REQUEST FOR PROPOSAL

FOR

SELECTION OF NICSI EMPANELLED CONSULTANT
FOR IMPLEMNTATION OF MIZO FIBRE GRID NETWORK (MFGN)

ZORAM ELECTRONICS DEVELOPMENT CORPORATION (ZENICS) LIMITED

GOVERNMENT OF MIZORAM

AIZAWL :: MIZORAM

NOTICE INVITING PROPOSAL

FOR APPOINTMENT OF CONSULTANT

On behalf of the Government of Mizoram, M/s Zoram Electronics Development Corporation Limited (ZENICS) invites bids from NICSI empaneled Management Consulting agencies (Tier-1 and Tier-2) for appointment of consultant to implement Mizo Fiber Grid Network in Mizoram.

Important Dates:

Activity	Date
Last Date of receipt of proposal from interested NICSI empaneled management consultants	25.05.2023 at 3:00 PM
Technical Presentation from Bidders	26.05.2023 at 11:00 AM
Assessment & Finalization of selected Bidder	29.05.2023 at 12:00 AM
Issue of LOA	30.05.2023
Completion of requisite formalities by selected bidder	02.06.2023
Signing of contract	09.06.2023

M/s Zoram Electronics Development Corporation Limited (ZENICS) reserves the right to cancel any or all the Bids or annul the Bidding process without assigning any reason thereof.

1. Introduction

The Mizo Fibre Grid Network (MFGN) project is a strategic initiative taken up by the Department of ICT, Government of Mizoram under the SASCI Scheme 2022-23 to provide Optical Fiber Cable (OFC) Network from State Capital to District headquarters and Block headquarters. The project involves the establishment of an Internet Protocol Multi-Protocol Label Switching (IP MPLS) network infrastructure in the state, which will enable high-speed Internet Broadband connectivity to all the villages.

The project will involve the selection of a Project Management Unit (PMU) through NICSI empanelled vendors. The procurement of shelter enclosures and the upgrading of power infrastructure will also be undertaken as part of the project.

The project will be executed by Zoram Electronics Development Corporation Limited (ZENICS), a state public sector undertaking, responsible for carrying out all project-related activities, including the creation, operation, maintenance, and monetization of the network. The project's capital and operating expenditure will be funded under SASCI 2022-23 schemes.

The project's objective is to enable high-speed Internet broadband connectivity to all the districts, block headquarters and villages in Mizoram, thereby contributing to the overall socio-economic development of the state. The IP MPLS network infrastructure will be designed to ensure seamless connectivity and interoperability with the national network, enabling access to various e-governance services, digital education, and telemedicine facilities for the rural population.

Towards this objective, the Government of Mizoram through ZENICS has decided to invite limited tenders from Government of India's Tier-I & Tier-II e-Gov Consultants who are empaneled with the National Informatics Centre Services Inc. (NICSI).

2. Scope of Work

The scope of work of PMU for implementation of Mizo Fibre Grid Network (MFGN) project, to be executed over the next two years, will include the following stages:

2.1 Planning & Design: This will involve defining project objectives, identifying project stakeholders, developing a project plan, and creating a project team structure. The detail tasks will entail the following.
   (a) Project understanding including key issues, risks, and mitigation planning: The PMU will work with the Government of Mizoram through ZENICS to gain

a comprehensive understanding of the MFGN project objectives, scope, and requirements. The PMU will identify and analyse key issues and risks associated with the project and will develop mitigation plans to address them.

(b) **High-level project plan:** The PMU will develop a high-level project plan that will outline the major milestones, deliverables, and timelines of the project. This plan will serve as a roadmap for the project and will be used to guide project execution.

(c) **Detailed project plan:** Based on the high-level plan, the PMU will develop a detailed project plan that will include specific tasks, dependencies, and timelines. This plan will provide a more granular view of the project and will help the PMU to manage and monitor project progress.

(d) **Resource scheduling:** The PMU will work with the Government of Mizoram through ZENICS to develop a resource schedule that will outline the project's resource requirements, including personnel, equipment, and materials. This schedule will help to ensure that resources are available when needed and will be used to guide resource allocation and management.

(e) **Framework for monitoring:** The PMU will develop a framework for monitoring project progress, which will include the establishment of key performance indicators (KPIs), reporting requirements, and review processes. This framework will help to ensure that project progress is tracked effectively, and that issues are identified and addressed in a timely manner.

(f) **Formats for field level activities:** The PMU will develop formats for field level activities, such as site surveys, installation reports, and testing and commissioning reports. These formats will help to ensure that data is collected consistently and accurately across the project.

(g) **PAT/FAT formats:** The PMU will develop formats for performance acceptance testing (PAT) and factory acceptance testing (FAT). These formats will help to ensure that equipment and systems are thoroughly tested before they are deployed in the field, and that they meet the project's requirements.

2.2 **Bid Process Management:** This will involve the procurement process such as preparation of RFP, inviting bids, supporting ZENICS to evaluate them, and selecting the implementing agency to carry out the project. The implementing agency will execute the project and overseeing establishment of IP-MPLS network infrastructure in Mizoram.

2.3 **Implementation Management:** The PMU will handle all project-related activities, including operation, maintenance, and monetization of the network. ZENICS in consultation with Power & Electricity Department (ZENICS-PED) will monitor the project implementation and they will be responsible for ensuring the sustainability of the network over the long-term and undertake the following tasks, among others.

(a) Conduct reviews of various technical reports, including site survey reports, acceptance testing reports, and design and architecture reports for the Network Operations Center (NOC) and Disaster Recovery (DR) NOC.

(b) Provide technical feedback on these reports to ensure they accurately capture site conditions, equipment and systems meet project requirements, and design and architecture are robust and aligned with project objectives.

(c) Prepare and submit weekly and monthly technical status reports to the Government of Mizoram through ZENICS and other stakeholders to provide updates on the project's progress, including technical details such as equipment procurement, installation, and commissioning status, as well as network performance and any issues encountered during implementation Operations & Maintenance.

(d) **Review of SLAs:** The PMU will conduct a regular review of Service Level Agreements (SLAs) to ensure that they are being met by the Project Implementation Agency (PIA). This review will include an assessment of network availability, response times, and other key performance indicators.

(e) **Change Control Procedures:** The PMU will establish a set of Change Control procedures to manage any changes to the project's scope, budget, or schedule. This will include the development of a Change Control Board and a formal process for submitting, reviewing, and approving change requests.

(f) **Review of Change Control Requests:** The PMU will review all Change Control requests submitted by the PIA to ensure that they are properly documented and justified. The PMU will assess the impact of the proposed changes on the project's budget, schedule, and scope and provide recommendations to the change control board.

(g) **Monthly/Daily Status Reports:** The PMU will prepare and submit regular status reports to the Government of Mizoram through ZENICS and other stakeholders. These reports will include detailed information on the progress of the project, including updates on equipment procurement, installation, and commissioning, as well as network performance metrics and any issues encountered during the implementation.

2.4 Project Closure: This will include submission of Project Closure and Handover Report. The PMU Consultants will prepare and submit a final report at the end of the project that summarizes the project's results and provides recommendations for future improvements. The report will also include a handover plan to transfer the project to the Government of Mizoram through ZENICS-PED for ongoing operation and maintenance.

3. Proposed Team Structure

The following table illustrates the anticipated team requirement for PMU to implement the project. The qualification criteria and fee rates for the mentioned candidates shall be as per NICSI guidelines. The bidders are requested to submit Curriculum Vitae of all the proposed team members as per **Annexure-I**

SI.	Position	Inputs in Months	Location	NICSI Level
1	Project Director/ Team Leader	24	Onsite	> 15 Years
2	Telecom Expert	6	Onsite	6-10 Years
3	MIS-cum-IT Expert	24	Onsite	6-10 Years
4	District Coordinator	18	Onsite	6-10 Years
5	GIS Expert	6	Onsite	6-10 Years

Apart from the above team structure, there will be 11 nos of officers & staff involved in the operation and management of the entire ZENICS for the success of the implementation of the project.

4. Deliverables and Timelines

The envisaged deliverables and their timelines are provided in the table below.

Phases	Deliverable	Months
Phase I: Planning & Design	Inception Report	T0 + 7 Days
	As-Is Report	T0 + 30 Days
	To-Be Report / Working DPR	T0 + 45 Days
Phase II: Bid Process Management	RFP for Implementation Agency	T0 + 60 Days
	Appointment of Implementing Agency	T0 + 90 Days

Phases	Deliverable	Months
Phase III: Implementation & Monitoring	Monthly Progress Reports	T0 + 640 Days
Phase IV: Project Closure	Final Report	T0+ 730 Days

5. Selection Criteria

All NICSI empaneled Tier-I & Tier II e-Gov Consulting firms will be invited for a presentation where they will illustrate their previous experience, capability, approach to undertake the assignment and proposed team. Each presentation will be evaluated by the evaluation committee as per the criteria and marks provided in the table below. The firm which will obtain the highest score will be offered the contract. The bidders are requested to submit summary of relevant projects showcasing similar experience in Telecom and IT as per **Annexure-II.**

Sl.	Criteria		Marks	Description
1	Experience in Telecom / BharatNet		30	• Minimum 2 projects • 5 marks per project up to 30 marks
2	Experience in other IT Project (Value > 1 Cr.) in last 5 Years		10	• Minimum 3 projects • 2 marks per project up to 10 marks
3	Understanding of Scope of Work		20	
4	Approach & Methodology		20	
5	Detailed Work Plan		10	
6	Team Composition			• All candidates should meet the NICSI criteria with respect to their experience level • All candidates should have B.Tech or equivalent degree with master degree in relevant field • Previous experience of working in Mizoram and other North-Eastern states will be preferred
	i	Project Director/ Team Leader	2	
	ii	Telecom Expert	2	
	Iii	MIS-cum-IT Expert	2	
	iv	District Coordinator	2	
	v	GIS Expert	2	
		Total marks	**100**	

6.   Man-Month Charges and Payment Terms

The man-month charges of the PMU will be determined by the NICSI rates as applicable for the respective positions mentioned in proposed team structure. Fill-up the man-month rate as given in the **Annexure-III**.

Payments will be made on a monthly basis based on timely submission of deliverables, monthly progress reports and upon satisfaction/due diligence of the Department.

7.   Reporting

The PMU team shall report to the Nodal Officer as designated by ZENICS.

ANNEXURE-I

FORMAT FOR CV

1. Name :
2. Position :
3. Date of Birth :
4. Education Qualification :
5. Employment Record :

Designation	Company	Position Held	From	To

6. Brief Profile

7. Countries of Work Experience

8. Languages:

9. Work undertaken that best illustrates capability to handle the task assigned (*Please add as many rows required to best illustrate all the projects and nature of work undertaken by you*)

Nature of Work:	
Year:	
Location:	
Client:	
Employer:	
Position Held:	

Activities Performed:	

10. Certification:

I, certify that to the best of my knowledge and belief, this CV correctly describes myself, my

qualifications, and my experience. I understand that any willful misstatement described herein

may lead to my disqualification or dismissal, if engaged. Additionally, I also certify that I shall be

available for the entire duration of the contract. _____

Date:_____   Signature

ANNEXURE - II

**FORMAT FOR SUMMARY OF RELEVANT PROJECTS
SHOWCASING SIMILAR EXPERIENCE**

1.   Project Name:

Client Name & Address:

Start Date:

Completion Date:

Approximate value of Contract:

Detailed Narrative Description of the Project undertaken:

Detailed Description of Actual Services Provided by the Firm:

ANNEXURE - III

**FORMAT FOR MAN-MONTH RATE
FOR HIRING A CONSULTANT**

SI	Position	Months	NICSI Person-Months Rate (Rs.)	Total Cost (Rs.)
1	Project Director / Team Leader	24		
2	Telecom Expert	6		
3	MIS-cum-IT Expert	24		
4	District Coordinator	18		
5	GIS Expert	6		
			Total Cost (Rs.)	