



# मिरा भाईंदर महानगरपालिका

## MIRA-BHAINDAR MUNICIPAL CORPORATION



कार्यालय : स्व. इंदिरा गांधी भवन, छत्रपती शिवाजी महाराज मार्ग, भाईंदर (प.), ता. जि. ठाणे - ४०१ १०१.

दूरध्वनी: 022-28192828 / 28193028 / 28181183 / 28181353 / 28145985

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मुख्य कार्यालय

जा. क्र. मिभा / मनपा माहिती व तंत्रज्ञान / ४४ / २०२३ - २४

दिनांक: २५/०५/२०२३

### Invitation letter

To.

All the empaneled consulting firms with Government of Maharashtra

1. M/s Deloitte
2. M/s Ernst & Young
3. M/s Grant Thornton
4. M/s KPMG
- ✓ 5. M/s PwC
6. M/s Wipro

**Subject: Appointment of a Consulting Firm to provide Technology Advisory & Project Management Services for designing & implementation of IT Infrastructure at Mira Bhaindar Municipal Corporation.**

MBMC has initiated various e-governance initiatives that aim to bring out the holistic improvements in its operations with focus for efficiency enhancement and social responsiveness and to strengthen the dispensation of Citizen Centric Services in an efficient, low cost and transparent manner.

In anticipation of the future growth, the MBMC has decided to undertake strengthening ICT systems & infrastructure to cater various services to its citizens, use of IT devices.

In view of the above, the MBMC seeks the consultancy services from the consulting firm empaneled with Government of Maharashtra, vide Directorate of Information Technology (DIT) GR GAD- मातंस 080/4/2014-0/0 DIRECTORATE OF IT-DIT (MH) dated 09th May 2019. The detailed scope of work for the consulting firm is mentioned into the Annexure 1.

All the empaneled agencies are hereby invited to make a presentation on their experience, approach & methodology and CV of proposed resources on 03/05/2023 (As per time schedule 2.3)

  
System Manager

Information Technology Dept.  
Mira Bhaindar Municipal Corporation

“आपली जबाबदारी व अधिकार, मजबूत लोकशाहीचा आधार”  
“जागरूक मतदार लोकशाहीचा आधार”



**Subject: Appointment of a Consulting Firm to provide Technology Advisory & Project Management Services for designing & implementation of IT infrastructure at Mira Bhaindar Municipal Corporation.**

**Project Overview:**

Mira Bhaindar, the twin cities are currently known as one of the major developing cities within the state of Maharashtra. Mira Bhaindar Municipal Corporation (MBMC) aspires and envisages to transform these into cities of millennium with State of Art infrastructure and to achieve this Mira Bhaindar Municipal Corporation is focused and fixated on improving the eminence of citizen welfare services and quality of city dweller's life. Mira Bhaindar Municipal Corporation envisages to prepare a charter for Technology Conceptualization and Implementation Roadmap which comprises of conceptualizing, designing and developing Hybrid cloud to host citizen centric application along with various other departmental applications that shall result in ease of doing business for departments and ease of living for citizens.

Some of the MBMC's core business process are listed below which are to be intended to be hosted on the proposed Hybrid cloud are :

- Property Tax
- DMS, Scan and Digitize Records
- water tax
- E-Tenders
- Water Tankers application
- RTI
- Open Land Taxes
- Budget and Geo Tagging Application
- RTS Services
- License module
- Salary Administrative, Pension, Payroll, Attendance, Income Tax, Financial Module
- Account module
- Gis
- Citizen centric services
- Network Management
- Mobile Apps.
- MBMC Any Other Application and Mobile App.



Newly implemented IT infrastructure of MBMC will lead to betterment of facilities to its citizens while maximizing business values and optimizing administrative functions to facilitate efficient and effective governance through implemented state of the art technology.

#### **Scope of Work:**

MBMC wishes to engage a Technology Advisor that shall be responsible for conceptualization designing and implementation of new Hybrid Cloud while adapting various IT/IoT enabled Smart technologies! Solutions like network backbone, application hosting etc.

The consulting firm shall be responsible for providing technology advisory services for a period of six month pertaining to the conceptualizing, designing & establishment of "Enhanced IT Infrastructure" covering below mentioned key activities:

- 1) **Diagnostic Study:** Study and assessment of the current IT initiatives and network infrastructure availability in MBMC pertaining to the Citizen centric applications.
- 2) **New Hybrid cloud designing:** Preparation of Technology Conceptualization and Implementation Roadmap comprising of various applications, which shall be migrated from the existing Data center to the newly designed and developed Data center. The solution shall contain Disaster Recovery Center plan which shall be utilized for application level recovery and backup in case disaster.
- 3) **Preparation of Detailed Project Report (DPR) & Request for Proposal (RFP) document**
  - High-level solution conceptualization, covering various building blocks across infrastructure & systems
  - Preparation of DPR/RFP/Tender Document(s) for Selection of System Integrator. (Implementing Agency), for implementation IT infrastructure, which includes the following activities :
    - a) Assist in Finalization of the procurement model (EPC/PPP/BOT etc.)
    - b) Define Scope of Work & Bid evaluation framework and criteria.
    - c) General conditions of contract and Special conditions of contract
    - d) Define Service level agreements, Payment terms and Penalties
    - e) Define Bid formats and BoQ.
  - If required, organize a workshop of identified stakeholders to discuss the RFP
  - Submit the draft RFP for review by the Client Committee.



**Key Deliverables:**

- Draft Detailed Project Report (DPR)
- Draft Request for Proposal (RFP)

- 4) **Assist MBMC in Bid Management & Selection of Implementation Agency**
- Assistance in floating RFP and managing communication with prospective bidders
  - Assist in conducting and coordinating the pre-bid meeting for prospective bidders
  - Assist in compiling draft responses clarifications to pre-bid queries raised by prospective bidders
  - Assist in preparing Corrigendum/notifications to RFP, if any
  - Assist in the evaluation of bids as per RFP defined bid evaluation framework.

**Key Deliverables:**

Detailed Bid evaluation report.

- 5) **Provide Project Infrastructure Management Services for implementation of captioned IT infrastructure.**
- Develop a draft standard project monitoring framework to monitor the progress of various activities and SLAS, as per RFP requirements, and regular updating and monitoring of templates
  - Report on the progress of execution at the end of each milestone and highlighting key issues/risks alongside the project progress update
  - Coordinate with various stakeholders of the project during the implementation phase
  - Regular communication to stakeholders with respect to project progress, issue escalation and risk management and coordination between project stakeholders for facilitating project related communications, documents exchange/approvals, milestone achievements & sign-off, project Go Live etc.
  - Proper and synchronized documentation of project records/credentials/deliverables/approvals etc.
- 6) **Prepared Professional PowerPoint Presentation of MBMC Development Project/Schemes/Dept. Information**
- Professional PowerPoint Presentation for MBMC Development Project, Schemes
  - Daily Updation of Presentation data



- Collection of Required information from MBMC dept for PPT Presentation and Mo data in Professional Presentation.
  - PPT for Govt Meeting
  - Use of different graphs, Tabular format
  - PPT for All dept for Work in progress of Dept Weekly meeting
  - PPT for use of IT services of All Dept
- **Key Deliverables:**
- Fortnightly/Monthly Progress Reports.

#### Invitation to DIT Empaneled Consulting Firms

In view of the above and the Government of Maharashtra, Director of Information Technology (DIT) hair 080/4/2014 Director of IT-ID (MH) dated: 01/07/2014 and Government of Maharashtra, Directorate of Information Technology Government Resolution No: GAD- मातंस 080/4/2014-0/0 DIRECTORATE OF IT-DIT (MH) Mantralaya (Annexe), Mumbai - 400 032 Date: 09 May, 2019. Your firm is hereby invited to make a presentation on 10 April, 2023 at 11:00 AM at Commissioner Conference Hall, Mira Bhaingar Municipal Corporation, 2<sup>ND</sup> Floor, Indira Gandhi Bhavan, Chhatrapati Shivaji Maharaj Marg, Bhaingar West, Mira Bhaingar, Thane, Maharashtra 401101.

#### a) Schedule for Technical Presentation Consulting Firm

#	Consulting Firm	Time Slot
1	M/s. Deloitte	11:00 am to 11:30 am
2	M/s. Ernst & Young	11:30 am to 11:45 pm
3	M/s. Grant Thornton	12:00 pm to 12:15 pm
4	M/s. KPMG	12:15 pm to 12:30 pm
5	M/s. PwC	12:30 pm to 12:45 pm
6	M/s Wipro	12:45 pm to 01:00 pm

The aforementioned Consulting firms are requested to confirm their presence for the said presentation by e-mail to it@mbmc.gov.in before 03 May, 2023 at 11.00 AM

- b) The consulting firms shall be evaluated on the following mentioned criteria, but not limited to:



- Experience of providing Technology Advisory services and drafting "Technology Conceptualization and Implementation Roadmap" in City/ULB in India
- Experience of supervising "Implementation of HYBRID CLOUD services in the city /ULB in India

## Indicative Activities and Tentative Timelines

### 1.1 Indicative activities and tentative timelines

#	Key activities	Timeline
1	Issue of work order	T (Work order)
2	Inception report - Finalize Dept. priorities & their major issues/challenges along with detailed project plan	T+15 Days
3	Preparation & Submission of IT Vision & Road map Document	T+01 Months
4	Preparation & Submission of draft Detailed Project Reports (DPR) as per identified & mutually agreed Dept. priorities/requirements	T+02 Months
5	Preparation & submission of Draft E01/RFQ/RFPs as per identified & mutually agreed Dept. priorities/requirements	T+02 Months
6	Bid process management and onboarding of the system integrator/vendor	T+3 Months
7	PMO support, Project Management, Third Party Audit, IT Security Audit/Cyber Audit, System Review, and management for existing & new initiatives	T+4 Months

### 1.2 Period of Engagement:

The engagement duration shall be initially for a period of 6months from the date of work order. The engagement can be extended as per the terms and conditions and validity of the Govt. of Maharashtra GR on annual basis subject to satisfactory performance.

The team size will be proposed by the agencies however it will be the mutually discussed with MBMC to limit or enhance the team size as per the requirement.

### 1.3 Presentation venue and schedule.

#### Venue :

Conference Room, Mira Bhaindar Municipal Corporation (MBMC)