



MISHRA DHATU NIGAM LIMITED

A Govt of India Enterprise

P. O Kanchanbagh, Hyderabad – 500058, Telangana, India.

Corporate Identity Number : U14292AP1973GOI001660

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INVITES

Expression of Interest (EOI) for
“Application for Appointment of Consultant for IT Project Management Support
(PMS) Services in MIDHANI”

Ref No: MDNL/AP/26/ EOI /266/16-17 Dt. 09/01/2017

Start of Issue of EOI Documents:	09/01/17 at 11.00 Hrs
End of Issue of EOI Documents up to:	27/01/17 up to 10.00 Hrs
Receipt of EOI on or before:	27/01/17 by 10.30 Hrs
Opening of EOI Date:	27/01/17 at 11.00 Hrs

Note:

- Detailed Invitation for Expression of Interest is attached herewith.
- All Bidders need to submit the duly signed for EOI Documents & As per Annexure thereof in a Sealed Cover Subscribes as

Expression of Interest (EOI) for
“Application for Appointment of Consultant for IT Project Management Support
(PMS) Services in MIDHANI”

EOI NO: MDNL/AP/26/ EOI /266/16-17 Dt. 09/01/2017

Due Date : 27.01.2017 at 10.30 hrs.

To,

AGM (I/c Purchase)
CORPORATE OFFICE,
MISHRA DHATU NIGAM LIMITED,
PO: KANCHANBAGH,
HYDERABAD – 500 058.

Any Corrigendum to the EOI shall be published in MIDHANI website only.

Expression of Interest for Appointment of Consultant for IT Project Management Support (PMS) Services in MIDHANI

Dear Sir / Madam,

M/s. Mishra Dhatu Nigam Ltd.(MIDHANI) is a public sector undertaking under Ministry of Defense engaged in manufacturing of Super Alloys, Special Steels and Titanium Alloys. Our factory is situated at Kanchanbagh, Hyderabad. Our turnover in F.Y. 2015-16 was Rs.750crores.

MIDHANI has embarked on a journey to modernize the business through various initiatives that will help to achieve their strategic objectives. The corporation requires assistance from experienced consultants in the outlined fields in the following Scope of work (SOW) **from development to enablement to making the project a success**. The consultant shall assist midhani in the assessment and defining the scope of work of various projects as mentioned in SOW as per time schedule of each project.

Details of the scope of work (Annexure-2), qualifications criteria & documents (Annexure-1) is required to be submitted along with the EOI has contained in the EOI.

The shortlisted candidates will be called to give presentation before MIDHANI Management. Evaluation of the parties shall be based on qualification criteria (Annexure-1) and assessment of their methodology. The selected parties will be given detailed scope of work to participate in technical and commercial bids.

The applicant has to state confirmation of Annexure-1 and Annexure-2 by chief executive officer/ Principal Officer of the company signing with seal. The complete forms along with supporting documents/credentials etc should be sent in a sealed envelope superscribing "Application for Appointment of Consultant for IT Project Management Support (PMS) Services in MIDHANI". Due date: 27.01.2017, 10:30 hr"

Application addressed to AGM (Purchase), Mishra Dhatu Nigam Limited, Corporate Office, PO Kanchanbagh, Hyderabad-500058 should reach on or before due date.

We enclose the following.

- Eligibly Criteria and documents to be submitted (Annexure-1)
- Scope of Work (Annexure-2)
- Terms and conditions (Annexure-3)

Yours truly,
For **Mishra Dhatu Nigam Limited**

Encl: as Above.

Eligibility Criteria of the Bidder

Only those organizations that meet the following criteria are eligible to participate

Sl. No	Criteria	Documents for confirmation
1	Should have been established and operating since at least 5 years before the date of EOI. Should have PAN/ TAN/TIN/Excise registration No	Certificate of Incorporation issued by the Registrars of Companies with proof of address.
2	Solvency Rs.40 Lakhs issued not earlier than 6 months from the date EOI. Issued by Nationalized / Scheduled bank in India.	
3	Annual Turnover Should have a minimum annual turnover of INR 30 Crores in each of the previous three financial years (FY 2013-14, 2014-15, 2015-16). Out of the total turnover of the company a minimum of Rs. 5 Cr should be from IT consulting services.	Audited annual accounts of the last 3 years
4	Net Worth Should have positive net worth in each of the previous three financial years (FY 2013-14, 2014-15, 2015-16)	Audited annual accounts
5	The Bidder should have executed at least two numbers of contracts of IT strategy and policy roadmap / I T Project Management Support (PMS) Services for Central / State Government departments / PSUs in the last 5 years.	The bidder should submit copies of respective contracts, along with documentary evidence of project completion.
6	Bidder should have prior experience of conducting Oracle ERP Audits / Oracle Control Assessments in which at least one should be under Central / State Government Departments / PSUs/ Corporates in India	Please provide evidences of at least 2 such Oracle audits.
7	Experience of Personnel Bidder should have a minimum of 50 employees in the IT consulting Division. Bidder should have CISA & CISSP certified professionals.	
8	Unconditional acceptance of all commercial terms and condition	Self-certificated document to be submitted

MISHRA DHATU NIGAM LIMITED

Scope of Work (SOW) for I T Project Management Support (PMS) services

Mishra Dhatu Nigam Ltd. (MIDHANI) has embarked on a journey to modernise the business through various initiatives that will help achieve their strategic objectives. The corporation requires assistance from experienced consultants in the outlined fields in the following SOW **from development to enablement to making the project a success**. The consultant would assist in the assessment and definition of the scope of work of the various projects identified in the strategy as per time schedules of adoption for such projects. For the convenience of understanding, the projects have been divided into different themes and these themes shall be performed in three phases each. The consultant would be required to be associated with the corporation for a period of 3 years and would be responsible for the following phases:

- ✓ Pre-implementation (Assessment and Bid Process Management)
 - ✓ During implementation (Project Management)
 - ✓ Post implementation (Quality Assurance)
- ✓ . The evaluation of the parties shall be based on qualification criteria (Annexure-1) and a presentation before the MIDHANI management. The selected parties will be given detailed scope of work to participate in technical and commercial bids.

Project-1: Provide assistance in implementation of Enterprise Content / Document Management System (Digitization) (Period 5-6 Months)

Category Short Term

Following shall be the roles and responsibilities of the consult

- ✓ Understand digitization requirements of various departments
- ✓ Prepare Functional and Technical requirement Sheets (FRS & TRS)
- ✓ Provide assistance in preparation of RFP/ RFQs
- ✓ Provide assistance in Bid-process management (product and vendor selection)
- ✓ Provide assistance in on boarding of product and vendor.
- ✓ Provide project management and quality assurance related support during various stages of the implementation project (i.e. Business process Document reviews, Configuration Reviews, all testing reviews, Data Migration related activity reviews etc.)
- ✓ Identify workflow related requirements in various departments and provide assistance in implementation of the same in Document/ Digitization management system.

Project-2: Setting up of Master Data Management Cell (Period 3 Months)

Category Short Term

- ✓ Following shall be the roles and responsibilities of the consultant
 - Understand the current set up of various master data in Oracle application
 - Provide assistance in setting up of Master Data Management helpdesk.
 - Provide assistance in cleaning & strategizing Master Data as per business requirements.
 - Project monitoring during system design for Master Data related process automation
 - Perform Quality Assurance on the system and process design for master data management.
 - Provide assistance in supporting for Master Data Governance Structure stabilisation

Project-3: Post Implementation Review and audit of Oracle System (Period 5-6 Months)

Category Short Term

Following shall be the roles and responsibilities of the consult

2a) Review Business Process related configuration controls in Oracle ERP

- ✓ Review of automated controls as configured with Oracle System (inherent or configurable) influencing critical functions.
- ✓ Identify control gaps provide technical recommendations to implement the same.
- ✓ Following business processes shall be covered as part of the scope
 - Record to Report
 - Order to Cash
 - Procure to Pay
 - Production Planning and control
 - Hire to retire
- ✓ Provide ERP enabled standard operating procedures (SOPs)

2b) Review of user and authorization management procedures (Oracle access security review)

- ✓ Review the process followed for creation of new user ID's, changes or deletion of existing user ID's in Oracle to assess the effectiveness of user authorization controls
- ✓ Review the process followed for creation or change of roles for segregation of duties (SOD) conflicts.
- ✓ Analysis & identification of set of critical transactions through discussion with the process owners in critical modules of Oracle
- ✓ Review the existing Segregation of Duty and identify new potential segregation of duty (SOD) conflict for critical modules of SAP ECC within the:
 - Roles
 - User

2C) Review of Change Management Controls

- ✓ Review of change movement policy & procedure and provide recommendation to improve the same.
- ✓ Review of process to raise & approve changes in Oracle application.

2D) Future path for ERP and related expansion

- ✓ Review whether the current version of Oracle application is abreast of the latest releases and trends and fit for future up gradations from OEM and recommend on the upgradations, if required.
- ✓ Review whether the Oracle application can provide all existing functionalities along with mitigating current operation challenges and help the organization achieve its objectives.
- ✓ Recommend on the additional modules/software to be taken based on MIDHANI's business requirements

2E) Perform Vulnerability Assessment & Penetration testing (VAPT) on various components of ICT infrastructure

2F) Bid Management or Internal project management for the implementation of the findings and recommendations provided in sections 2A to 2D.

- ✓ Consultant shall assist in implementation of the recommendations provided in section 2A to 2 D either
 - Implementation to be done by in-house team (wherever possible)
Or
 - By third party service providers (where consultant shall support MIDHANI in bid management followed by project management and quality assurance related activities.

Project-4: Provide assistance in implementation of Security Incident and Event Management Tools (SIEM) (Period 5-6 Months)

Category Medium Term

Following shall be the roles and responsibilities of the consultant

- ✓ Development of FRS, TRS for SIEM tools (including reporting requirements, if any)
- ✓ Development of RFP
- ✓ Bid process management
- ✓ Product (as required) and Vendor selection
- ✓ Project monitoring
- ✓ Provide project management and quality assurance related support during various stages of the implementation project (i.e. Business process Document reviews, Configuration Reviews, all testing reviews, Data Migration related activity reviews etc.)
- ✓ The above support would involve liaison with SI for issues resolution

Project-5: Provide assistance in implementation of e-Procurement, e-Recruitment system and ITSSM (Period 5-6 Months)

Category Medium Term

Following shall be the roles and responsibilities of the consultant

- ✓ Understand e-procurement related requirements of purchase department
- ✓ Prepare Functional and Technical requirement Sheets (FRS & TRS)
- ✓ Provide assistance in preparation of RFP/ RFQs
- ✓ Provide assistance in Bid-process management (product and vendor selection)
- ✓ Provide assistance in on boarding of product and vendor.
- ✓ Provide project management and quality assurance related support during various stages of the implementation project.

Project-6: Provide assistance in implementation of Integration across systems (Biometric-Time office-Payroll system, Quality systems & SCADA machines-ERP) (Period 5-6 Months)

Category Medium Term

Following shall be the roles and responsibilities of the consultant

- ✓ Development of FRS, TRS for integration requirements (including reporting requirements, if any)
- ✓ Development of RFP
- ✓ Bid process management
- ✓ Product (as required) and Vendor selection
- ✓ Project monitoring
- ✓ Review of preliminary outputs generated during integrations
- ✓ Change Management control
- ✓ Validation/review of data movement across systems
- ✓ Identifying improvement opportunities from original plans
- ✓ Support in reporting & monitoring from SCADA machines and ensuring expected outputs
- ✓ The above support would involve liaison with SI for issues resolution

Terms and Conditions

1. Principal

The Company shall mean Mishra Dhatu Nigam Limited (MIDHANI).

2. SUB-LETTING OF CONTRACT

The consultant shall not, assign or sub-let his Contract.

3. SUBMISSION OF EOI:

The EOI is to be submitted in a sealed and send it in a sealed envelope super scribing "Application for Appointment of Consultant for IT Project Management Support (PMS) Services in MIDHANI' addressed to

AGM(I/C Purchase),

MIDHANI Corporate Office,

PO Kanchanbagh, Hyderabad-500058 so as to reach by **27.01.2017 at 10.30AM,**

The proposals will be opened on **27.01.2017 at 11:00AM**

4. ELIGIBILITY CONDITION:

Only those firms who meet the Eligibility Criteria at Annexure-1 documents shall be eligible for appointment. Proposal not meeting the EOI shall be rejected.

5. PERIOD OF VALIDITY OF EOI

The proposals should remain valid up to 3 months from the date of the EOI.

6. SELECTION PROCEDURE

All the proposals received by MIDHANI would be scrutinized w.r.t the Eligibility Criteria. Firms meeting shall only be considered. The firms may please note that mere meeting of the EOI does not entitle any firm the right for appointment.

7. LAW GOVERNING THE CONTRACT

This contract shall be governed by the laws of India for the time being in force & as awarded for time to time.

8. SECRECY

All the material/data/documents etc given to/collected by the appointed insurance Contractor in course of their work, contractor shall be treated as confidential and should not be disclosed in any matter to any unauthorized person under any circumstances. MIDHANI may require the appointed Contractor to execute a Secrecy / Confidentiality Agreement.

9. INCOMPLETE EOI

Incomplete EOI which do not contain all the information called for and/or any Addition /deletion in tender document/Annexure are liable to be rejected.

10.CANCELLING THE TENDER

MIDHANI reserves the right to cancel/scrap the EOI without assigning any reason whatsoever.

11.JURISDICTION

The contract shall be subject to the Jurisdiction of the courts in Hyderabad.

We confirm the above.

(Signature of CEO/Principal Officer of the Applicant)