Government of the People's Republic of Bangladesh
Prime Minister's Office
Bangladesh Economic Zones Authority
Monem Business District (Level-12)
111, Bir Uttam C.R.Dutta Road, Dhaka-1205
www.beza.gov.bd

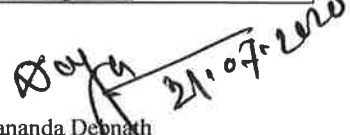Memo No: 03.07.0000.020.07.075.2020- 1410

Date: 21 July 2020

Request for Expression of Interest (EOI)
[Revised]

The EoI notice referring to 03.07.0000.020.07.075.2020-1286 dated 02 July 2020 published in newspaper/ other media is revised herewith and published accordingly:

	Description:		
1.	Ministry/Division	:	Prime Minister's Office
2.	Agency	:	Bangladesh Economic Zones Authority (BEZA)
3.	Procuring Entity	:	Bangladesh Economic Zones Authority (BEZA)
4.	Title of Service	:	BEZA Management System (BMS)
5.	Procuring Entity District	:	Dhaka (BEZA HQ)
6.	EOI for Selection of	:	A consulting firm for developing an automation system of fund, land, and document management for BEZA (BEZA Management System - BMS).
7.	EOI Ref. No.	:	PS3-Own DPP-2020
8.	EOI Publication Date	:	24 July 2020 or before
	Key Information:		
9.	Procurement Method Applied	:	
	a) Procurement Method	:	International Competitive Bidding (ICB)
	b) Procurement Sub-Method	:	Quality and Cost Based Selection (QCBS)
	Funding Information:		
10.	Budget and Sources of Funds	:	BEZA Own Fund (Own Fund Project)
11.	Development Partner (if applicable)	:	None
	Particular Information:		
12.	Project/Program Code	:	Not Applicable
13.	Project/Program Name	:	Construction of Road & Drainage at Mirsarai EZ in BSMSN and Consultancy Services (Own Fund Project)
14.	EOI Closing Date & Time	:	27 August 2020 at 3.00 PM (Bangladesh Local Time)
	Information for Applicant:		
15.	Brief Description of the Assignment	:	**The services include not limited to:** i) Design, develop, testing, commission and maintenance the BEZA Management System (BMS) to achieve an automation system towards proper, efficient and effective management of fund, land and document; and ii) A two phased approach will be taken for this assignment with Phase-I consisting solution of the system and Phase-II consisting implementation and maintenance of the system.
16.	Experiences, Resources, & Delivery Capacity Required	:	
	a) Qualification and Experiences	:	i) Minimum 5 (five) years of general experience in the role of Consulting Firm from its years of operation in country of incorporation (In case of JV, each member shall meet the requirement). Prime consultant or JV member has to register in Bangladesh and 'age of firm' in Bangladesh with permanent or registered office is minimum 3 (three) years. ii) Minimum 2 (two) years specific experience under consultancy contract related to IT

			solution in the role of Prime consultant or JV member to the main client (In case of JV, each member shall meet the requirement).
	b) Required Financial Capability	:	i) The audited balance sheets, statements of profit & loss and annual reports for the last 3 financial years (FY 2016-17 to FY 2018-19) must demonstrate (a) 'Positive Net Worth' for each of the last three (3) financial years; (b) Profit (i.e. Profit Before Tax) for at least two (2) out of last three (3) financial years; (c) Minimum 'Annual Total Revenue' averaged USD 5.00 (five) million in the last three (3) financial years; and (d) Minimum 'Annual Consultancy Revenue' averaged USD 2.00 (two) million in any one (1) of the last three (3) financial years. (ii) In case of JV, requirement (a) and (b) above shall be met by each member, and requirement under (c) and (d), each member shall meet at least 25%, lead member shall meet at least 40% and all members together shall meet 100%.
	c) Expected Team Composition	:	Team Leader, Deputy Team Leader, Business Process Reengineering Expert, Technical Solution Architect, Subject Matter Expert, Maintenance Support Lead, ICT Expert, Business Analyst, GIS Expert, Sr./Jr. Developer, Database Developer, Test Lead, Tester etc.
17.	Contract Execution Period	:	The duration of the contract is expected to be 22 Months (10 months for Phase-I + 12 months for Phase-II).
18.	Other Details (if applicable)	:	The Consultant shall carry out extensive stakeholder discussions to understand detailed requirements, select a system architecture, suggest improved business processes with detailed process maps for reengineered processes, develop a "to be" state of three components, suggest change management guidelines for smooth transition from paper-based system to automated stage, integrate BEZA system with other external systems like OSS, create training manuals & delivery of training to departmental staff etc.
19.	Association with Foreign Firm	:	The Consulting firm may associate with foreign/local firm to enhance their qualifications, but should mention whether the association is in the form of a "joint-venture" or of "sub-consultancy". All members of such association should have real and well-defined inputs to the assignment and it is preferable to limit the total number of firms/institutes in the association to three.
20.	The Criteria for Shortlisting	:	The criteria for shortlisting would be past contract performance and litigation, financial status and capacity, and general & consultancy experiences of the firm(s).
21.	Package Details	:	

	Ref./Package No.		Location	Indicative Start Date	Indicative Completion Date
	PS3-Own DPP-2020		Dhaka (BEZA HQ)	01 January 2021	31 October 2022

Procuring Entity Details:

22.	Name & Designation of Official Inviting EOI	:	Doyananda Debnath Manager (MIS & Research)
23.	Address of Official Inviting EOI	:	Bangladesh Economic Zones Authority Prime Minister's Office Monem Business District (Level-12) 111, Bir Uttam C. R. Dutta Road Dhaka-1205, Bangladesh
24.	Contact Details of Official Inviting EOI	:	Phone: + (88) (02) 9632463 E-mail: mmis@beza.gov.bd
25.	Particular Instruction:	:	• The Procuring entity reserves the right to accept or reject all EOIs for any reason whatsoever; • Consultant will be selected in accordance with the procedure set out in Public Procurement Act 2006 and Public Procurement Regulations 2008; • This EOI notice is also available in www.dgmarket.com as well as BEZA website www.beza.gov.bd and CPTU website www.cptu.gov.bd; and • The list of required documents to be submitted with application and detailed Terms of Reference (TOR) are available in the website www.beza.gov.bd.

Doyananda Debnath
(Deputy Chief)
Manager (MIS & Research)
Bangladesh Economic Zones Authority

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Terms of Reference (ToR)

for

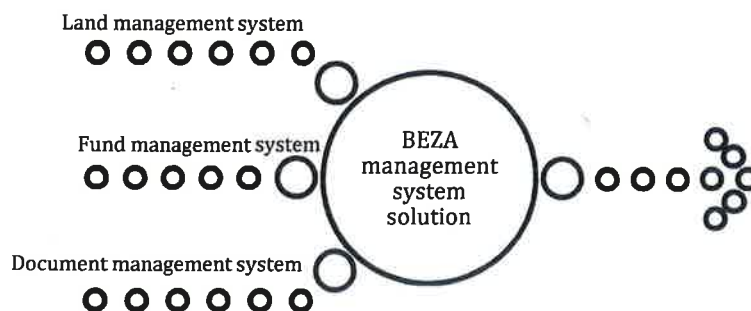**BEZA Management System Solution (BMS)**

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A. Project Background

Over the years, Bangladesh has made significant progress in economic growth and poverty reduction. Rapid growth has propelled the nation from a low income to low middle-income country status within next 2 years. In the fiscal year (FY) 2019, per capita gross national income (GNI) stood at US$ $1909, which is much higher than the low middle-income country threshold of US$ 1,025. Bangladesh's per capita GNI grew close to twentyfold from US$100 in 1972 to US$ $1909 in 2019[1]. In spite of this impressive progress, growth remains below potential. The Bangladesh economy needs to grow at almost 8 percent annually to achieve its ambitious aspiration of attaining middle-income status by 2021.[2]

The GoB's objective is therefore to maximize the potential direct and indirect impacts through a more modem regime of Economic Zones (EZs). As such, the Government has launched an effort to develop a new EZ paradigm in Bangladesh drawing from numerous successful examples from around the world. In addition, the GoB is expecting additional spill over effects to local firms stemming from new foreign direct investment and from more investment within value chains. This will in turn stimulate the procurement of more local products and produce better linkages between firms and educational institutions. The new EZ regime provides for a new approach both in management and investment. The policy allows the Government to develop and pilot an approach that is less reliant on Government and fiscal subsidies, while leveraging comparative advantages and private sector capability, where possible.

Bangladesh Economic Zones Authority (BEZA) has been established as an outcome of the Government's Bangladesh Economic Zones Act, 2010. BEZA was officially instituted by the government on 9th November 2010. BEZA aims to establish economic zones in all potential areas in Bangladesh including backward and underdeveloped regions with a view to encouraging rapid economic development through increase and diversification of industry, employment, production and export.

A key component of BEZA's Vision 2021 is Ensuring effective governance. Central to this is monitoring of internal activities and encouraging efficient management & monitoring programs for implementing commitments[3]. As BEZA has an ambitious target of establishing one hundred EZs in fifteen years with an employment generation of ten million with development of 30,000 hectares of land it is imperative to ensure that internal processes are sufficiently robust to support this scaling up. Existing processes must be overhauled and manual steps reduced by embracing ICT driven automation. This will create a technologically advanced BEZA, which will be imbibed with superior decision-making capability by leveraging insights from data. In addition, benefits like increased transparency, improved process efficiency and productivity are expected to accrue to BEZA thanks to holistic technology proliferation. With such a goal, the BEZA management system has been envisaged to technologically infuse processes centring around three areas, namely Land management system, Fund Management System, Document Management System.

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[1] https://www.macrotrends.net/countries/SWZ/eswatini/gni-gross-national-income
[2] World Bank: https://data.worldbank.org/indicator/
[3] http://www.beza.gov.bd/wp-content/uploads/2016/07/Vision-Document.pdf

B. Project Objectives

BEZA is undertaking a transformative journey to emerge as a technology-based organization that leverages data driven decision-making. Technology will be utilized to ameliorate processes pertaining to land management system, fund management system, document management system. There is a stringent need to infuse technology in existing processes to augment efficiency, effectiveness and transparency. BEZA has thus opted to enlist a globally experienced firm with deep expertise in consulting and implementation to drive this strategic project of creation of BEZA management system solution.

A two phased approach is taken for this assignment with phase I consisting of solution design and phase II consisting of implementation.

The project will culminate in the implementation of BEZA Management system solution with the following key features:

- Land Management
    - Acquisition of land
    - Record Management
    - Estate management
    - GIS integration
    - Integration with Financial and Fund Management
    - Dashboarding
- Fund Management
    - Budget Classification
    - Department-wise estimation
    - Manage income and expenditure
    - Deposits management
    - Loan management
    - Financial reports
- Document Management
    - Document upload, search and archive
    - Document indexing
    - Versioning
    - Access control
- Dashboard and others
    - Program and project monitoring
    - Status tracking
    - MIS reports
    - Integration with other systems

C. Scope of Work - Detailed Requirements

The broader Scope of the project is to perform consulting and assess the different process related to Fund management, Land Management and Document management. Design, develop, deploy and support the Fund management, Land Management and Document management system.

The project duration is 22 months including 12 months of warranty support and maintenance. The overall engagement is divided into different phases.
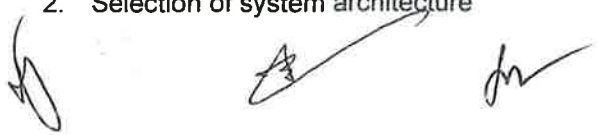
Phase 1: **Design, development and implementation of BEZA Management System**

This phase is further split into components as follows:

1. Component I: Land Management System
2. Component II: Fund Management System
3. Component III: Document Management System

General activities:

1. Carry out extensive stakeholder discussions to understand detailed requirements
2. Selection of system architecture

3. Analyse gaps in the existing processes and workflows and assess improvement areas
4. Identify critical system bottle necks and the critical path of business processes
5. Suggest improved business processes with detailed process maps for reengineered processes
6. Validate reengineered processes with process owners
7. Develop a "to be" state of Component I, Component II and Component III
8. Draft the functional requirement specification and Software requirement specification
9. Suggest change management guidelines for smooth transition from paper-based system to automated stage
10. Integration of BEZA system with other external systems like OSS
11. Preparation of Implementation and support plan
12. Creation of training manuals, FAQs and videos
13. Preparation of Training Plan, Training Material &Delivery of Training to Departmental Staff

## Component I (Land management system)
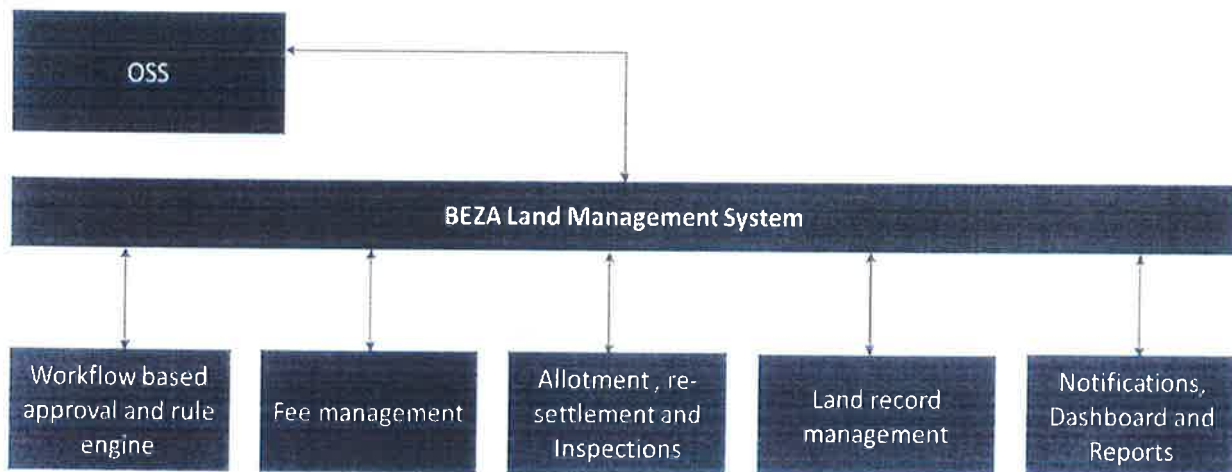
Key features of Land management system:

1. System should have workflow functionality for approval, rejection and tracking of the investment proposal
2. Geo-tagging of allocated, non-allocated land based on provided coordinates
3. Digitisation, Attribute & Geo referencing of Maps
4. Symbolization and map preparation for publishing
5. GIS mapping application development
6. Land allotment workflow for application form processing and outcome documents like permits, certificates
7. Plot allotment and balancing system must be ensured according to Master Plan
8. System should be integrated with fund management module to give end to end tracking of fund spent on acquiring any area of land once fund transfer is complete
9. System should have a functionality to filter out legally disputed lands
10. System should have the opportunity for the investors to track their application status and progress
11. System should maintain record in the Estate Register
12. The system should have the capacity and capability to integrate and interact with the existing GIS application at BEZA for land management
13. System should be able to identify land/plots/area that is yet to be sold/ allotted. System to restrict trigger of workflow for already allotted land or that are under legal dispute
14. The application should be capable of storing and displaying parameters for each land parcel currently stored in GIS application
15. User should have an option to select the land on GIS screen and view necessary details available in GIS or the new application
16. Ability to view detailed ledger against each land parcel/ plot w.e.f. date system go-live along with any opening balances from data migration

17. Recommend tracking mechanism to provide real time update of Land Leasing status to stakeholders / investors
18. Payment gateway integration for land related fee collection
19. System should have analytical dashboards to track efficiency of operations
20. Manage multiple lease types
21. Upload and attach multiple documents related to land in MS Word, MS Excel, PDF, JPEG and others
22. Agreement management - Managing agreement related documents
23. Notification and reminders - For scheduled payments, lease lapse
24. Facility to upload site visit and inspection report
25. Suggest mechanism to include search options in the system which will provide BEZA with real time access to historical land data
26. Information dashboard for Current Status Visualizations
27. Access management and investor profiling system
28. MIS reports for allotment, due fee and others
29. Integration of proposed system with BEZA OSS
30. Deployment of the Land management solution in the testing and production environment.

Note - The intention of this document is to give a basic knowledge to the bidder regarding BEZA's internal processes. After selection, SI would need to understand the all processes in detail by interacting with key stakeholders.

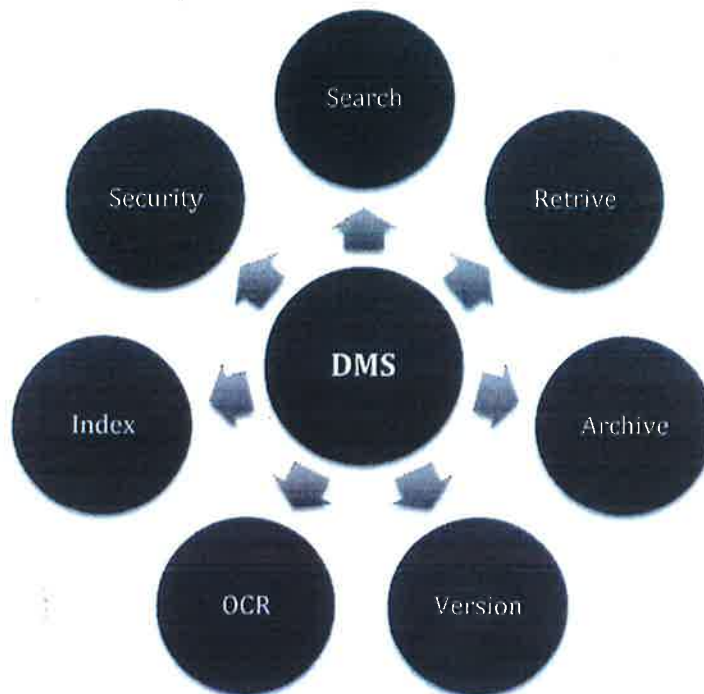## Component II: (Fund Management System)
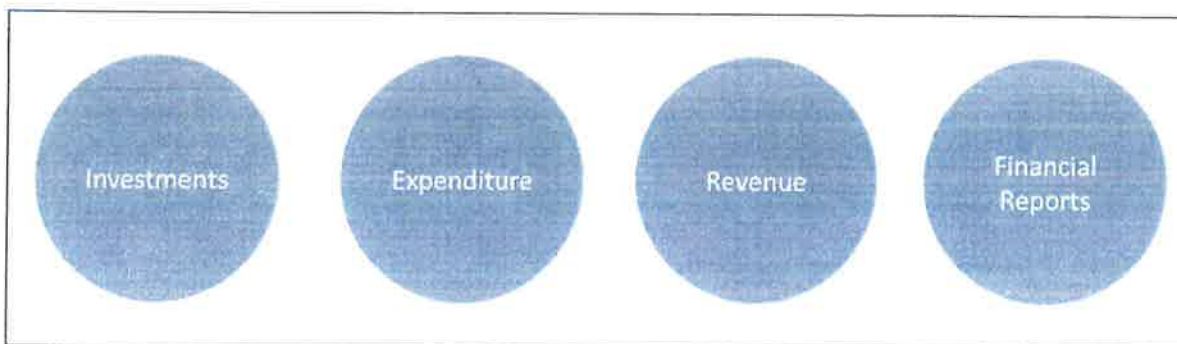
Key features of fund management system:

1. Provision the system for real time updates of funds inflows and fund outflows (expenses, capital expenditures etc.)
2. The proposed system should have an in billed Accounting system.
3. Project investment -
   a. Define sources of funds received through Govt. Budget, donor agencies, PPP and others
   b. Define allotment head (project) and sub heads for budgeting
   c. Provision for year wise allotment of funds to projects, sub-heads
   d. Head wise, project wise, fund source wise mapping to real time monitor inflow and outflow of funds
4. Expenditure –
   a. Define expenditure head and mapping of these heads with projects
   b. Define project expenses and overhead expenses
   c. Integration with other financial system to track release of funds under projects
   d. Facility to upload utilization reports against disbursement / disbursements
5. Revenue -
   a. Capture investor wise payments for different services
   b. Realise real time receipt of funds, service fees, payment of services from OSS
   c. Capture selling of tender schedule/ Security deposit through payment gateway
6. Financial reports -
   a. Create the framework for improved reporting of financial figures and suggest ICT interventions to streamline the budgeting process
   b. Design the integrated dashboard for end to end management of fund flows

Note - The intention of this document is to give a basic knowledge to the bidder regarding BEZA's internal processes. After selection, SI would need to understand the all processes in detail by interacting with key stakeholders.

Component III: (Document Management System)

Key features of fund management system:

1. Design the end to end document management system
   a. Define the processes for document scanning, archival/storage, retrieval
   b. Define the processes for report publication (business updates, quarterly progress, project status etc.)
   c. Define the storage requirements of various file types (jpeg, doc, pdf, ppt, etc)
   d. Indexing and versioning of the documents
   e. Access management to view , edit documents
   f. Full text search for easy retrieval of the documents
   g. Feature to publish documents within organization or to public domain
   h. OCR
2. Improved security of confidential documents
3. Design the integration mechanism of DMS with the National e-Filing system
4. Design the integration mechanism of document management system with the rest of the BEZA management system solution
5. Design workflows associated with use of the document management system
6. Deployment of the Document management solution in the Production environment.

Note - The intention of this document is to give a basic knowledge to the bidder regarding BEZA's internal processes. After selection, SI would need to understand the all processes in detail by interacting with key stakeholders.

Phase II - Warranty Support and Maintenance

1. Develop support & maintenance strategy/plan
2. Monitor the application logs at random to identify any errors/warning in proactive manner
3. Setup a process for data backup and data recovery for any disaster
4. Training and Handholding (as mutually agreed)
5. Knowledge transfer to BEZA personnel

6. Setting up, operational management and maintenance team to resolve queries regarding various processes, services of the department etc. as well as internal user queries regarding the IT infrastructure, Application trouble shooting etc.

Note:

1. Scanning and uploading of documents up to (100000 pages) will be carried out by firm as per defined scope of work. For extra digitization, Beza will pay separately.
2. Hosting of the applications is out of scope of the Service provider. The application is expected to be hosted in National Data center
3. Procurement of Hardware, storage, network ad security components are out of scope of the Service Provider
4. Maintaining the disaster recovery site, backup , recovery and replication is outside the scope of the service provider
5. Service provider will manage services provided by BEZA
6. Creating the spatial data base of the land record is out of scope of the project
7. Field Survey and field data capture is outside the scope of the project

D. Reporting and Timeframes

The duration of the assignment is 22 months

- **Phase I: Design, development and implementation of BEZA Management System: Duration is 10 months (300 days)**
- **Phase II: Warranty Support and Maintenance: Duration is 12 months (365 days)**

Final Outputs

(T0 = date of on boarding of firm. T1 = start of phase II)

#	Name of deliverable	Timeline (In Days)
Phase I : Design, development and implementation of BEZA Management System		
All Modules: Land , Fund and Document Management		
1	System study and as-is report	T0 + 15
2	Business Process Reengineering and Change management report	T0 + 30
3	Software Requirement Specifications document (Agile)	T0 + 45
Work stream 1: Document Management System		
1	Design, development and testing of the system	T0 + 90 days
2	UAT and enhancements	T0 + 110 days
3	UAT and Go-live of system	T0 + 120 days
Work stream 2: Land Management System		
1	Design, development and testing of the system	T0 + 210 days
2	UAT and enhancements	T0 + 225 days
3	Go-live of system	T0 + 230 days
Work stream 3: Fund Management System		
1	Design, development and unit testing of the system	T0 + 260 days
2	UAT and enhancements	T0 + 290 days
4	Go-live of system	T0 + 300 days
Total time to deliver complete system – 300 days		
Phase II: Warranty Support and Maintenance (For 12 months after final deliverable)		

BEZA has to approve reports/communicate comments within 7 days. All deliverables has to be given in 5 (five) copies (in colour and offset paper bookbinding). The language will be in English.

E. Expert Competencies

E1. Phase I: Design, development and implementation of BEZA Management System

The team composition and qualifications for key experts to conduct Phase-I are as follows:

#	Name of position	Requirements	Effort in Man Months
1	Team Leader (International)	• Bachelor of Engineering/Technology OR MBA (master's in business administration)/PGDM (Post graduate diploma in management) • 10 years of experience in large scale ICT implementation projects • Experience in managing 3 Implementation projects in Government Sector • Project management and monitoring experience • PMP / Prince 2 Preferred	6
2	Deputy Team Leader	• Bachelor of Engineering/Technology OR MBA/PGDM • 08 years of project management experience • Experience in working in 2 implementation projects in Government	8
3	Business Process Reengineering Expert (international)	• Bachelor of Engineering/Technology OR MBA/PGDM • 10 years of business process reengineering experience • Should have been involved in 2 government projects of similar engagement	2
4	Technical Solution Architect (International)	• Bachelor of Engineering/Technology • 10 years of experience in technology architecture and solution architecture. TOGAF certification preferred	4
5	Subject Matter Expert (International)	• Bachelor of Engineering/Technology OR MBA/PGDM • 10+ years of experience • 5 years of experience in Economic zone /Greenfield project / Land Management / Investment promotion.	2
6	ICT Expert	• Bachelor of Engineering/Technology OR MBA/PGDM/master's in engineering • 10 years of ICT consulting or implementation experience • Should have works in 2 ICT project in Government sector in similar engagement	2
7	Business Analyst	• Bachelor of Engineering/Technology OR MBA/PGDM • 05 years of business analysis experience • Should have worked in Government sector • Certified Business Analyst preferred	6
8	GIS Expert	• Bachelor of Engineering/Technology OR MBA/PGDM OR Equivalent • Must have minimum 10 years of RS/GIS industry experience out of which at least 3 years in Govt. Consulting large Government GIS project implementation • Project experience must include Large Scale GIS Mapping, GIS database preparation, Web GIS Integration and Open Source Web GIS Project Implementation Experience	6
9	Senior Developer (Multiple Positions)	• Bachelor of Engineering/Technology/Master of Computer Application • 8 years of software development experience	24

#	Name of position	Requirements	Effort in Man Months
		• Experience is delivering 2 IT Government project	
10	Junior Developer (Multiple Positions)	• Bachelor of Engineering/Technology/Master of Computer Application • Should have experience in delivering government project • 05 years of software development experience	32
11	Database Developer	• Bachelor of Engineering/Technology/Master of Computer Application • 08 years of database development experience in the ICT domain • Should have been involved in 2 Government implementation projects • Database certification will be preferred	8
12	Test Lead	• Bachelor of Engineering/Technology/Master of Computer Application • 8+ years of quality assurance experience in the ICT domain • Should have been involved in 2 Government implementation projects • Certification in Testing preferred	4
13	Tester	• Bachelor of Engineering/Technology/Master of Computer Application • 4+ years of quality assurance experience in the ICT domain • Should have been involved in 2 Government implementation projects • Certification in Testing preferred	10
Total Man Months			**114**

The assignment also includes the following non-key experts:

1. Coordination Support Manger (10 Months)
2. Others (if applicable)

E2. Phase II: Warranty Support and Maintenance

The team composition and qualifications for key experts to conduct Phase-II are as follows:

#	Name of position	Requirements	Efforts in Man Months
1	Team Leader (International)	• Bachelor of Engineering/Technology OR MBA (master's in business administration)/PGDM (Post graduate diploma in management) • 10 years of experience in large scale ICT implementation projects • Experience in managing 3 Implementation projects in Government Sector • Project management and monitoring experience • PMP / Prince 2 Preferred	2
2	Maintenance Support Lead	• Bachelor of Engineering/Technology OR MBA/PGDM • 08 years of project management experience • Experience in working in 2 implementation projects in Government	3
3	Developer	• Bachelor of Engineering/Technology/Master of Computer	

#	Name of position	Requirements	Efforts in Man Months
	(Multiple Positions)	Application , • Should have experience in delivering government project • 05 years of software development experience	24
4	Database developer	• Bachelor of Engineering/Technology/Master of Computer Application • 08 years of database development experience in the ICT domain • Should have been involved in 2 Government implementation projects • Database certification will be preferred	2
5	Tester	• Bachelor of Engineering/Technology/Master of Computer Application • 03 years of quality assurance experience in the ICT domain • Should have been involved in 2 Government implementation projects • Certification in Testing preferred	3
Total Man Months			34

The assignment also includes the following non-key expert:

1. Coordination Support Manager (4 Months)

F. General Experiences

The firm should have long standing experience in software implementation of large-scale government projects. The firm should also have experience of implementation, knowledge and understanding of the operation of industrial zones or EZs, verifiable success in the delivery of high-quality outputs within time and budget constraints.

BEZA encourages software vendors with applications which meets a minimum of 80% functionally mentioned on this TOR to provide alternate proposal to reduce the time-line and cost of the final solution. Alternate solution may include Software as a Service (SaaS) and Packaged Enabled Reengineering Agile method to reduce risk associated with the standard Waterfall SDLC method described on this TOR.

The firms may associate to enhance their qualifications but should mention whether the association is in the form of a "joint-venture", or of "sub-consultancy". All members of such association should have real and well-defined inputs to the assignment, and it is preferable to limit the total number of firms/institutes in the association to three. Moreover the lead firm/bidding entity should be a CMMI level 3. *The shortlisting criteria of the firm is append in Annexure.*

All firms are required to submit full technical and financial proposals, which will be evaluated according to the quality- and cost-based selection (QCBS) method described in the PPA (2006) & PPR (2008).

G. Facilities and Equipment

The consulting firm should have the following facilities:

- Furnished office space
- Office infrastructure including printer and other logistics
- Seating arrangement for project team
- Means of transportation from office location to stakeholder locations

The procure entity needs to ensure:

- High bandwidth internet connectivity
- BEZA to assist the firm in coordination with other departments as necessary
- Deployment of Government machinery in support of project objectives.

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Shortlisting of Firms
BEZA Management System Solution (BMS)

Required Documents to Submit EOI Application

N.B.: The document refers minimum requirements for shortlisting based on detailed TOR.

I. Past contract performance and litigation

Criteria	Requirements
1) Past Contract Non-performance	➤ Please inform *Procuring Entity* of any such instances during submission of *EOI* Application (In case of JV, applicable for each member).
2) Pending Contract Litigation	➤ Statement/calculation sheet (with proof document) for a positive 'Adjusted Net Worth' determined as per the financial statements for the latest financial year (*FY 2018-19*), adjusted for 'Pending Contractual Litigation Value' as considered below: • **'Pending Contractual Litigation Value'** shall be deemed to be 25% of the aggregate value of pending litigation across all contracts, net of provisions made in the latest audited financial statements (*FY 2018-19*), which shall be deducted from the net worth to arrive at the 'Adjusted Net Worth'. • **'Adjusted Net Worth'** shall be the net worth as per the latest financial statements less [25% of Pending Contractual Litigation Value less provisions made in the latest audited financial statements for pending contractual litigations] = Positive ➤ In case of JV, the statement/calculation sheet (with proof document) is required for each member.
3) Contract Litigation History	➤ The aggregate amount of awards against the Applicant, if any, since 01 June 2015 (In case of JV, applicable for each member).

II. Financial status and capacity

Criteria	Requirements
1) Financial Status	➤ The audited balance sheets, statements of profit & loss and annual reports for the last 3 financial years (FY 2016-17 to FY 2018-19) with statement/calculation sheet of follows:

Criteria	Requirements
	a. Positive Net Worth for each of the last three (3) financial years defined above; b. Profit (i.e. Profit Before Tax) for at least two (2) out of last three (3) financial years; c. Annual 'Total Revenue' of bidding entity in the last three (3) financial years; and d. Annual 'Consultancy Revenue' of the last three (3) financial years. ➤ In case of JV, the statement/calculation sheet (with proof document) is required for each member.

III. Experiences

Criteria	Requirements
1) General Experience	➤ Proof document for years of operation in country of incorporation (In case of JV, applicable for each member); ➤ Proof document for registration in Bangladesh, if any, for Prime Consultant or JV member.
2) Specific Experience	➤ Proof document for consultancy contract related to IT solution in the role of Prime consultant or JV member to the main client (In case of JV, applicable for each member); ➤ List of IT projects (with contract value) executed in the Government & Public Sector domain in the last 5 years (proof documents required); and ➤ List of assignments experienced in IT solution using "open source technologies".
3) Skilled Human Resources (key staff only)	➤ Tentative list of key experts (by mentioning name, position, qualification and experiences).

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