

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES – FIRMS SELECTION)**

**India**

**Tamil Nadu Housing and Habitat Development Project**

Loan No./ Credit No./ Grant No.: 9094-IN

Project ID: P168590

**Assignment Title:** Procurement of Consulting Firm to Develop Digital Strategy, & RFP for SI Selection for Tamil Nadu Urban Habitat Development Board under Tamil Nadu Housing and Habitat Development Project, Tamil Nadu

**Reference No:** IN-TNSCB-277308-CS-QCBS

The Tamil Nadu Urban Habitat Development Board (TNUHDB) is implementing the Tamil Nadu Housing and Habitat Development Project financed by the World Bank and intends to apply part of the proceeds for consulting services.

**Objective and Scope of Work:**

The objectives of the consultancy are as follows:

- i. To review current systems and processes being followed in TNUHDB throughout the state of Tamil Nadu and develop a comprehensive digital strategy including
- ii. To prepare a comprehensive Functional Requirement Specifications (FRS) document for the proposed Digital Platform and ERP system including the workflow requirements and CRUD matrix for each of the modules
- iii. To prepare Detailed Hardware Requirement (including networking, connectivity & local data backup) specifications report
- iv. To prepare draft request for expression of interest (REoI) and request for bid/proposal (RFB/RFP) documents for selection of System Integrator (SI) in prescribed World Bank format and carry out all the changes in the document as per the inputs received from the World Bank team till the time the document is approved by TNUHDB and the World Bank
- v. To Provide assistance to TNUHDB in developing technical and financial evaluation criteria as per government guidelines and assist in vendor selection
- vi. To Provide hand holding and technical advisory support in initial digitalization efforts

In addition to the above,

- i. understanding the TNUHDB functions, TNHHDP project details, the components of various schemes implemented by TNUHDB
- ii. E- Readiness assessment
- iii. Business Process Reengineering, To- Be and Legal Changes
- iv. Project Governance requirements
- v. Preparation of RFP
- vi. Selection of System Integrator

The duration of the assignment is 9 (months) calendar months from the date of award of contract.

The detailed Terms of Reference (TOR) for the assignment can be found at the following websites: [www.tnscb.org/procurement/](http://www.tnscb.org/procurement/) and <http://www.tenders.tn.gov.in>

The Tamil Nadu Urban Habitat Development Board, Government of Tamil Nadu now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

**The short-listing criteria are:**

**The Consultancy firm must possess the required expertise:**

S. No.	Designation	Functional Scope	Education Qualification	Experience
1	Team Lead, Solution/ System architect/ Data architect, RFP / Bid Management Expert	Project Management, define product scope, milestone schedules, stakeholders’ meetings to update on project, escalate blockers, system and solution architect, data modelling, Procurement / RFP / Bid planning. Project Management, assist in review of MIS architecture, database architecture and overall system and solution architecture	M.C.A / M.E (Computer Science Engineering) / M.Sc (IT) / M.Tech (IT) M.Sc (Software Engineering)/ M.Sc (Computer Science) (or) equivalent	>15 Years
2	MIS/ERP Architect / Specialist	Data mapping, interoperability of data, data structure, define standard & frequent data requirements to set up processes, development of MIS Design Architecture (MDA), coordination with external stakeholders, documentation, Review of SI with regards to Implementation of MIS development, assist in conducting UAT and rollout of the application	M.C.A / M.E (Computer Engineering)/M.Sc. (IT) / B.Tech (IT) /B.E (Computer Science Engineering) / M.Sc (Computer Science) (or) equivalent	>5 to <=8 Years

S. No.	Designation	Functional Scope	Education Qualification	Experience
3	Functional Business Analyst – Process	Stakeholder workshops, focus group discussions, analyze existing data sets, API requirements, process flow designing, propose workflow, SOW plan for RFP and Bid	M.C.A / MBA / MSW (or) equivalent	>5 to <=8 Years
4	Functional Business Analyst – Domain (Urban)	Stakeholder workshops, domain specific focus group discussions, understand domain requirement, map business process, write domain specific functional/business rules based on the schemes implemented / activities performed, FRS preparation.	M.C.A / MBA/MSW (or) equivalent	>3 to <=5 Years

**The lists of documents to be submitted along with the Expressions of Interest are:**

S. No	Eligibility Criteria	Supporting documents for fulfilling the Eligibility Criteria
1	Bidder should be a Company registered in India under the Companies Act 1956 / 2013.	a) Copy of the Certificate of incorporation should be submitted.  b) Copy of the work order dated on or before 31.03.2016 obtained from the customer or agreement signed dated on or before 31.03.2016 with the customer for any IT Services and Completion Certificate should be submitted.
2	The Bidder should have valid ISO 27001:2011 & ISO 20001:2011 or higher certificate in the name of the bidder.	Valid copy of ISO 27001:2011 & ISO 20001:2011 or higher Certificate should be enclosed.
3	Bidder should have an average annual turnover of Rs.1 Crore and above, in each of the last three (2018—19, 2019-20 & 2020-21) audited financial years.	Copies of the Audited balance sheet for the last 3 financial years should be submitted.
4	The Bidder shall have local office in Chennai.	Copy of the Proof/Rental Agreement/land line telephone bills should be submitted.  If the Bidder is not having an Office in Chennai, a necessary Undertaking letter to open the Office in Chennai within 10 days of signing the agreement should be submitted.
5	The bidder should have 75% of the revenue from IT related operations.  The bidder should have primary business	Certificate from the Chartered Accountant should be enclosed for the last three ((2018—19, 2019-20 & 2020-21) financial years along with supporting documents.

	operations in IT Software development in Tamil Nadu.	
6	At least 3 nos. of completed projects in development of IT resources in GoTN departments /PSUs for the value of Rs. 50 Lakhs or above in each of the last 3 years.	Completion certificate from the authorized signatory of the Bidder to be submitted.
7	The Bidder should not have blacklisted by any Government / Quasi government agency or any Multi-Lateral Donor Body (World Bank, ADB, JICA, etc.) during the past 3 years (even if blacklisted was subsequently withdrawn).	Self declaration Certificate should be submitted

The Firm must provide the following additional details also:

1. Name, address, e-mail, telephone along with a note on the ownership, organizational structure and core business area of the consulting firm.
2. A short write-up on technical and managerial capability of the firm for undertaking assigned but without submission of individual key experts' bio data.

Note: Key Experts will not be evaluated at the short-listing stage.

Consultant firm may submit other documents considered important, which are not listed above, to justify general qualifications and qualifications relevant to the assignment.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's prevailing "Procurement Regulations for IPF Borrowers", setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours i.e .10:00 AM to 5:45 PM. (Except holidays)

Expressions of interest must be delivered in a written form along with necessary enclosures to the address below (in person, or by mail or by e-mail) by **26.04.2022** up to **3:00 PM**.

**Attention:**

Superintending Engineer,  
Project Monitoring Unit - World Bank Project  
Tamil Nadu Urban Habitat Development Board,  
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Chennai – 600 005,  
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