

# **Expression of Interest (EoI) for Engaging Specialist Manpower Agency to supply software IT professionals for the in house-Design, Development of ERP for Andhra Pradesh Cooperative Oilseeds Grower's Federation**

Please send/ submit separate Annexure-1(Technical Bid) and Annexure-2 (Financial Bid) in two separate envelop along with relevant documents.

Andhra Pradesh Cooperative Oilseeds Grower's Federation, 3<sup>rd</sup>Floor, C- Block,  
BRKR Bhavan, Saifabad-500063

**Expression of interest(EoI) for supply of IT manpower for the in house development of Design, Development, of ERP**

APOILFED is a unique organization formed to promote Oilseeds Grower's.

Andhra Pradesh Cooperative Oilseeds Grower's Federation wishes to invite Expression of Interest(EoI) from entities which are empanelled in in APTS under SME Category with PMA or must be an agency empanelled with APTS under IT Content category to develop, maintain their ERP. You are requested to submit a proposal for "ERP Development, Design & Hosting".

Please send/ submit Annexure-1 (Technical Bid) and Annexure-2 (Financial Bid) in two different envelopes. Please write prominently on the envelop the subject of tender i.e. EoI for "ERP Development, Design & Hosting"

Your offer comprising of technical proposal and financial proposal, in separate sealed envelopes should reach the following address before 11th January 2017 by 12:00 PM

Andhra Pradesh Cooperative Oilseeds Grower's Federation, 3<sup>rd</sup>Floor, C- Block,  
BRKR Bhavan, Saifabad-500063

1. Existing System:

We have consumer marketing and OPD module working isolated. These modules should be integrated with other modules like finance, HR and P&I module. In this module most of the functionalities have been hard coded. Any further changes or modification to the existing system cannot be done. The framework used for development is of older version. Database is not a created in a structured format. It is not user friendly. Users are facing problems while data entry.

The current ERP system has consumer marketing module which again split into 6 sub modules namely Head Office, Stock Points, OPS, Distributors, Executives and Previous years.

**Head Office:** All the activities that are performed at the head office will be entered into this module. The functions of this module are

- a. Creating distributors, suppliers, broker details, product details.
- b. Updating of product price of each item
- c. Different types of order bookings for different vendors like institutions, distributors etc.
- d. Creating delivery orders based on the Bank Guarantee limit / Demand Drafts
- e. Creating purchase order, change of supplier for purchase order.
- f. Activities of Order Booking can be controlled for single product and all products.
- g. Insurance details
- h. Bank reconciliation

**Stock Point:** AP Oil Fed has different stock points across AP. The transactions take place at these points and are entered into this module. The following functionalities are a part of this module

- a) Stock receipts, new order bookings, Delivery Orders, DD Receipts.
- b) Generation and Receipts of Stock returns
- c) Transfers between stock points

- d) Free Samples and compliments creations
- e) Maintains of stock transfer to counter sales
- f) Maintains of leakage details at godowns and counters.
- g) Recovery of loose oil will be maintained.
- h) Loss in transit records
- i) Generating of Sales Invoices for different vendors.
- j) Maintains counter sales
- k) Counter sales activities. Like Carry bag receipts.

**Oil Packing Stations (OPS):**

At Oil Packing Stations, the loose oil will be packed into different quantity packs.

Eg: 5 Ltr Jars, 1Ltr Bottles, Sachets etc.

The following functionalities are performed in the module

- a) Purchase order for packing material
- b) Registration of Oil Tankers
- c) Issue of In-Out Gate passes
- d) Maintain the records of received, wastage, transit loss quantity.
- e) Recovery of oil
- f) Quality test for oils
- g) Production particulars
- h) Creating of free samples, Stock receipts
- i) MRR particulars like oils, Cartons, Pet bottles etc..

**Distributors:** Each distributor has their own logins to logon into dashboard.

From the dash board distributor is able to check their order booking status, today's price list, Raithu Bazar Prices, Ledgers, Order Booking.

**Previous Years:** This functionality is about the carry forwarding of Order Bookings, Delivery Orders and Purchase Orders.

l) Purpose of Work which manpower is engaged:

The manpower agency is being engaged to provide quality IT professionals (phase wise) to APOILFED for the development of this project. The timelines of the project shall be given by APOILFED.

m) Design framework: PHP 5.3 , My –Sql

n) Requirement of manpower:

Particulars	Experience
10 PHP Developers	6+
5 PHP developers	3+
1 DBA	6+
2 DB administrators	3+
1 UX Designer	4+
2 UX Designers	2+
2 Testers	5+
2 Testers	2+
2 Business Analysts	2+
1 Project lead	5+
1 Program manager	10+
1 Deployment expert	7+

o) Qualification of manpower required:

M.C.A or B.tech or M.tech or B.S.C computer Science with relevant experience and expertise as shown in point number 5 above.

p) Role and Responsibility of Manpower Agency:

1. The agency should play vital role in for the development of the ERP application by providing necessary IT manpower with the required experience.
2. The manpower agency engaged shall be responsible for supplying IT manpower with requisite experience to work from Hyderabad and / or Vijayawada.
3. The manpower agency needs to have experience in providing manpower for maintaining and developing such projects.
4. The manpower agency so identified shall be responsible to ensure that the project runs as per the timelines specified by AP OILFED and for this right kind of manpower must be provided as per the request of APOILFED.
5. The manpower agency shall be responsible to ensure that the required manpower is deployed at the location decided by APOILFED in phase wise manner.
6. The manpower agency is responsible for the taxes and salaries of the IT manpower so deployed.
7. The IT manpower deployed shall not be considered as the employees of APOILFED and shall remain the employees of the agency.
8. The manpower needed shall be supplied phase wise as per the requirement of APOILFED.
9. The agency shall be responsible in providing the computer systems / laptops, of latest configuration for the IT manpower supplied by them , for which they may charge accordingly.

q) Role and Responsibility of APOILFED:

- a) APOILFED shall provide place to work and all necessary furniture for all the IT manpower.
- b) APOILFED shall provide electricity, printer, scanner
- c) APOILFED shall provide the exact requirement, timelines which is required for developing the project.
- d) Provide a document of RAD.
- e) APOILFED shall cooperate with the requirement analysis at each phase.

r) General Competencies of Manpower :

- a. Past experience in creating and maintaining very professionally and exceptionally creative IT products

- b. Excellent I.T. skills and project management skills
  - c. Strong editorial team with communications skills to write clearly and compellingly in English
  - d. Provide requisite inputs to AP Oil FED
  - e. Ability to juggle priorities and deadlines and perform well under pressure
  - f. Ability to respond quickly to the maintenance requirement in the post commissioning phase.
  - g. Awareness on the latest smart technologies for ERP development.
  - h. Ability to regularly maintain, update the developed ERP.
- s) Essential knowledge and experience:
- a. Good information technology skills, with previous experience of maintenance, management, editing, and/or development of ERP systems.
  - b. Expertise with latest trends and technology in dynamic application development.
  - c. Strong analytical and research skills, including the ability to analyze audiences, attitudes, communications products and messages and to translate them into the design and implementation of effective application.

## 5. Final Deliverables

- a) Design, Development and implementation of a new ERP system with major upgrades in the design and content of the current application.
- b) New ERP system is to be hosted and maintained on the new server. Server space shall be provided by AP OIL FED
- c) Editing and proof reading of the ERP content.
- d) Development of new functionality for the application

## 6. Evaluation and comparison of proposals

A two-stage procedure is utilized in evaluating the proposals. At first, the Technical proposal will be evaluated and this will be followed by evaluation of the Financial

Proposal. The technical proposal is evaluated on the basis of its responsiveness to the Term of Reference.

In the Second Stage, based on the outcome of the technical and financial evaluation, AP OIL FED will decide the winner and issue the work order.

7. Necessary Criteria for evaluation

- (A) Agencies must be empaneled in APTS under SME Category with PMA and/ or must be an agency empaneled with APTS under IT Content category. Those who have applied top APTS but not yet empaneled will not be considered.
- (B) As per the Evaluation Criterion, only after having satisfied (A) above, the following will be considered for identifying the successful entity in this EOI.

1	Background, Financial strength and registration of organization
2	Proven practical experience, past experience in supply of IT manpower and also with respect all stages of developing ERP, Technology skills, with previous experience of Project Maintenance, management, editing, and/or development and.
3	Resource qualifications (education, general qualifications, publications, articles, previous experience within or outside the company) of proposed Staff

Note: The final discretion for selection of the entity is solely with APOILFED

8. Award criteria, award of contract

The procuring entity AP OIL FED reserves the right to accept or reject any proposal, and to annul the solicitation process and reject all proposals at any time prior to award of contract, without there by incurring any liability to the affected Organization or any obligation to inform the affected Organization or organizations of the grounds for the organization sanction. The award of the contract to the qualified Organization whose proposal after being evaluated is considered to be the most responsive to the needs of the organization and activity concerned.

9. Terms of Reference

- a) Rate should be quoted inclusive all applicable taxes.
- b) The APOILFED will have no liability regarding transportation, boarding and loading of firm and their staff
- c) The rate quoted once will remain for that particular dealing. Any Conditions of the firm sent along with proposal if any, shall not binding on us
- d) It is not binding on APOILFED to accept the lowest of the bidding, if any of the basic condition and technical qualification are not satisfied.
- e) The price accepted shall be final and no deviation from it will be accepted in this regard.
- f) In case of any dispute between the parties, the arbitration shall be at Hyderabad.
- g) The selected entity/ agency will have to complete the job as per term and conditions specified above.
- h) The procuring entity reserves the right to accept or reject any or all EoIs without assigning any reason thereof.
- i) Conditional offer/ EoI submitted by fax/email or after the due date and time will be rejected.
- j) For any query please contact our office.

Annexure1: Technical Bid for ERP Development

S.NO.	Particulars	Descriptions
1	Name, Address, Email and telephone number of the agency/firm:	
2	Name, Designation, Address and telephone no of the authorized person:	
3	Whether firm is registered, PAN Number:	
4	Details of agency empanelled with APTS Ltd. If yes particulars thereof: 1. Empanel No 2. Year of Empanelment. Category in which empanelled. (Certificate of empanelled with APTS & PMA issued by APTS to be furnished with these Annexure)	
5	Global Turnover (year wise) for last 2 years	
6	No of Manpower supplied during last 5 years with details thereof. (Client and location wise)	

Declaration: This is to certify that I/ We before signing this job assignment have read and fully understood all the terms and conditions contained in the document and undertake myself/ ourselves to strictly abide by them.

Signature of the officer with name, designation, seal and date

Annexure2:

1. Financial Bid for supply of manpower for the category specified below for ERP Development (Attach separate sheets, if necessary)
2. Subsequent maintenance for one year , if awarded:

Please provide detailed financial implication to the organization

Rate to be quoted for the following specialised man power with experience

Particulars	Experience	Rate per resource per month	Total Rate per month	Remarks
10 PHP Developers	6+			
5 PHP developers	3+			
1 DBA	6+			
2 DB administrators	3+			
1 UX Designer	4+			
2 UX Designers	2+			
2 Testers	5			
2 Testers	2+			
2 Business Analysts	2+			
1 Project lead	5+			
1 Program manager	10+			
1 Deployment expert	7+			

Cost for Equipment hire:

**Declaration:**

This is to certify that I/ We before signing this job assignment have read and fully understood all the terms and conditions contained in the document and undertake myself/ ourselves to strictly abide by them.

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