

PROPOSAL EVALUATION REPORT

Name of the Office: : Office of the Senior System Analyst,
MIS & Billing Department, Dhaka WASA.

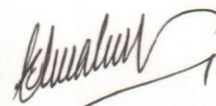
Title of Service : New Module & Feature of Budget
Management System Software for Dhaka
WASA

Reference No : 46.05.0000.223.32.009.24/150(1)



Dhaka Water Supply and Sewerage Authority

WASA Bhaban, 98, Kazi Nazrul Islam Avenue,
Kawran Bazar, Dhaka-1215



Technical Evaluation Report

1. BACKGROUND

Dhaka Water Supply & Sewerage Authority (DWASA) was established in 1963 as an independent organization with the mandate of Water Supply and Sewage disposal to the city dwellers of Dhaka. In 1990, Water Supply service of Narayanganj city also came under the purview of DWASA. Its activities have been reorganized by 'The WASA Act, of 1996' and according to this act, DWASA is now operating as an autonomous body with corporate culture in its management & operation. Recently, the DWASA proposed development of a system as part of the Smart Dhaka WASA. The DWASA is mandated to undertake web-based software activities for the account division.

Dhaka Water Supply & Sewerage Authority (DWASA) was maintaining paper-based manual system for budget management. Although, record keeping to some extent is not so difficult but generating reports has become a major problem area in the current system. Based on this Dhaka Water Supply & Sewerage Authority (DWASA) has decided to develop an automated customized web-based software which will keep records and generate daily, weekly or any periodical reports of account department to get automated those are normally prescribed for day to day activity.

The main objective of this project is to bring the entire budget section of account division of Dhaka Water Supply & Sewerage Authority (DWASA) of under one network and one central database with MIS.

Besides to record this information and to maintain these large volume of data is very difficult and error prone. The proposed module is designed to overcome all these problems and make the process easier.

2. OBJECTIVES OF THE PROJECT

The objective of this service is to develop a software module which automate The Budget Software. All key business process such as report and tor sheet generating, income module etc are included.

3. SCOPE OF WORKS

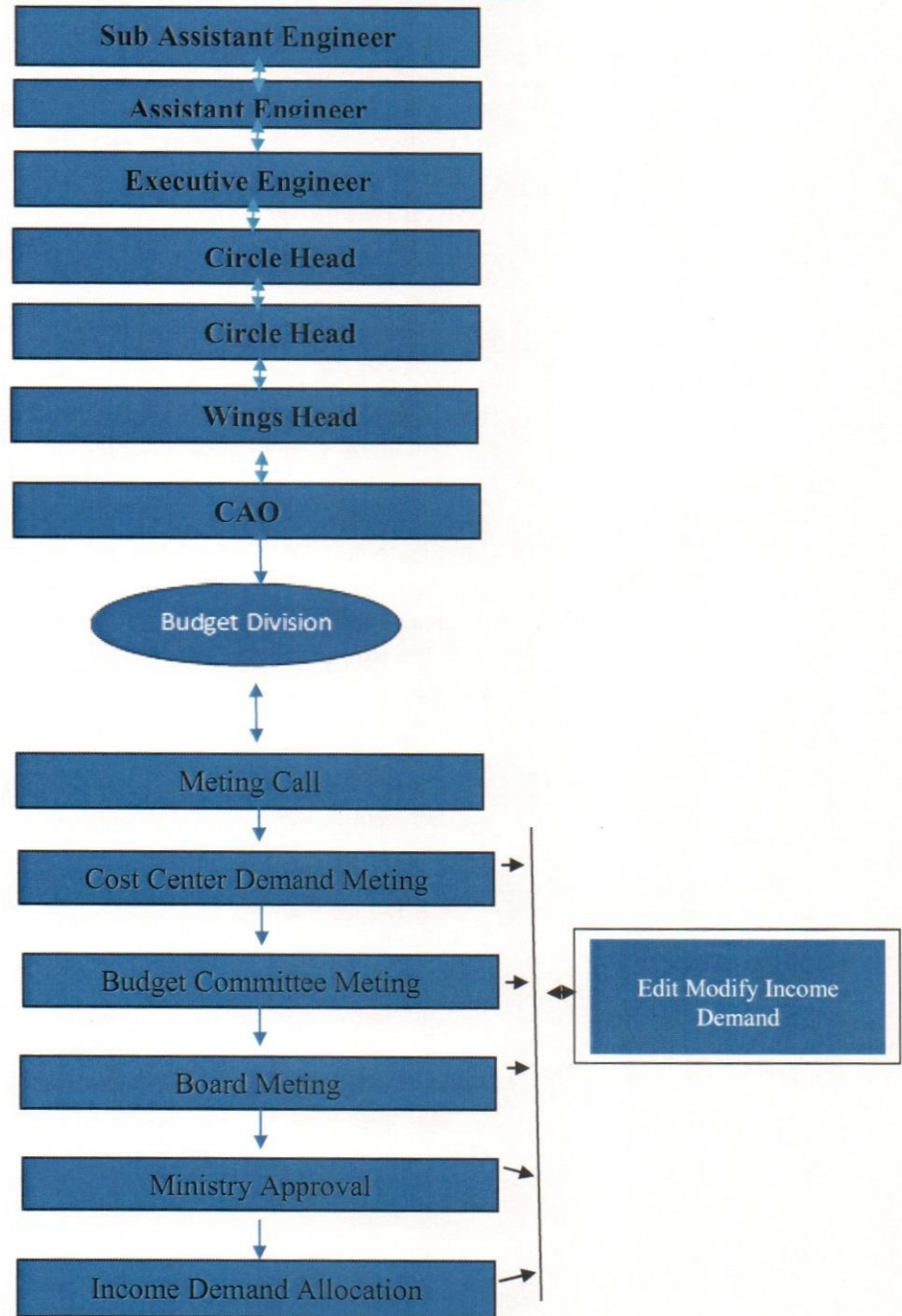
Budget Management System Software for Dhaka new module & features are given below:

1. Income.
2. Income and Expenditure Schedule Top Sheets.
3. Budget Clearance.
4. Report Modification.
5. Budget Adjustment.
6. Segregation of Salary and Allowance.



Module Name	Feature & Functionality/Process
Income	➤ Sub Assistant Engineer: (a) Create Income Requisition (b) Check income Requisition Report (c) Create, Edit, Update income Requisition (d) Forward Income Requisition (e) Download PDF, Excel Requisition Report
	➤ Assistant Engineer: (a) Observation Income Requisition (b) Forward & Backward Income Requisition (c) Download PDF, Excel Requisition Report
	➤ Executive Engineer: (a) Observation Income Requisition (b) Forward & Backward Income Requisition (c) Download PDF, Excel Requisition Report
	➤ Circle Head: (a) Observation Multiple Division Income Requisition (b) Forward & Backward Income Single or multiple Requisition (c) Download PDF, Excel Requisition Report
	➤ Wings Head: (a) Observation Multiple Division Income Requisition (b) Forward & Backward Income Single or multiple Requisition (c) Download PDF, Excel Requisition Report
	➤ CAO: (a) Observation Multiple Division Income Requisition (b) Forward & Backward Income Single or multiple Requisition (c) Download PDF, Excel Requisition Report (d) Send income Requisition to budget division
	➤ Budget Division: (a) Observation Multiple Division Income Requisition (b) Meting Call 1. Cost Center Demand Meting 2. Budget Committee Meting 3. Board Meting 4. Ministry Approval 5. Income Demand Allocation (c) Download PDF, Excel Requisition Report (d) Forward & Backward Income Single or multiple Requisition

Zone/Division Income Demand



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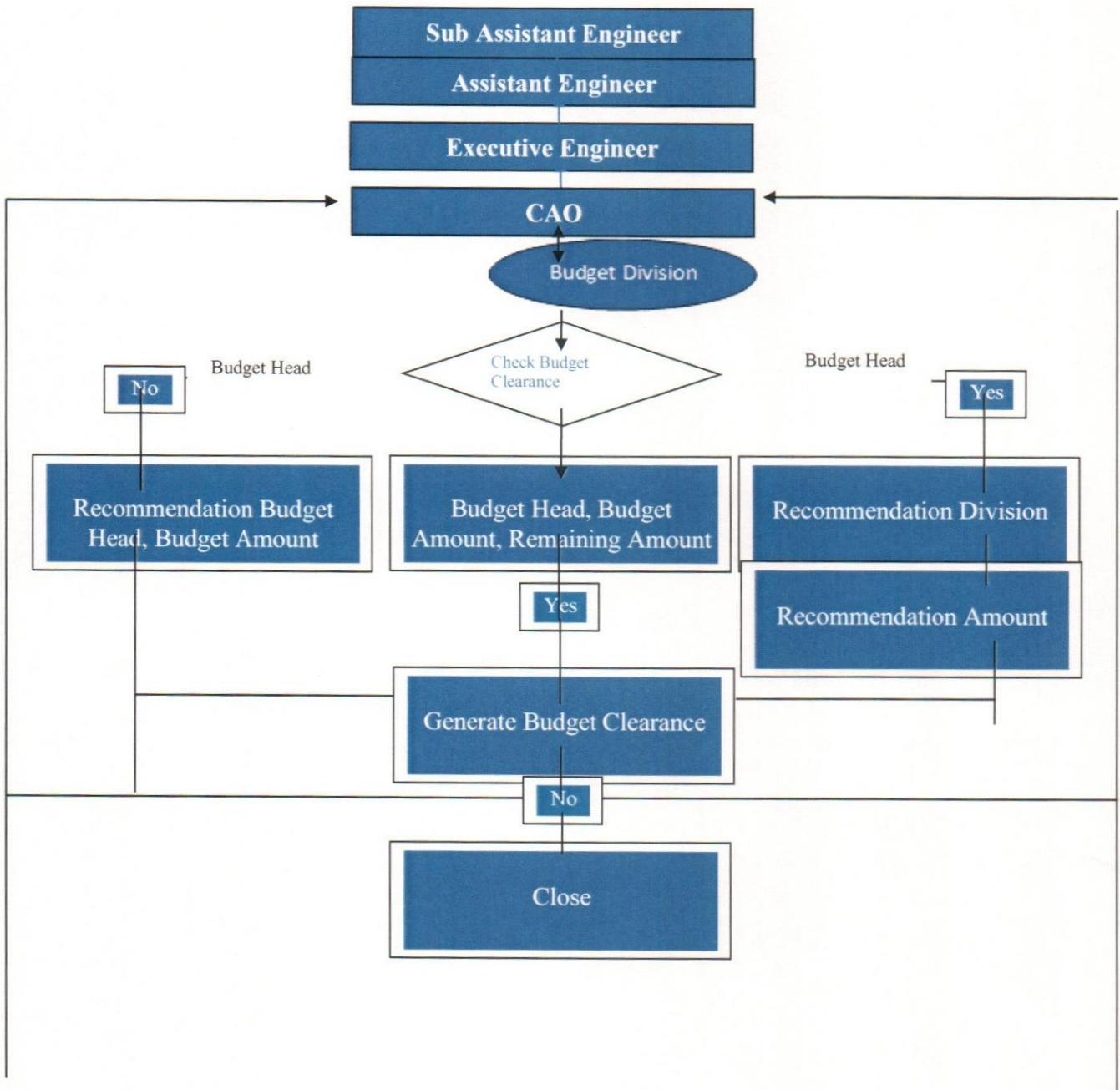
Module Name	Feature & Functionality/Process
Budget Clearance	➤ Sub Assistant Engineer: (a) Create Budget Clearance Certificate (b) Check Budget Clearance Certificate (c) Create, Edit, Update Budget Clearance Certificate (d) Forward Budget Clearance Certificate (e) Download PDF, Excel Budget Clearance Certificate
	➤ Assistant Engineer: (a) Observation Budget Clearance Certificate (b) Forward & Backward Budget Clearance Certificate (c) Download PDF, Excel Budget Clearance Certificate
	➤ Executive Engineer: (a) Observation Budget Clearance Certificate (b) Forward & Backward Budget Clearance Certificate (c) Download PDF, Excel Budget Clearance Certificate
	➤ CAO: (a) Observation Multiple Division Budget Clearance Certificate (b) Forward & Backward Budget Clearance Certificate (c) Download PDF, Excel Budget Clearance Certificate (d) Send Budget Clearance Certificate to budget division
	➤ Budget Division: (a) Observation Budget Clearance Certificate (b) Check Budget Head, Budget Amount, Remaining Amount, Generate Budget Clearance Certificate & Approve Budget Clearance Certificate. (c) Download PDF, Excel Budget Clearance Certificate (d) Forward & Backward Budget Clearance Certificate

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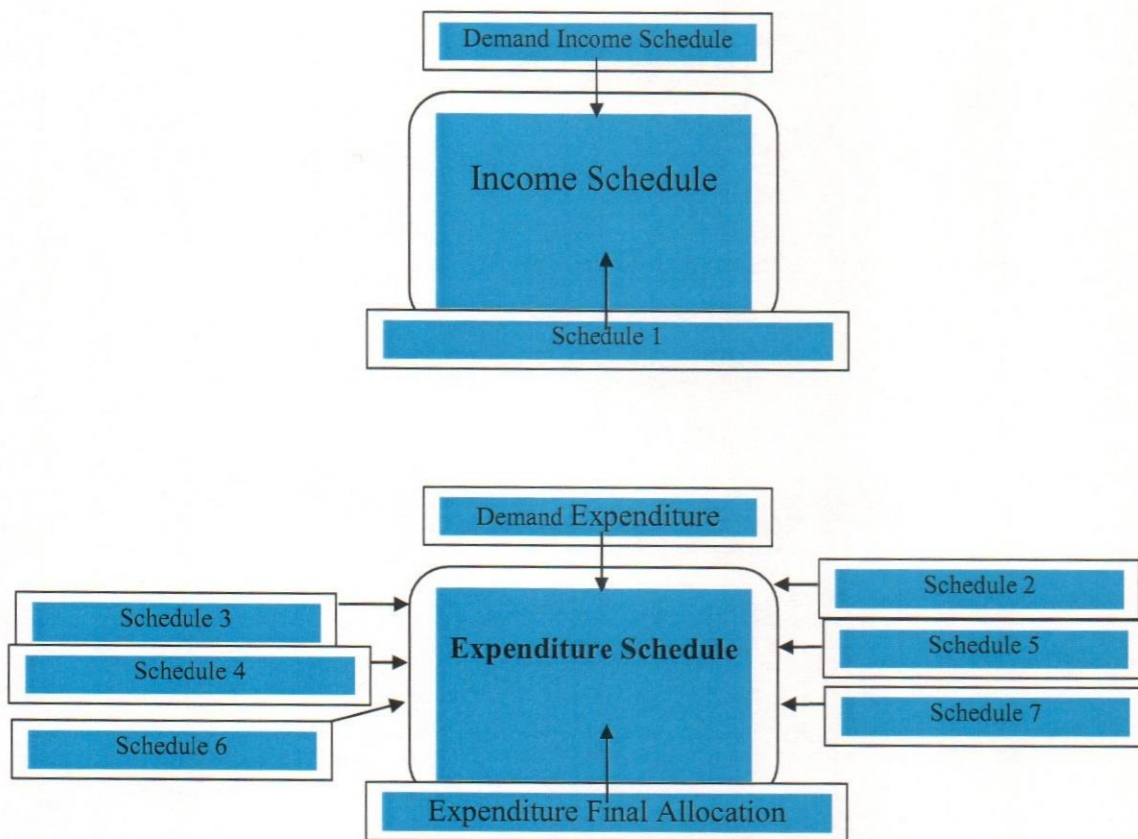
Budget Clearance



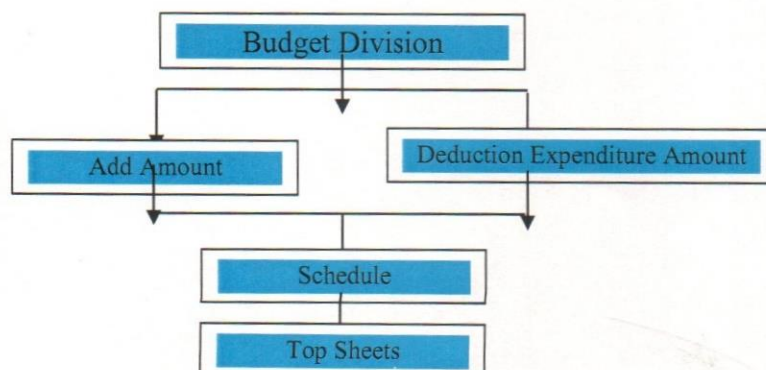
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Module Name	Feature & Functionality/Process
Income Schedule	➤ Schedule 1: (a) Demand (b) Meting (c) Budget Meting (d) DWASA Board Meting (e) Ministry (f) Final Allocation ➤ Schedule 2: (a) Demand (b) Meting (c) Budget Meting (d) DWASA Board Meting (e) Ministry (f) Final Allocation ➤ Schedule 3: (a) Demand (b) Meting (c) Budget Meting (d) DWASA Board Meting (e) Ministry (f) Final Allocation ➤ Schedule 4: (a) Demand (b) Meting (c) Budget Meting (d) DWASA Board Meting (e) Ministry (f) Final Allocation ➤ Schedule 5: (a) Demand (b) Meting (c) Budget Meting (d) DWASA Board Meting (e) Ministry (f) Final Allocation ➤ Schedule 6: (a) Demand (b) Meting (c) Budget Meting (d) DWASA Board Meting (e) Ministry (f) Final Allocation ➤ Schedule 7: (a) Demand (b) Meting (c) Budget Meting (d) DWASA Board Meting (e) Ministry (f) Final Allocation



Module Name	Feature & Functionality/Process
Budget Adjustment	➤ Budget Division: (a) Observation Budget Income & Expenditure (b) Add Income Amount (c) Deduction Expenditure Amount (d) Automatic add or deduction amount hit to schedule & top sheets reports (e) Download PDF, Excel Budget Adjustment Report

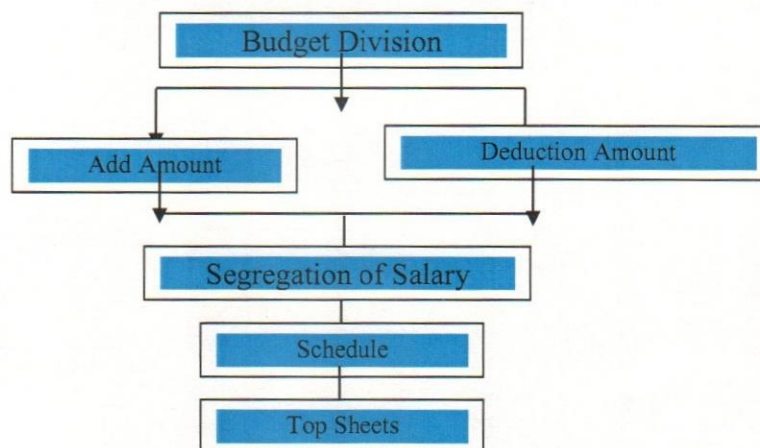


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Module Name	Feature & Functionality/Process
Segregation of Salary and Allowance	➤ Budget Division: (1) Segregation of Salary (a) basic pay (b) Allowance (2) Automatic Segregation of Salary hit to schedule reports (3) Download PDF, Excel Budget Segregation of Salary and Allowance Report

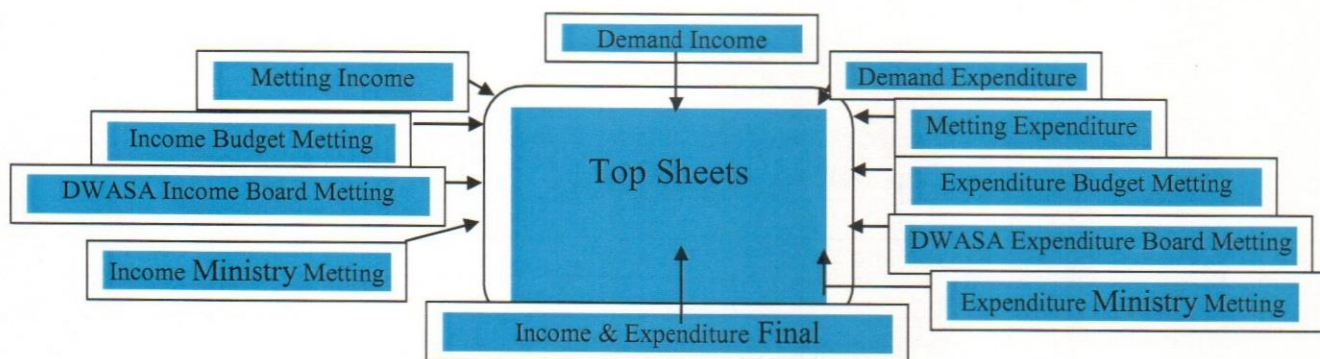


Module Name	Feature & Functionality/Process
Income and Expenditure Top Sheets	➤ Top Sheets: (a) Demand (b) Metting (c) Budget Metting (d) DWASA Board Metting (e) Ministry (f) Final Allocation

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4. PROPOSAL EVALUATION COMMITTEE (PEC-2)

From a circulated reference no. 46.113.212.00.00.003.2011/353; Date-12/10/2023, PEC-2 was formed. PEC-2 has been selected from concern authority to evaluate the proposal. Thus, the service “New Module & Feature of Budget Management System Software for Dhaka WASA” will be evaluated by the following PEC-2:

01	Senior System Analyst, Office of the Commercial Manager, Dhaka WASA.	Chairperson
02	System Analyst, MIS & Billing Department, Dhaka WASA	Member-Secretary
03	Executive Engineer, P & D (Sewer), Dhaka WASA	Member

5. THE SELECTION PROCESS

The relevant file and documents were reviewed and studied by the PEC-2. It was found that the firm selection method was approved by the competent authority as Single Source Selection (SSS) and Coder De Dhaka Ltd. firm was chosen with a justification to rendering the necessary services. Later on, a Request for Proposal (RFP) was sent to Coder De Dhaka Ltd. firm by the Senior System Analyst, MIS & Billing Department of Dhaka WASA, Ref no. 46.05.0000.223.32.009.24/150(1); Dated: 07/05/2024 in order to submit the proposal following Single Source Selection Method (SSS) as per PPR-2008 guidelines. The deadline for submission of proposal was June 09, 2024.

6. ACTIVITIES OF PEC-2

The PEC-2 met in 02 (Two) meetings to evaluate the technical proposals submitted by Coder De Dhaka Ltd firm. Evaluation was carried out following the evaluation criteria/Sub-criteria given at section 2: Proposal Data Sheet (PDS) and by considering, the requirements sought after at section 6: Terms of Reference (ToR). The evaluation are as follows:

Criteria, sub-criteria	Points	Coder De Dhaka Ltd
(i) Specific experience of the Consultant relevant to the assignment.	10	8.0
(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference		
(a) Technical approach and methodology	20	16
(b) Work plan	5	3.5
(c) Organization and Staffing	15	13.5
Total points for criterion (ii):	40	33
(iii) Professional staff qualifications and competence for the assignment		
a) Project Manager	10	8.0
b) Senior Software Engineer	7	6.5
c) Business Analyst	6	5
d) Database Administrator	6	5.5
e) Software Engineer	5	5
f) Software Testing Engineer	3	2.5
g) Support Engineer	3	2.5
Total points for criterion (iii):	40	35
(iv) Suitability of the transfer of knowledge (training programme)		
a) End User Training & Technical Training	4	3.0
b) Training approach & methodology	6	5.5
Total points for criterion (iv):	10	8.5
TOTAL POINTS	100	84.5

7. HIGHLIGHTS OF THE STRENGTHS AND WEAKNESSES OF PROPOSAL

The PEC-2 has assessed the competency of the firm on the data and information available in the technical proposal submitted by Coder De Dhaka Ltd. The highlights on the technical proposal are as follows:

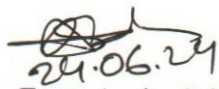
- Experience of the firm in the specific field is reasonable.
- Technical approach & Methodologies, work plan and organizational staffing are good to achieve the objectives of the assignments.
- Over all competencies of the key staffs in the relevant field are good as requested in the ToR.
- The presentation is good and comprehensive.
- The qualification and experience of profession staff are found satisfactory.

8. The point on technical proposal secured by the firm is shown in the table below

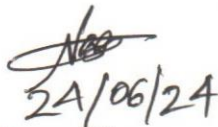
Sl. No.	Name of Firm	Point (Out of 100)
1.	Coder De Dhaka Ltd	84.5

9. Recommendation of PEC-2:

The PEC-2 has assessed the competencies of the firm on the data and information available in the technical proposal and reviewed the requirements of the employer in various field i.e. Request for Proposal (RFP). It is found by the PEC-2 that the firm has secured the qualifying point i.e. above 70. Hence PEC has recommended to its satisfaction that the firm '**Coder De Dhaka Ltd**' as technically qualified. The firm '**Coder De Dhaka Ltd**' has secured **84.5 points out of 100**.



Engr. Arpita Saha
System Analyst
MIS & Billing Department
Dhaka WASA
Member-Secretary of PEC-2



Nazma Khatun
Executive Engineer
P & D (Sewer)
Dhaka WASA
Member of PEC-2



Md. Elias Uddin Mahmud
Senior System Analyst
Office of the Commercial Manager
Dhaka WASA
Chairperson of PEC-2

Financial Evaluation Report

1. Introduction

In the technical evaluation, PEC-2 found that the Firm “**Coder De Dhaka Ltd**” is technically qualified. Then PEC-2 opened the financial proposal submitted by the firm as the service is approved as Single Source Selection (SSS) method and the firm is technically qualified.

2. Evaluation Process:

After recommendation from RFP evaluation committee, PEC-2 has opened the financial proposal. PEC-2 has made a negotiation meeting on **13th June, 2024** along with the presence of an authorized representative of Coder De Dhaka Ltd.

During the negotiation meeting, all scopes of the proposal has been discussed with the Coder De Dhaka Ltd. PEC-2 has tried to negotiate with Coder De Dhaka Ltd with their proposal and total scope of the service. Initially the quoted price was 4,50,000/- TK (Four lakh Fifty thousand Taka). After negotiation, this price stands as **4,40,000/- TK (Four Lakh Forty Thousand Taka)** which is **2.22%** less than the proposed price.

After that the evaluation committee checked the consistency of the financial proposal with the technical proposal and found consistent.

3. Observation of PEC-2:

After analyzing all the documents, PEC-2 have found that the firm “**Coder De Dhaka Ltd**” has been selected following the Single Source Selection (SSS) method which has already been approved by the HOPE. The committee has negotiated with the firm. So, PEC-2 thinks that no further negotiation is required for this service and the firm “**Coder De Dhaka Ltd**” is financially qualified for the service.

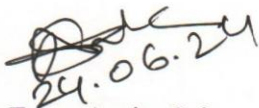
4. Financial Evaluation Summary

Firm's Name	Proposal Price (BDT)	Negotiated Price (BDT)	Percent Less	Comment
Coder De Dhaka Ltd	4,50,000/-	4,40,000/-	2.22%	Financially qualified for the service.

Award Recommendations:

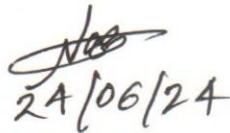
As it is a Single Source Selection (SSS) method, technically and financially qualified firm will be awarded for the service.

Hence the award goes to the firm: **Coder De Dhaka Ltd**
House No. 45/A, Dilu Road,
New Eskaton, Dhaka 1217.



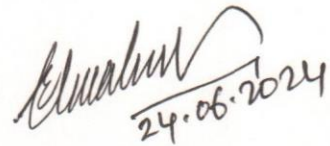
24.06.24

Engr. Arpita Saha
System Analyst
MIS & Billing Department
Dhaka WASA
Member-Secretary of PEC-2



24/06/24

Nazma Khatun
Executive Engineer
P & D (Sewer)
Dhaka WASA
Member of PEC-2



24.06.2024

Md. Elias Uddin Mahmud
Senior System Analyst
Office of the Commercial Manager
Dhaka WASA
Chairperson of PEC-2

