



**Invitation for Expression of Interest (EOI)
for Programme Monitoring Unit (PMU)
for e-Shakti Project in Bihar**

Bihar Rural Development Society (BRDS), an autonomous society promoted by the Rural Development Department and committed to the cause of eradicating poverty, promoting sustainable and productive employment and fostering social justice for our rural residents, invites Expression of Interest (EOI) for Programme Management Unit (PMU) for one of the flagship projects of the Rural Development Department named e-Shakti. Conceived in the year 2007 as an e-muster project for improving delivery mechanism of MGNREGS (through biometric attendance and wage disbursement by the use of smart cards provided to beneficiaries), the e-Governance initiative by Government of Bihar was later renamed as e-Shakti with a plan to make it multipurpose and eliminate corrupt practices in the implementation of various government schemes. e-Shakti is currently being implemented and running as a pilot project in the district of Patna while the process of data collection is being carried out in the three districts of Nalanda, Vaishali, Muzaffarpur. Government of Bihar has announced the full scale implementation of the e-Shakti project with the objective of extending the benefits of the project to all the 5.19 Crore adult population (aged above 18 years). In subsequent years, e-Shakti cards would also be used for PDS, social security and other Government schemes.

For a project so critical to rural development and being implemented on such magnitude, it is imperative that there be a monitoring team at the department level (state headquarters) so as to ensure the intended outcomes are efficiently achieved as per the announced timeframe. Monitoring and evaluation (M&E) of development activities provides government officials, development managers, and civil society with better means for learning from past experience, improving service delivery, planning and allocating resources, and demonstrating results as part of accountability to key stakeholders.

The **Project Management Unit (PMU)** will interact closely with each of the key stakeholders of the project for effectively providing project management services during the implementation and maintenance of the e-Shakti project in the field.

Broadly, scope of work for the Project Management Unit (PMU) is as given below:

- a) Providing functional & technical supports for effective implementation of the MGNREGS with the help of e-Shakti project in Bihar State in timely manner
- b) Providing functional & technical supports to integrate other schemes as envisaged by the State Government with e-Shakti
- c) Review the implementation strategy and identify bottlenecks and suggest improvements for the complete roll-out of the project based on pilot.
- d) Monitoring and Evaluation of project including preparation of periodic status updates with respect to the implementation of the project.
- e) Role as a Subject Matter Expert for processing and mechanism of handling of the huge volume of biometric data that is captured for the project.
- f) Providing technical services to evaluate the technology, software, hardware and ICT infrastructure deployed for the e-Shakti project
- g) Evaluating the processes adopted to ensure smooth implementation and identifying gaps (if any) and suggesting measures to plug the gaps
- h) Evaluating the software applications and Management Information System (MIS)
- i) Ensuring Strategic Control over the project and all assets created therein
- j) Monitor , evaluate and manage eShakti project, as Support Agency to BRDS.

Team Structure

The bidder would be required to deploy an appropriate team headed by a Full time Project Manager (minimum 10 years' experience) with atleast 3 fulltime Team members / Consultants / subject specialists. The resources proposed for PMU are to include following full time resources

- I. Project Manager (Full-time),
- II. Senior Technical Consultant (Full-time)
- III. Senior Consultant (Full-time),
- IV. Consultant (Full-time),

The specific qualification criteria for each of the role are given below:

Profile	Educational Qualification	Experience
Project Manager	B.E./ B.Tech with MBA from a premier institute	<ul style="list-style-type: none"> • 10 years + of experience • Should have experience in managing large IT projects (> 25 Crores) • Should have experience of working on e-Government Projects • Should have experience of managing IT project for social schemes like MGNREGS/PDS/Pension scheme • Should have relevant experience in Problem Identification, Cause Analysis, Reporting and Escalation • Should have experience in interpreting and monitoring of SLA"s at various levels and should be able to guide BRDS on any Payments to based on SLA adherence

		<ul style="list-style-type: none"> • Should have ability to lead, motivate and direct the team to achieve the business objectives. • Should have ability to anticipate and address the project risks. • Should have excellent oral & written communication skills.
Senior Technical Consultant	B.E. (Computer/E&C)/ MCA from a premier institute	<ul style="list-style-type: none"> • 7+ years of experience • Should be experienced in defining functional / technical architecture with good understanding of non-functional requirements & technology risks • Should have experience in networking and have expertise in Security Features • Should have experience in application of UML, Design Patterns in design and architecting of solutions • Should be conversant with Technology Platforms such as J2EE, Dot Net, XML etc. • Should be conversant with platforms, tools and frameworks used in application development • Should have experience on the use of software development best practices, tools and technologies. • Should have experience in Conducting Architectural Code and Documentation Review • Should have experience of technical review/management of IT applications
Senior Consultant and Consultant	Graduation with MBA from a premier institute	<ul style="list-style-type: none"> • Senior Consultant should have 7+ years of experience whereas Consultant should have atleast 4 Years of Experience in monitoring of large scale IT/e-Governance projects <ul style="list-style-type: none"> • Senior Consultant/ Consultant must have expertise in Infrastructure • Consultants must have expertise in Subject Matter • Experience in programs involving extensive communication and coordination with stakeholders • Experience in working on DPR preparation, RFP preparation and Bid Process Management / Vendor selection • Experience in Project Planning and Implementation, evaluation and assessment of Project plans including ability to anticipate and address the project risks

		<ul style="list-style-type: none"> • Should have experience of managing IT project
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The bidder will ensure that in the event of change of project resources during the course of the project, prior intimation to BRDS and suitable knowledge transfer takes place. Also the replacement of the resource should be of higher or similar skill-set and experience level. In addition to above resource requirements BRDS may also engage support staff for operational activities.

Project Location and Time Frame

Throughout the duration of the project, the project team will be based at BRDS premises as required.

The bidder will be required to provide all necessary assistance to ensure the successful implementation of the MGNREGS with the help of e-Shakti project in Bihar State. The PMU is to be engaged for an estimated period of 36 Months. Any extension beyond this period will be considered based on the project requirements at that stage and the performance of the PMU, if deemed appropriate by BRDS.

The Bihar Rural Development Society (BRDS) now invites EoI from eligible firms (“Consultants”) to indicate their interest in providing the Services. Interested Firms should provide information (Organizational profile/brochures, structure of the firm/organization, similar assignments carried out, Name, address, facsimile number and email of the Agency, availability of key staff etc) demonstrating that they have the required qualifications and relevant experience to perform the Services.

The shortlisting criteria are:

- A company registered under the Companies Act, 1956 since last 3 years (as on 30th September 2013).
- Total average annual turnover of **Rs 5 crores** from IT advisory/consulting services to Government sector (Central/State Government and Public Sector) in last 3 financial years, as revealed in Annual Financial statements
- Interested firms shall not be blacklisted by any Central / State Government (Central/State Government and Public Sector)) or under a declaration of ineligibility for corrupt or fraudulent practices.
- Proven experience in undertaking at least 2 (Two) projects related to providing services as a PMU.
- Experience of Consulting business in the Government domain to at least 1 Government Agency (Central, State or PSUs) in the last 3 years
- Experience of working in the rural development sector.
- Availability of qualified professionals to undertake the work.

The interested firms are required to submit the following information for proving their competence. Each of the information would carry a weightage (mentioned in the brackets alongside)

1. Brief profile of the firm (10%)
2. Relevant projects undertaken (50%)
3. Qualifications of key personnel (20%)
4. Audited annual turnover (20%)

Firms scoring a minimum of 60% would be shortlisted. Three printed copies and one soft copy (Electronic copy) of the completed EOI along with all details should be submitted in a sealed envelope superscripted "EOI for PMU for e-Shakti" to the undersigned in the address below so as to reach this office by 25.12.2013 by 4:00PM. The undersigned shall not be responsible for any delay in postal delivery. Only shortlisted organizations shall be invited to participate in the RFP and further selection process. Only short listed agencies shall be contacted.

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