |                                   |
|--|-------------------------------------------------------------------------------------------------------------------|-----------------------------------|
|  | application development and maintenance projects of value over Rs 10 Crores each in the last 3 years successfully | Client Reference for verification |
|--|-------------------------------------------------------------------------------------------------------------------|-----------------------------------|

## 6.2. *Evaluation Criteria*

The EoI submitted by firms meeting the above qualification criteria would be evaluated on the basis of the following criteria:

| No.        | Particulars                                                                                                                                  | Max. Marks |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------|
| <b>I.</b>  | <b><i>Past Experience of the firm</i></b>                                                                                                    | <b>50</b>  |
| <b>a.</b>  | Number of years of required experience for Bidder or Prime Bidder in case of Consortium (Minimum 5 years (as on 31 <sup>st</sup> March 2008) | <b>10</b>  |
|            | Between 5 - 10 years                                                                                                                         | 5          |
|            | Experience of 10 years and above                                                                                                             | 10         |
| <b>b.</b>  | Experience in Software development and System Integration of financial/treasury system computerisation                                       | <b>30</b>  |
| i.         | Past experience of work of similar nature in two projects                                                                                    | 10         |
| ii.        | Past experience of work of similar nature in three projects                                                                                  | 20         |
| iii.       | Past experience of work of similar nature in more than 3 projects                                                                            | 30         |
| <b>c.</b>  | Experience of supporting change management and capacity building programmes in government                                                    | <b>10</b>  |
| <b>II.</b> | <b><i>Qualification and Experience of Key Personnel</i></b>                                                                                  | <b>35</b>  |
|            | Qualifications and relevant experience (as on 31 <sup>st</sup> March 2008)                                                                   |            |
| i.         | Team Leader - IT expert with over 10 years of post qualification work experience                                                             | 10         |
|            | Team Leader - At least 5 years in managing development and deployment of Treasury / Finance System                                           | 5          |
| ii.        | Other IT professionals – More than 3 years of post qualification experience in application development                                       | 3          |
|            | IT professionals - At least 1 year in managing development                                                                                   | 2          |

| No.         | Particulars                                                                                                    | Max. Marks |
|-------------|----------------------------------------------------------------------------------------------------------------|------------|
|             | and deployment of Treasury / Finance System                                                                    |            |
| iii.        | Change Management Expert – More than 10 years of experience in change management initiatives in government     | 5          |
| iv.         | Domain Expert – More than 10 years of experience in Treasury / Finance with reference to government operations | 10         |
| <b>III.</b> | <b><i>Financial Strength of the Bidder or Prime Bidder in case of Consortium</i></b>                           | <b>15</b>  |
| <b>a.</b>   | Turnover figure for Last three Years                                                                           | <b>10</b>  |
|             | <i>Qualifying turnover should be at least Rs. 200 crores</i>                                                   |            |
|             | Average turn over for 3 years (2005-06, 06-07 & 07-08)                                                         |            |
| i.          | Between Rs. 200-300 crores                                                                                     | 5          |
| ii.         | More than Rs. 300 crores                                                                                       | 10         |
| <b>b.</b>   | Average Net Profit for 3 years (2004-05, 05-06 & 06-07)                                                        | <b>5</b>   |
| i.          | Up to Rs. 20 crores                                                                                            | 3          |
| ii.         | More than Rs. 20 crores                                                                                        | 5          |

In order to be considered for the short-list, the minimum qualifying marks is 60.

- EOIs for which an acceptable notice of withdrawal has been submitted by an applicant shall not be opened.
- DOF would subsequently examine and evaluate Applications in accordance with the criteria set out above.
- DOF reserves the right to reject any Application, if:
  - At any time, a material misrepresentation is made or discovered; or
  - The Applicant does not respond promptly and diligently to requests for supplemental information required for the evaluation of the EOI.

## 7. Application

### 7.1. *Schedule of Event (Timelines)*

Applications should be submitted before 1500 hours IST on November 20<sup>th</sup>, 2008. This is defined as the Application Due Date.

DOF may, in exceptional circumstances, and at its sole discretion, extend the Application Due Date by issuing an Addendum.

| Activity                       | Date                                |
|--------------------------------|-------------------------------------|
| Availability of EoI Document   | 20 <sup>th</sup> October'08 onwards |
| Last date of submission of EoI | 20 <sup>th</sup> November'08        |

Applications will be opened 30 minutes after the Application Due Date.

Any Application received after the Application Due Date and time shall not be accepted by DOF and shall be summarily rejected.

### 7.2. *Processing Fee*

All interested parties are required to pay Rs 50,000/- (Rupees Fifty Thousand only) as Bid Processing Fee payable by demand draft favouring Director, Directorate of Institutional Finance, Madhya Pradesh, Bhopal payable at Bhopal.

EOI document can be obtained by post / courier upon a written request accompanied by the cost of the document. Directorate of Institutional Finance shall not be responsible for any delay, loss or non-receipt of the EOI document sent by post courier.

Interested firms may also use the downloadable EOI form from the DOF website. While using the downloaded document, parties should submit a demand draft of Rs. 50,000/- favouring Director, Directorate of Institutional Finance, Madhya Pradesh, Bhopal payable at Bhopal while submitting their application.

Interested parties may also submit their proposal through e-mail. Submissions should be emailed to [difbho@mp.nic.in](mailto:difbho@mp.nic.in) before the Application Due Date. Applicants should submit a demand draft of Rs. 30,000/- favouring Director, Directorate of Institutional Finance, Madhya Pradesh, Bhopal payable at Bhopal while submitting their application. The demand draft should reach the office of Director, Directorate of Institutional Finance within application due date. If the bid processing fee is not received within Application Due Date, the email submission of the EOI shall be summarily rejected. Directorate of Institutional Finance shall not be responsible for any delay, loss or non-receipt of the demand draft sent by post / courier.

### **7.3. *Submission of Application***

All applications shall be submitted in the manner and form as detailed below-

Interested parties can submit EOI in a hard copy along with a soft copy on CD. Any submission by facsimile is not acceptable.

EOI can also be submitted through e-mail in PDF format. Submissions should be emailed to [difbho@mp.nic.in](mailto:difbho@mp.nic.in) before the Application Due Date. If the EOI is not received within Application Due Date, the submission of the EOI shall be summarily rejected.

**In case of submission of EOI in hard copy, the envelope shall clearly bear the following identification:**

**“APPLICATION FOR EXPRESSION OF INTEREST (EOI) FOR APPOINTMENT OF  
SYSTEM INTEGRATOR FOR INTEGRATED FINANCIAL MANAGEMENT  
INFORMATION SYSTEM FOR FINANCE DEPARTMENT, GOVERNMENT OF  
MADHYA PRADESH, ON TURN-KEY BASIS”**

**“To be opened by Sub-Committee only”**

If the envelope is not sealed and marked as instructed above, DOF assumes no responsibility for the misplacement or premature opening of the contents of the Application submitted and such Application may at the sole discretion of DOF, be rejected.

#### **7.4.      *Address for Submission of Application***

All applications should be submitted in a sealed envelop on the following address:

**Director,  
Directorate of Institutional Finance,  
Government of Madhya Pradesh,  
C-Wing, First Floor,  
Vindhyachal Bhawan,  
BHOPAL (MP), India 462 004**

#### **7.5.      *Qualification and Notification***

After the evaluation of Applications, DOF would announce a list of short listed Applicants who meet the Qualification Criteria.

The Qualified Applicants would then be requested to submit a detailed Proposal in the form and manner to be set out in the RFP Document.

### **8. Conflict of Interest**

8.1 Conflicting activities: A firm hired to provide consulting Assignment/job for the preparation or implementation of a project, and any of its affiliates, shall be disqualified from 5 subsequently providing goods or works or Assignment/job other than consulting Assignment/job resulting from or directly related to the firm's consulting Assignment/job for such preparation or implementation. A Consultant hired to prepare Terms of Reference for an Assignment/job should not be hired for the Assignment/job in question

8.2 Conflicting relationships: A system integrator (including its Personnel and Sub-Consultants) that has a business or family relationship with a member of the DOF's staff who is directly or indirectly involved in any part of;

- (i) The preparation of the Terms of Reference of the Assignment/job,
- (ii) The selection process for such Assignment/job, or
- (iii) Supervision of the Contract may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the DOF throughout the selection process and the execution of the Contract.

8.3 SI have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Employer, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the Standard forms of technical proposal provided herewith. If the bidder fails to disclose said situations and if the DOF comes to know about any such situation at any time, it may lead to the disqualification of the SI during bidding process or the termination of its Contract during execution of assignment.

8.4 No agency or current employees of the DOF shall work as Consultants under their own ministries, departments or agencies

## **Annexure**

### ***Annexure I - Application Form (To be submitted in 2 Copies)***

**Application Form to be considered for:**

**Project Title: SYSTEM INTEGRATOR FOR INTEGRATED FINANCIAL  
MANAGEMENT INFORMATION SYSTEM (IFMIS),  
GOVERNMENT OF MADHYA PRADESH, ON A TURN-KEY  
BASIS**

**Contract No -**

Please enter the information requested in the spaces provided. Application from separate legal entities of worldwide organisations or multi nationals is acceptable, provided the organisations are eligible to operate in competition with each other. Questions 1, 2, 3 & 4 must be answered for all the consortium partners and the lead partner should be clearly highlighted. Please note that the only additional information should be attached to this application form that is requested in paragraphs 5 - 7. In case of a consortium of firms, the statement should highlight the specific capabilities of each of the consortium member.

#### ***1: Your Details***

*Your Name (Company or Individual)*

*Parent Company (If Applicable)*

*Your Address*

*Contact Name*

*Contact Telephone Number*

*E-Mail Address*

#### ***2. Information Required for Statistical Purposes Only***

*Country of Registration (Companies)*

*Nationality (Application from Individuals)*

*Number of Employees (as appropriate)*

**3. Years in Business**

*How many years have you been in business?*

**4. Turnover:**

*What was your company's total annual turnover in Indian Rs Lakh for the last three years?*

*One year ago?*

*Two years ago?*

*Three years ago?*

*What was your net profit in Indian Rs Lakh, for the last three years?*

*One year ago?*

*Two years ago?*

*Three years ago?*

**5. Capability Statement:**

*Please attach a Capability Statement, of no more than **five A4** pages in font size 11, which in addition to 4 above, illustrates your skills and experience of providing the service under this Contract Notice.*

**6. CV(s) of Key Personnel**

*Please provide, as an annex to this form, abridged CV(s) of **no more than two pages (for each individual)** in respect of key personnel who would be expected to provide the services listed in the Contract Notice and their relevant experience.*

**7. Statement on Conflict of Interest, if any**

*Please provide a statement on any perceived conflict of interest as per the situations described under Clause 8.*

## ***Annexure II – Format for Submission of Project Credentials***

Please provide details of **a maximum of five (5) projects** meeting the experience criteria. The project experience statement shall be provided in the prescribed format given below:

| Title                                                                                                             |                     | Description |            |  |  |  |  |
|-------------------------------------------------------------------------------------------------------------------|---------------------|-------------|------------|--|--|--|--|
| Client Name                                                                                                       |                     |             |            |  |  |  |  |
| Address of the Client                                                                                             |                     |             |            |  |  |  |  |
| Client reference (must be employee of client organization)                                                        | Name & Designation: | Phone no.:  | e-mail ID: |  |  |  |  |
| Project title                                                                                                     |                     |             |            |  |  |  |  |
| Type of project<br>(ERP, Financial Management/Treasury, Multi-location, eGovernance etc)                          |                     |             |            |  |  |  |  |
| Project Scope (in brief)                                                                                          |                     |             |            |  |  |  |  |
| Brief description of integration methodology and reuse of components                                              |                     |             |            |  |  |  |  |
| Provide the Solution Architecture, Technical architecture, and Network architecture for each implemented project. |                     |             |            |  |  |  |  |
| Project location(s)                                                                                               |                     |             |            |  |  |  |  |
| Value of the project (in INR only)                                                                                |                     |             |            |  |  |  |  |
|                                                                                                                   |                     |             |            |  |  |  |  |

|                                                |  |
|------------------------------------------------|--|
| Status of the project (Completed/<br>On-going) |  |
| Start date of the project<br>(DD/MM/YY)        |  |
| End date of the project<br>(DD/MM/YY)          |  |