Expression of Interest
(EOI)

Title of Consulting Services
Support and Enhancement of Public Service Recruitment Management System

Method of Consulting Service
National

Project Name : *Support and Reform of Online System of Public Service Commission*
EOI: *PSRMS/2077-78/1*
Office Name : *Public Service Commission*
Office Address: *Kamalpokhari, Kathmandu, Nepal*
Issued on: *2078/9/14*

Financing Agency: Government Budget

Abbreviations

CV   -   Curriculum Vitae

DO   -   Development Partner

EA   -   Executive Agency

EOI   -   Expression of Interest

GON   -   Government of Nepal

PAN   -   Permanent Account Number

PPA   -   Public Procurement Act

PPR   -   Public Procurement Regulation

TOR   -   Terms of Reference

VAT   -   Value Added Tax

Contents

A. Request for Expression of Interest

Government of Nepal
Public Service Commission

Date: 2078/9/14
Name of Project: Support and Enhancement of Online System of Public Service
Commission

1. Government of Nepal (GoN) has allocated fund **towards the cost of Support and Enhancement of Online System of Public Service Commission** and intends to apply a portion of this **fund** to eligible payments under the Contract for which this Expression of Interest is invited for **National consulting service**.

2. The **Public Service Commission** now invites Expression of Interest (EOI) from eligible consulting firms ("consultant") to provide the following consulting services: **Support and Enhancement of Public Service Recruitment Management System.**

3. Interested eligible consultants may obtain further information and EOI document free of cost at the address **Public Service Commission, Kamalpokhari, Kathmandu, Nepal** during office hours on or before 2078/9/29 or visit the client's website **www.psc.gov.np**.

4. Consultants may associate with other consultants to enhance their qualifications.

5. Expressions of interest shall be delivered *manually to the address: Public Service Commission, Kamalpokhari, Kathmandu, Nepal* on or before 2078/9/29**.**

6. In case the last date of obtaining and submission of the EOI documents happens to be a holiday, the next working day will be deemed as the due date but the time will be the same as stipulated.

7. EOI will be assessed based on **Qualification [40%], Experience [50%], and Capacity [10%**] of consulting firm and key personnel. Based on evaluation of EOI, only shortlisted firms will be invited to submit technical and financial proposal through a request for proposal.

8. Minimum score to pass the EOI is **70***.*

B. Instructions for submission of Expression of Interest

1. Expression of Interest may be submitted by a sole firm or a joint venture of consulting firms and the maximum number of partners in JV shall be limited to three.

2. Interested consultants must provide information indicating that they are qualified to perform the services *(descriptions, organization and employee and of the firm or company, description of assignments of similar nature completed in the last 7 years and their location, experience in similar conditions, general qualifications and the key personnel to be involved in the proposed assignment).*

3. This expression of interest is open to all eligible **consulting firm/company.**

4. The assignment has been scheduled for a period of 12 months. Expected date of commencement of the assignment is ***2079/1/10.***

5. A Consultant will be selected in accordance with the **Quality and Cost Based Selection** (***QCBS)*** method.

6. Expression of Interest should contain following information:

    (i) A covering letter addressed to the representative of the client on the official letter head of company duly signed by authorized signatory.

    (ii) Applicants shall provide the following information in the respective formats given in the EOI document:

    - *EOI Form: Letter of Application (Form 1)*
    - *EOI Form: Applicant's Information (Form 2)*
    - *EOI Form: Work Experience Details (Form 3(A), 3(B) & 3(C))*
    - *EOI Form: Capacity Details (Form 4)*
    - *EOI Form: Key Experts List (form 5).*

7. Applicants may submit additional information with their application but shortlisting will be based on the evaluation of information requested and included in the formats provided in the EOI document.

8. The Expression of Interest (EOI) document must be duly completed and submitted in sealed envelope and should be clearly marked as "EOI Application for Short-listing for the ***Support and Enhancement of Online System of Public Service Commission***. The Envelope should also clearly indicate the ***name and address of the Applicant***. Alternatively, applicants can submit their EOI application through e-GP system by using the forms and instructions provided by the system.

9. The completed EOI document must be submitted on or before the date and address mentioned in the **"*Request for Expression of Interest*".** In case the submission falls on public holiday the submission can be made on the next working day. Any EOI Document received after the closing time for submission of proposals shall not be considered for evaluation.

C. Objective of Consultancy Services or Brief TOR

Terms of reference (ToR)

1. Introduction

The Public Service Commission (PSC) is a constitutional body which is primarily mandated for selecting and recommending qualified candidates for recruitment in Government Service by conducting examinations. PSC collects information about the vacant positions from the ministries, their departments, regional and districts offices. The suitability of the candidate is determined by a written examination as well as other processes laid-out by the procedural law, rules and guidelines of the PSC. In order to manage candidates' information and facilitate the application and the examination processes, PSC has been operating online application system - Public Service Recruitment Management System (PSRMS) since 2015 A.D. PSC has been maintaining and upgrading the PSRMS system by procuring consultancy service from qualified companies in the industry. This document outlines the Terms of Reference (ToR) for the consulting service for the support and enhancement of PSRMS system to be used for service procurement.

1.1 Objectives of PSRMS System

The Public Service Recruitment Management System is a web based application introduced with following objectives:

- Improve the transparency and internal efficiency and effectiveness of the PSC.
- Improve the public access to Government employment opportunities through an online application facility allowing its integration with other government IT Systems.
- Simplify administrative processes by reducing recruitment processing time including application collection, exams, result processing and interviews.
- Assist in the planning process by providing relevant and timely information.

1.2 Description of the PSRMS System

Primary users of the PSRMS system are of two categories - Candidates and Internal Staffs. Candidates are those who are seeking to apply for vacant positions in Government services. They use this system to create their own profile, look for vacancy announcements, apply for vacant positions, pay the examination fee, and print Admit card. Internal Staffs are the staffs of PSC who are responsible for the administration of application processing, examination and results. The PSRMS supports internal staffs in the examination processes such as exam fee collection, scrutiny of applications, exam scheduling, exam center allocation to candidates and staffs, and other exam related activities.

Web based PSRMS system has broadly two parts – Citizen centric services portal as External Portal and back office automation portal as Internal Portal running on different servers.

1.2.1 External Portal

The external portal majorly contains following modules.

- **User Registration and Profile Management**
  The system has provision for user registration. The registration system allows new users to register themselves with the system and create their complete profile. The profile includes personal details, 3-generation family details, academic details, trainings, and service details among others. Profile creation requires a number of documents to be uploaded to the system. It also allows existing users to update their profile. After completion of user registration, a unique Candidate MasterID is generated by the system.

- **Application to Vacancies**
  For candidates with MasterIDs and successfully logged on to the system,
  - The system displays a list of current vacancies published by PSC along with the links to apply for the vacant positions. The candidates can select the vacancy, fill the form and submit the application. The system generates an application number.
  - The system displays all the vacancies that the user has applied to. It provides a link to generate voucher and proceed with the payment of examination fee for each of the applied vacancies. It also displays application status that includes fee payment status and application scrutiny status.

  - The system allows printing Examination Admit card for those applications that pass the scrutiny process of PSC.

1.2.2 External Portal

The internal portal majorly contains following modules.

- **Internal User Management**
  It supports login feature with basic user management functionalities. The system has PSC Admin to create, update and delete internal users and their roles in the system.

- **Requisition**
  The system has PSC officials/ Internal Users to create requisition for required number of vacancies and distribute them to various clusters that requires consideration of service groups, competition types, reservation groups and curriculum as per the Prevalent Acts, Rules, Regulations and PSC guidelines. Our experience has shown that these clusters are dynamic and hence the system needs to be ready to accommodate any last minute changes in these clusters.

- **Vacancy Advertisement**
  Based on the requisition and the percentage distribution, the system generates vacancy advertisement, the approval process of which involves various layers. After approval, the advertisement is published on the external portal and hence becomes visible to external users/ candidates. The Internal users can view and receive application on those published advertisements.

- **Application Scrutiny**
  This module allows for allocation of applications to various scrutiny officers, who are the internal users of the system. The system allows the Scrutiny Officers to view applications details, candidate profile and payment status.

Based on their profile and the application, the concerned Scrutiny officer can Approve/Reject /Hold the application. The system also allows the Scrutiny officers to send appropriate messages informing the status of their applications to the concerned candidates' email and mobile phones (SMS). Applications that pass the scrutiny process are said to be Approved Applications and hence receive Exam Roll Numbers. This allows for the candidates to generate Exam Admit card. After completion of the scrutiny process, the system generates a list of approved applications for each vacancies named as "Swikrit Namawali" to be used for further examination processes.

- **Examination Management**
  Examination Management modules includes exam scheduling, exam center allocation, and notification functions. It allows for scheduling of examination for advertised vacancies. It maintains database of pools of exam centers and examination conduction staffs. It allows allocating candidates to exam centers and assigning examination conduction staffs, with their roles, to the exam centers. It provides notification to examination conduction staffs with their allocated centers and their roles in the exam through email and mobile phone (SMS). It also provides various reports required for the management.

- **Revenue Collection Management**
  The PSRMS system is integrated with Revenue Management Information System (RMIS) operated by the Financial Controller General Office (FCGO) for the collection of examination fees from the candidates. The PSRMS system generates the voucher for each application. The candidates can use the voucher either to pay off the counter at any of the branches of the respective banks or pay through ConnectIPS. In either case, the payment detail, which is uniquely identified by the EBP number, is updated to the RMIS. On a periodic basis, the PSRMS system gets an update of the revenue (linked to each application through the EBP number) collected through the RMIS system and update the payment status of each application in the PSRMS system to proceed with further processes.

- **Log Management**
  The system has log management module for access log management.

2. Objective of the Consulting Services

Implementation of information systems that provides online services to citizens and back office staffs requires ensuring smooth, secure and robust operation of these systems. In order to ensure this, real time monitoring of operation, support and maintenance of information system, network, database and IT Infrastructure with high professional skill is of prime importance. In addition, dynamicity of internal business operations and collaboration with external agencies and systems requires continuous upgrade and modifications to the existing system. PSC has decided to procure professional consultancy service to ensure the smooth, safe and robust operation of PSRMS system and to accommodate the change in system requirements. In this context, the objective of this consulting service is to maintain, enhance and upgrade the PSRMS information system including application, network, and database and provision onsite helpdesk service to support the system and users.

3. Scope of the Consulting Services

The consulting firm should carry out, but not limited to, the following activities:

- Support and maintenance of the existing information system that is based on technologies mentioned in *Section 4: Technical Specification* for smooth operation of PSRMS application by incorporating necessary modification as and when needed.
- Support and maintain existing database. Ensure regular data backup and restoration of the backup-data to the PSC Recovery site.
- Support and maintain existing virtualized data center at GIDC and Data Recovery site at PSC.
- Enhance high availability and performance of citizen centric online services and back office automation business processes. This may require to work on and control application load balancing and implementing auto scaling with containerization (especially for external portal) using appropriate orchestration tool.
- Ensure highest security and performance of the information system, network, database and IT infrastructure.
- Support online users and PSC staff at the central, regional and district level offices for smooth operation of PSRMS application.
- Reverse Engineering as required by PSC to eliminate the limitations posed by existing technology stack and also to allow integration with other systems. This may also require developing new Application Programming Interfaces (APIs)
- Generate reports as per the needs of PSC Management
- Coordinate with other hardware and software vendors for smooth operation of the system
- Monitor and administer computer network, specially WAN, for smooth operation of the application
- Design and implement capacity-building program to train and transfer knowledge to PSC staffs for the effective administration of the system
- Carryout tasks by adopting appropriate Software Configuration Management and Quality Assurance practices with required documentation.

4. Technical Specification

The following are the technologies used in the existing system and hence the professional expertise in at least below mentioned technology stack is expected from the consulting firm.

- Presentation / Frontend Tier
  - JavaScript based front-end solution
  - HTML/ CSS with Liferay Portlet
- Application / Business Tier
  - Java (v11+) based enterprise application development framework like Spring Boot / Spring Cloud or Java Enterprise Edition.
  - Java with Liferay, JBoss on the Backend
- Persistence / Database Tier
  - PostgreSQL (v12+) RDBMS solution.
  - Oracle DB
- Deployment Environment
  - Linux (CentOS)
  - AIX

5. Facilities/Utilities and Logistics to be provided by the Client

The consulting firm shall be responsible for arranging all required utilities/facilities and logistics for the completion of the assignment. However, the consultant shall be made available the following facilities/logistics during the service period, if required:

- Shared office room with the counterpart employees of the concerned assignment. Or, some space where the consulting firm can create its own office room or working environment for the concerned assignment.
- Access to the computer and communication facilities (e-mail, telephone, fax etc.) during office hours at PSC.
- Relevant information and documents.

6. Composition of consulting team

As PSC has a huge network comprising of central, regional and zonal offices, GIDC, and the link to other government offices, a regular administration of network may be required for the management and close monitoring of the Internet and Intranet of PSC. Similarly regular system administration may be required for the smooth operation of the server system. The application development, modification, up-gradation, enhancement of PSC online system is carried out by the Programmer. Database Administrator may be required for regular administration, tuning and optimization of the Database. Support Technician may be required for troubleshooting and diagnosing the issues related to the system. Help-Desk Support Staffs are required for dealing with the general inquiries related to the system received over the phone or in person (requires to be stationed at PSC). Other technical resources can support from their own development center as well. The following table shows the possible composition of the consulting team. The prospective consulting firm may suggest their approach as well.

S.N.	Position/Role	Persons	Duration	Remarks
1	Technical Team Leader	1	1 month	Generally work from consultant's office with required visits to PSC office
2	Database Administrator	1	1 month	Generally work from consultant's office with required visits to PSC office
3	Network / System Administrator	1	1 month	Generally work from consultant's office with required visits to PSC office
4	Database Developer	1	2 months	Generally work from consultant's office with required visits to PSC office
5	DevOps Engineer	1	1 month	Generally work from consultant's office with required visits to PSC office
6	Senior Programmer	1	3 months	Generally work from consultant's office with required visits to PSC office
7	Programmer	1	12 months	To be stationed at PSC
8	Help Desk Support staff	2	12 months	To be stationed at PSC

7. Qualification and Experience of Consulting Firm:

The consulting firm should possess following qualifications and experience to carry out the assignment

- Company/Firm/Business registration certificate.
- VAT and PAN registration certificate

- Tax clearance certificate.

General experience

The Consulting Firm must have 5 Years of Experience in the field of Application Development, System Administration and Network Administration.

Specific Experience

The Consulting firm must have minimum 3 years of Experience in Oracle Database Administration, Corporate Network Administration and Application Development on Oracle and Java platform. Having experience of administration of IBM AIX System and development and implementation of Microservices is preferred.

Special Experience

Consulting firms having experience in the field of public service system shall have an added advantage.

Qualifications and Experience of Consulting Team:

Technical Team Leader
- At least Master's Degree in computer science (M.E Computer or MCA or MscCSIT or equivalent).
- Minimum 10 years of experience as project manager / team leader.
- Experience working with Oracle and AIX system shall have an added advantage.

Database Administrator:
- At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).
- Minimum 5 years of experience in Design, Configuration, and Administration of Oracle database.

Network /System Administrator:
- At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).
- Minimum 5 years of experience in System Administration and Network Administration.
- Experience of administration of AIX system shall have an added advantage.

Database Developer:
- At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).
- Minimum 5 years of experience in Database development.
- Experience of administration of Oracle and PostGreSQL shall have an added advantage.

Senior Programmer:
- At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).
- Minimum 5 years of general experience in Programming.
- Specific experience of 3 years of application development with JAVA and Oracle.

Programmer:
- At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).
- Has experience of 3 years of application development with JAVA and Oracle.

DevOps Engineer:
- At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).
- Minimum 2 years of general experience in Deployment.

Help Desk Support:
- Bachelor's Degree in computer related field (BCA or BscCSIT or BIM or equivalent).

- Has 3 years of experience of application support, hardware maintenance and basic networking.

8. Duration of the assignment

The duration of the service (contract duration) will be 12 months from the date of signing the contract. The contract duration may be extended for further period of 3 years depending on the performance of the consultant and mutual agreement between the two parties.

9. Knowledge/Skill Transfer

The Consultant should design and implement training program for skill/knowledge transfer to at least 3 PSC staffs for the effective administration of the system.

10. Reporting Requirement

The consultant should report the system status to the client's counterpart verbally on a daily basis. The consultant should submit a written progress/status report on a quarterly basis and final report at the end of the assignment.

D. Evaluation of Consultant's EOI Application

Consultant's EOI application which meets the eligibility criteria will be ranked on the basis of the Ranking Criteria.

i) Eligibility & Completeness Test	Compliance
Copy of Registration of the company/firm	
VAT/PAN Registration *(for National consulting firm only)*	
Tax Clearance/Tax Return Submission/Letter of Time Extension for Tax Return Submission *[insert Fiscal year] (for National consulting firm only)*	
In case of a natural person or firm/institution/company which is already declared blacklisted and ineligible by the GoN, any other new or existing firm/institution/company owned partially or fully by such Natural person or Owner or Board of director of blacklisted firm/institution/company; shall not be eligible consultant.	
EOI Form 1: Letter of Application	
EOI Form 2: Applicant's Information Form	
EOI Form 3: Experience (3(A) and 3(B))	
EOI Form 4: Capacity	
EOI Form 5: Qualification of Key Experts	

ii) EOI Evaluation Criteria	Insert Minimum Requirement if Applicable	Score [Out of 100%]
A. Qualification		**(40 %)**
Qualification of Key Experts	**Technical Team Leader** At least Master's Degree in computer science (M.E Computer or MCA or MscCSIT or equivalent).	3%
	Database Administrator: At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).	3%
	Network /System Administrator: At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).	3%
	Database Developer At least Bachelor's Degree in	3%

	computer science (B.E Computer or BCA or BscCSIT or equivalent).	
	Senior Programmer:	3%
	At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).	
	Programmer:	2%
	At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).	
	DevOps Engineer:	1%
	At least Bachelor's Degree in computer science (B.E Computer or BCA or BscCSIT or equivalent).	
	Help Desk Support:	2%
	Bachelor's Degree in computer related field (BCA or BscCSIT or BIM or equivalent).	
Experience of Key Experts	**Technical Team Leader**	3%
	Minimum 10 years of experience as project manager / team leader.	
	Database Administrator:	3%
	Minimum 5 years of experience in Design, Configuration, and Administration of Oracle database.	
	Network /System Administrator:	3%
	Minimum 5 years of experience in System Administration and Network Administration.	
	Database Developer:	3%
	Minimum 5 years of	

	experience in Database design and development.	
	Senior Programmer: Minimum 5 years of general experience in Programming.	*3%*
	Programmer: Minimum experience of 3 years of application development with JAVA and Oracle.	2%
	DevOps Engineer: Minimum 2 years of general experience in Deployment.	1%
	Help Desk Support: Minimum 3 years of experience of application support, hardware maintenance and basic networking.	2%
B. Experience		**(50 %)**
General of consulting firm	The Consulting Firm must have 5 Years of Experience in the field of Application Development, System Administration and Network Administration.	20%
Specific experience of consulting firm within last 7 years. *In case of person, specific experience of the person within last 4 years.*	The Consulting firm must have minimum 3 years of Experience in Oracle Database Administration, Corporate Network Administration and Application Development on Oracle and Java platform.	30%
Similar Geographical experience of consulting firm		
C. Capacity		**(10%)**
Financial Capacity[1]	Average turnover of at least NRs. 45,00,000 for last three years.	10 %
Infrastructure/equipment		

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[1] *Average turnover required shall not exceed 150% of cost estimate*

related to the proposed assignment[2]		

Note : In Case, a corruption case is being filed to Court against the Natural Person or Board of Director of the firm/institution /company or any partner of JV, such Natural Person or Board of Director of the firm/institution /company or any partner of JV such firm's or JV EoI shall be excluded from the evaluation, if public entity receives instruction from Government of Nepal.

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[2] *This Evaluation criteria should be deleted if infrastructure/equipment are not the part of the proposed assignment.*

E. EOI Forms & Formats

Form 1. Letter of Application

Form 2. Applicant's information

Form 3.Experience *(General, Specific and Geographical)*

Form 4. Capacity

Form 5. Qualification of Key Experts

1. Letter of Application

(Letterhead paper of the Applicant or partner responsible for a joint venture, including full postal address, telephone no., fax and email address)

Date: ....

To,

Full Name of Client: _____

Full Address of Client: _____

Telephone No.: _____

Fax No.: _____

Email Address: _____

Sir/Madam,

1. Being duly authorized to represent and act on behalf of (hereinafter "the Applicant"), and having reviewed and fully understood all the short-listing information provided, the undersigned hereby apply to be short-listed by **Public Service Commission** as Consultant for **Support and Enhancement of Public Service Recruitment Management System**.

2. Attached to this letter are photocopies of original documents defining:

    a) the Applicant's legal status;

    b) the principal place of business;

3. **Public Service Commission** and its authorized representatives are hereby authorized to verify the statements, documents, and information submitted in connection with this application. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.

4. **Public Service Commission** and its authorized representatives are authorized to contact any of the signatories to this letter for any further information.[3]

5. All further communication concerning this Application should be addressed to the following person,

    [Person]

    [Company]

    [Address]

    [Phone, Fax, Email]

6. We declare that, we have no conflict of interest in the proposed procurement proceedings and we have not been punished for an offense relating to the concerned profession or

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[3] Applications by joint ventures should provide on a separate sheet, relevant information for each party to the Application.

business and our Company/firm has not been declared ineligible.

7. We further confirm that, if any of our experts is engaged to prepare the TOR for any ensuing assignment resulting from our work product under this assignment, our firm, JV member or sub-consultant, and the expert(s) will be disqualified from short-listing and participation in the assignment.

8. The undersigned declares that the statements made and the information provided in the duly completed application are complete, true and correct in every detail.

Signed   **:**

Name   **:**

For and on behalf of (name of Applicant or partner of a joint venture):

2. Applicant's Information Form

(In case of joint venture of two or more firms to be filled separately for each constituent member)

1. Name of Firm/Company:

2. Type of Constitution (*Partnership/ Pvt. Ltd/Public Ltd/ Public Sector/ NGO*)

3. Date of Registration / Commencement of Business *(Please specify):*

4. Country of Registration:

5. Registered Office/Place of Business:

6. Telephone No; Fax No; E-Mail Address

7. Name of Authorized Contact Person / Designation/ Address/Telephone:

8. Name of Authorized Local Agent /Address/Telephone:

9. Consultant's Organization:

10. Total number of staff:

11. Number of regular professional staff:

(Provide Company Profile with description of the background and organization of the Consultant and, if applicable, for each joint venture partner for this assignment.)

3. Experience

3(A). General Work Experience

(Details of assignments undertaken. Each consultant or member of a JV must fill in this form.)

S. N.	Name of assignment	Location	Value of Contract	Year Completed	Client	Description of work carried *out*
1.						
2.						
3.						
4.						
5.						
6.						
7.						

3(B). Specific Experience

Details of similar assignments undertaken in the previous seven years
(In case of joint venture of two or more firms to be filled separately for each constituent member)

Assignment name:	Approx. value of the contract (in current NRs; US$ or Euro)[4]:
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of person-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in current NRs; US$ or Euro):
Start date (month/year): Completion date (month/year):	No. of professional person-months provided by the joint venture partners or the Sub-Consultants:
Name of joint venture partner or sub-Consultants, if any:	Narrative description of Project:
Description of actual services provided in the assignment: **Note: Provide highlight on similar services provided by the consultant as required by the EOI assignment.**	

Firm's Name: _____

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[4] Consultant should state value in the currency as mentioned in the contract

3(C). Geographic Experience

Experience of working in similar geographic region or country
(In case of joint venture of two or more firms to be filled separately for each constituent member)

No	Name of the Project	Location (Country/ Region)	Execution Year and Duration
1.			
2.			
3.			
4.			
5.			
6.			
7.			

4. Capacity

4(A). Financial Capacity

(In case of joint venture of two or more firms to be filled separately for each constituent member)

Annual Turnover	
Year	**Amount Currency**

- **Average Annual Turnover of Best of 3 Fiscal Year Of Last 7 Fiscal Years**

(Note: Supporting documents for Average Turnover should be submitted for the above.)

4(B). Infrastructure/equipment related to the proposed assignment[5]

No	Infrastructure/equipment Required	Requirements Description
1.		
2.		
3.		
4.		
5.		

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[5] *Delete this table if infrastructure/equipment for the proposed assignment is not required.*

5. Key Experts *(Include details of Key Experts only)*

(In case of joint venture of two or more firms to be filled separately for each constituent member)

SN	Name	Position	Highest Qualification	Work Experience (in year)	Specific Work Experience (in year)	Nationality
1						
2						
3						
4						
5						

(Please insert more rows as necessary)