



TERTIARY AND VOCATIONAL EDUCATION COMMISSION OF SRI LANKA

**BIDDING DOCUMENT
[NATIONAL LIMITED BIDDING]**

**Invitation of Quotation
For
Development of NVQ Level 5 & 6 Online Question Bank**

Contract No: TVEC/E2/P/26/03

**Tertiary and Vocational Education Commission of Sri Lanka
3th Floor
“Nipunatha Piyasa”
354/2 , Elvitgala Mawatha
Narahenpita
Colombo 05
Tel: 011 – 7608000**

The Chairman, Procurement Committee, on behalf of the Director General, Tertiary and Vocational Education Commission of Sri Lanka, invites sealed bids from eligible bidders for **Supply of following item.**

| Srl. No. | Item | Qty |
|----------|---|-----|
| 01 | Development of NVQ Level 5 & 6 Online Question Bank | 01 |

A complete set of Bidding Documents in English is attached herewith. Please submit your quotation to reach **on or before 10.00 am. 04th of April 2025** by registered post to the Director General, Tertiary and Vocational Education Commission of Sri Lanka or can be deposited in the tender box kept at the procurement unit on the 3rd floor of TVEC. **“Supply of Development of NVQ Level 5 & 6 Online Question Bank”** should be stated on the top left corner of the envelope. Quotations will be opened soon after the closing of bids. Bidders or their representatives can participate to the bid opening.

Chairman
Procurement Committee
Tertiary and Vocational Education Commission
3rd Floor
“Nipunatha Piyasa”
354/2 , Elvitigala Mawatha
Narahenpita
Colombo –05.
Tel : 011 -7608000



Ravindra Samaraweera
Director (Admin) Actg.

Section I. Instructions to Vendors (ITV)

| A: General | |
|--|---|
| 1. Scope of Bid | 1.1. The Purchaser named in the Data Sheet invites you to submit a quotation for the supply of Goods (software) as specified in Section III Schedule of Requirements. Upon receipt of this invitation you are requested to acknowledge the receipt of this invitation and your intention to submit a quotation. The Purchaser may not consider you for inviting quotations in the future, if you failed to acknowledge the receipt of this invitation or not submitting a quotation after expressing the intention as above |
| B: Contents of Documents | |
| 2. Contents of Documents | 2.1 The documents consist of the Sections indicated below. <ul style="list-style-type: none"> • Section I. Instructions to Vendors (ITV) • Section II. Data Sheet • Section III. Schedule of Requirements • Section IV. Technical Specifications & Compliance with Specifications • Section V. Quotation submission Form(s) |
| C: Preparation of Quotation | |
| 3. Documents Comprising your Quotation | 3.1 The Quotation shall comprise the following <ol style="list-style-type: none"> (a) Quotation Submission Form and the Price Schedules; (b) Technical specifications & Compliance with specifications |
| 4. Quotation Submission Form and Price Schedules | 4.1 The vendor shall submit the Quotation Submission Form using the form furnished in Section V. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested. 4.2 Alternative offers shall not be considered. The vendors are advised not to quote different options for the same item but furnish the most competitive among the options available to the Bidder. |
| 5. Prices and Discounts | 5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedules. 5.2 The price to be quoted in the Quotation Submission Form shall be the total price of the Quotation, including any discounts offered. 5.3 The applicable VAT shall be indicated separately. 5.4 Prices quoted by the vendor shall be fixed during the vendor's performance of the Contract and not subject to variation on any |

| | |
|---|---|
| | Account. A Quotation submitted with an adjustable price shall be treated as non-responsive and may be rejected. |
| 6. Currency | 6.1 The vendors shall quote only in Sri Lanka Rupees. |
| 7. Documents to Establish the Conformity of the Goods | 7.1 The vendor shall furnish as part of its quotation the documentary evidence that the Goods conform to the technical specifications and standards specified in Section IV, "Technical Specifications & Compliance with Specifications". 7.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods, demonstrating substantial responsiveness of the Goods to the technical specifications, and if applicable, a statement of deviations and exceptions to the provisions of the Technical Specifications given. 7.3 If stated in the Data Sheet the vendor shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in Sri Lanka. |
| 8. Period of Validity of Quotation | 8.1 Quotations shall remain valid for the period of Fifty Seven (60) days after the quotation submission deadline date. |
| 9. Format and Signing of Quotation | 9.1 The quotation shall be typed or written in indelible ink and shall be signing by a person duly authorized to sign on behalf of the vendor. |
| D: Submission and Opening of Quotation | |
| 10. Submission of Quotation | 10.1 Vendors may submit their quotations by mail or by hand in sealed envelopes addressed to the Purchaser bear the specific identification of the contract number. 10.2 If the quotation is not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the quotation. |
| 11. Deadline for Submission of Quotation | 11.1 Quotation must be received by the Purchaser at the address set out in Section I, "Data Sheet", and no later than the date and time as specified in the Data Sheet. |
| 12. Late Quotation | 12.1 The Purchaser shall reject any quotation that arrives after the deadline for submission of quotations, in accordance with ITV Clause 11.1 above. |
| 13. Opening of Quotations | 13.1 The Purchaser shall conduct the opening of quotation in public at the address, date and time specified in the Data Sheet. 13.2 A representative of the bidders may be present and mark its attendance. |
| E: Evaluation and Comparison of Quotation | |
| 14. Clarifications | 14.1 To assist in the examination, evaluation and comparison of the |

| | |
|--|--|
| | <p>quotations, the Purchaser may, at its discretion, ask any vendor for a clarification of its quotation. Any clarification submitted by a vendor in respect to its quotation which is not in response to a request by the Purchaser shall not be considered.</p> <p>14.2 The Purchaser's request for clarification and the response shall be in writing.</p> |
| 15. Responsiveness of Quotations | <p>15.1 The Purchaser will determine the responsiveness of the quotation to the documents based on the contents of the quotation received.</p> <p>15.2 If a quotation is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.</p> |
| 16. Evaluation of quotation | <p>16.1 The Purchaser shall evaluate each quotation that has been determined, to be substantially responsive.</p> <p>16.2 To evaluate a quotation, the Purchaser may consider the following:</p> <ul style="list-style-type: none"> (a) the Price as quoted; (b) price adjustment for correction of arithmetical errors; (c) Price adjustment due to discounts offered. <p>16.3 The Purchaser's evaluation of a quotation may require the consideration of other factors, in addition to the Price quoted if Stated in Section I, Data Sheet. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods (Software).</p> |
| 17. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotations | <p>17.1 The Purchaser reserves the right to accept or reject any quotation, and to annul the process and reject all quotations at any time prior to acceptance, without thereby incurring any liability to bidders.</p> |
| F: Award of Contract | |
| 18. Acceptance of the Quotation | <p>18.1 The Purchaser will accept the quotation of the vendor whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the documents issued.</p> |
| 19. Notification of acceptance | <p>19.1 Prior to the expiration of the period of validity of quotation, the purchaser will notify the successful vendor, in writing, that its quotation has been accepted.</p> |
| 20. bid security | <p>20.1 Bidder should submit a bid security with the bid as stated in the section II data sheet.</p> |
| 21. Performance security | <p>21.1 Bidder should submit a performance security with the bid as stated in the section II data sheet</p> |

Section II: Data Sheet

| ITV Clause Reference | |
|----------------------|--|
| 1.1 | <p>The Purchaser is: Director General, Tertiary and Vocational Education Commission of Sri Lanka</p> <p>Address: 354/2, 3rd floor, Nipunatha Piyasa, Elvitigala Mawatha, Narahenpita, Colombo 05</p> |
| 5.1 | <p>If the bidder is allowed to quote for less than the all the items specified, indicate The details. Bidders can quote for any no. of Items or all Items of the package.</p> |
| 7.3 | <p>Manufacture’s Authorization – is required (If applicable)</p> |
| 11.1 | <p>Address for submission of Quotations is The Chairman, Procurement Committee, Tertiary and Vocational Education Commission of Sri Lanka, 354/2, 3rd floor, Nipunatha Piyasa, Elvitigala Mawatha, Narahenpita, Colombo 05</p> <p>Deadline for submission of quotations is – On or Before 10.00 am. 4th of April 2025</p> |
| 13 | <p>The quotations shall be opened at the following address: Tertiary and vocational Education Commission of Sri Lanka, 03rd Floor, Conference Hall, 354/2, Nipunatha Piyasa, Elvitigala Mawatha, Narahenpita, Colombo 05</p> <p>Date – 04th of April 2025 Time – 10.00 a.m.</p> |
| 16 | <p>Other factors that will be considered for evaluation are:</p> <ul style="list-style-type: none"> (a) If TEC necessary, bidder should be able to provide the catalog of software (b) Bid Submission Form (c) Past Experience with the list of buyers of same type software (d) Section III – Schedule of Requirements (e) Section IV – Technical Specification & Compliance <p>You must be complete the above information & incomplete bidding documents will be rejected.</p> |
| 20 | <p>Bid security is required: Bidder should submit a bid security within the range of 1.5% to 2% of quoted price by a bank guarantee issued by a commercial bank registered in Sri Lanka, issued in favor of the Director General, Tertiary and Vocational Education Commission of Sri Lanka. Bid security should be valid at least 90 days from Bid opening date.</p> |
| 21 | <p>Performance security is required: Success full Bidder should submit a performance security for 10% of contract price by a bank guarantee issued by a commercial bank registered in Sri Lanka, issued in favor of the Director General, Tertiary and Vocational Education Commission of Sri Lanka. Performance security should be valid for 180 days from the date of signing of contract.</p> |
| | |

Section III: Schedule of Requirements

| No | Description of Goods(Software) | Quantity | Unit | Final Destination | Transportation and any other services | Delivery Date |
|----|---|----------|-----------------|-------------------------------------|---------------------------------------|--|
| | | | | | | Last Delivery Date of completed software |
| 01 | Development of NVQ Level 5 & 6 Online Question Bank | 01 | Software | TVEC office,3rd Floor, Naarahenpita | Supplier should provide | On or before 20th of June 2025 |

Signature :

Name of the supplier:

Date :

Rubber Stamps :

Section IV: Technical Specification & Compliance (submit with your proposal)

| No of TOR | Specification | Minimum requirement | Bidder Response (Agree/Not Agree) | If comment/s on the offer | No on |
|------------|--|------------------------------|-----------------------------------|---------------------------|-------|
| | Development of NVQ Level 5 & 6 Online Question Bank | | | | |
| 1 | Introduction | Refer attached TOR (Annex 1) | ----- | | |
| 2 | Background | Refer attached TOR(Annex 1) | ----- | | |
| 3 | Service provider's Responsibility | Refer attached TOR(Annex 1) | | | |
| 3.1 | Objective of the Assignment | Refer attached TOR(Annex 1) | | | |
| 3.2 | Activities to be carried out | Refer attached TOR(Annex 1) | | | |
| 3.3 | Main features of the system (from "a" to "l") | Refer attached TOR(Annex 1) | | | |
| 3.4 | Other Features of the system(from "a" to "b") | Refer attached TOR(Annex 1) | | | |
| 3.5 | Knowledge transfer and Training | Refer attached TOR(Annex 1) | | | |
| 4 | Warranty and compulsory maintenance period | Refer attached TOR(Annex 1) | | | |
| 5 | Ownership | Refer attached TOR(Annex 1) | | | |
| 6 | Financial Proposal requirements | Refer attached TOR(Annex 1) | | | |
| 7 | Deliverables and Reporting Schedule | Refer attached TOR(Annex 1) | | | |
| 8 | Method of payments | Refer attached TOR(Annex 1) | | | |
| 9 | Method of submitting the proposal | Refer attached TOR(Annex 1) | | | |

| | | | | |
|-----------|--|--|--|--|
| 10 | Selection | Refer attached TOR(Annex 1) | | |
| 11 | General Conditions of the assignment | Refer attached TOR(Annex 1) Refer attached TOR(Annex 1) | | |
| 12 | Price (Rs.) without Tax | | | |

Signature :

Name of the supplier:

Date :

Rubber Stamps :

Price schedule

| No | Description of Goods | Qty | Unit | Unit price (Excluding VAT) | Sub Total (Excluding VAT) | VAT | Total price with VAT |
|--------------|---|-----|--------|----------------------------|---------------------------|-----|----------------------|
| 01 | Development of NVQ Level 5 & 6 Online Question Bank | 01 | System | | | | |
| Total | | | | | | | |

Total price in words :

.....

Signature :

Name of the supplier:

Date :

Rubber Stamps :

Section V Quotation Submission Form

[The Vendor shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions will be accepted.]

Date:

To:

Director General,
Tertiary and Vocational Education Commission of Sri Lanka
3rd Floor, Narahenpita,
Colombo 05

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the document issued;
- (b) We offer to supply in conformity with the documents issued and in accordance with the delivery schedules specified in the schedule of requirements the following goods;
- (c) The total price of our quotation including any discounts offered is:
- (d) Our quotation shall be valid for the period of time specified in ITV Sub-Clause 8.1, from the date fixed for the quotation submission deadline in accordance with ITV Sub-Clause 11.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (e) We understand that this quotation, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us.
- (f) We understand that you are not bound to accept the lowest evaluated quotation or any other quotation that you may receive.

Signed :
Name :
Date :

Rubber Stamp:

Bid Guarantee

[Note: the purchaser is required to fill the information marked as "*" and delete this note prior to selling of the bidding document]

[this Bank Guarantee form shall be filled in accordance with the instructions indicated in brackets]

----- [insert issuing agency's name, and address of issuing branch or office] -----

***Beneficiary:** Director General, Tertiary and Vocational Education Commission, Sri Lanka, 3rd Floor, "Nipunatha Piyasa", 354/2, Elvitigala Mawatha, Narahenpita, Colombo 05

Date: ----- [insert (by issuing agency) date]

BID GUARANTEE No.: ----- [insert (by issuing agency) number]

We have been informed that ----- [insert (by issuing agency) name of the Bidder; if a joint venture, list complete legal names of partners] (hereinafter called "the Bidder") has submitted to you its bid dated ----- [insert (by issuing agency) date] (hereinafter called "the Bid") for the supply of [insert name of Supplier] under Invitation for Bids No. ----- [insert IFB number] ("the IFB").

Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we ----- [insert name of issuing agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ----- [insert amount in figures] ----- [insert amount in words] upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) Has withdrawn its Bid during the period of bid validity specified; or
- (b) Does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB"); or
- (c) having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, otherwise it will remain in force up to ----- (insert date)

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date. _____

[Signature of authorized representative(s)]

Performance Security

[The issuing agency, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]

----- [Issuing Agency's Name, and Address of Issuing Branch or Office] -----

Beneficiary: [Name and Address of Employer]

Date: -----

PERFORMANCE GUARANTEE No.: -----

We have been informed that ----- [name of Supplier] (hereinafter called "the Supplier") has entered into Contract No. ----- [Reference number of the contract] dated----- -- with you, for the ----- Supply of ----- [name of contract and brief description] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Supplier, we ----- [name of Agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ----- [amount in figures] (- -----) [amount in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the Day of, 20.. [Insert date, 28 days beyond the scheduled completion date including the warranty period] and any demand for payment under it must be received by us at this office on or before that date

[Signatures]



Tertiary and Vocational Education Commission
Ministry of Education

TERMS OF REFERENCE (TOR)
DEVELOPMENT OF NVQ LEVEL 5 & 6 ONLINE
QUESTION BANK

June, 2024

Version 1.3

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h *S.* *[Signature]* *m*
R.V.S *[Signature]*

TERMS OF REFERENCE (TOR)

Development of NVQ Level 5 Online Question Bank

1.0 Introduction

The Tertiary and Vocational Education Commission (TVEC) was established in 1991 as the apex body in the Technical and Vocational Education and Training (TVET) sector under the provisions of the Tertiary and Vocational Education Act No 20 of 1990. Its primary responsibilities are policy formulation, planning, quality assurance, coordination and development of tertiary and vocational education in the country.

2.0 Background

As a regulatory body for the TVET sector of the country, TVEC plays a key role in maintaining the quality of assessments that lead to NVQ certification.

As one of the quality parameters of assessment, TVEC conducts module wise semester end examinations for the candidates who follow NVQ Level 05 and 06 training at the public and private sector institutions across the country and question papers and the model answers are developed with the use of expert panels based on the requests received manually from the institutes.

Considering the difficulties encountered by several parties including TVEC on handling the manual requests and developing question papers and model answers, it has been decided to develop a Question Bank Software as a best solution to cater the requirements relevant to ongoing and future semester examinations. to centralize the examination process and The future semester end examinations shall be conducted using the Question Bank Software as a centralized examination platform operated by TVEC.

Along with the development of the Question Bank Software, the question papers and model answers shall be received by the training institutions upon their request.

The establishment of software will therefore address the issue of having multiple semester end examinations for a unified NVQ certification.

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The software will also enable the training institutes to conduct their semester examinations and to issue the results based on their examination calendars.

3.0 Service Provider's responsibility

3.1 Objective of the Assignment

The specific objective of this assignment is to develop the NVQ level 5 & 6 online question bank system to facilitate;

- a) Develop question bank module and facilitate to generate NVQ level 5 & 6 question papers in module wise and NCS version based on a given blueprint.
- b) Link with NVQ information system and available to download NVQ level 5 & 6 question papers and model answers based on the request.

3.2 Activities to be carried out

The service provider shall observe the above-described objectives through-out the execution of the contract.

A detailed requirement study should be carried by the service provider to identify the requirements of the TVEC in developing the NVQ level 5 & 6 online question bank system.

3.3 Main features of the system

The service provider shall develop the online question bank system with following features, but not be limited to,

- a) Design and develop question bank model to facilitate question bank operations.
- b) The system should be facilitated to add questions and answers individually and bulk upload.
- c) Question and answers should be maintained based on the version of the modules.

- d) The system should be facilitated to Add, Update and Delete the questions, answers or other related information in the system, in terms of a level of authorization determined by the TVEC.
- e) Setting of Question Paper;
 - i. Question shall include 3-5 sub questions based on "Blooms taxonomy" and ultimately a question carries a total of 20 marks.
 - ii. At a time, a question paper shall be generated randomly consisting of a question with 05 compulsory questions (essay type) as one question paper from the question bank.
 - iii. Question paper should be available in PDF version on the request from NVQ system and could be downloadable through a login and approval.
 - iv. Model answer paper should be created based on the question paper and available in PDF version on the request from NVQ system.
 - v. Based on the Blueprint and request version, question should be selected randomly for the question paper.
- f) The system should support with an audit trail facility to trace the modifications to the database, exam related information and other information
- g) Log records should be maintained as appropriate and should be available when required
- h) System dashboard must be maintained to view performance, progress and current status.
- i) The system should be deployed with necessary security featured to maintain integrity, consistency and availability.
- j) The system should be able to generate relevant standard and customized reports to the admin users
- k) The system should have Role-Based Access Control (RBAC) to authorize system resources allocation to users based on roles
- l) The system should be developed using the user-friendly navigation methods

3.4 Other features of the system

- a) System should be linked with the existing NVQ system and examination paper should be available for NVQ system to download.

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- b) Open source software are preferred. If any proprietary and/or patented software either developed by the Service Provider or another party is being used, details of the same shall be specified in the technical proposal. The Service Provider shall undertake the full responsibility of purchasing, licensing and upgrading such software during the NVQ Level 5 & 6 question bank system development and within warranty periods. All costs pertaining to such software shall be included in the Financial proposal

3.5 Knowledge transfer and Training

After completing the system update, it requires providing training to the power users, end users and administrators designated by the TVEC, about the usage, management and administration of the system. This is to provide an understanding of the system, its database and infrastructure configurations of the system, and shall be in the form of a training session.

4.0 Warranty and Compulsory maintenance period

The Service provider should provide minimum of **three** years of warranty and compulsory maintenance period after the operational acceptance sign-off, as a part of the service contract.

During this period, the Service provider is responsible for the following technical support, at its own and sole expense;

- i. Testing and deploying updates and patches, fix all errors and deficiencies, and make post-deployment changes to the system based on feedback from user experience and service warranty according to the agreed period of time.
- ii. Handle and solve troubles and incidents related to the usage of system
- iii. Updating technical documentation for maintenance

5.0 Ownership

Service provider shall transfer the ownership of the Online NVQ Level 5 question bank system to TVEC, upon the operational acceptance sign-off. This includes custom-developed software products, components, databases, backups, all source codes, relevant documents (User manual, Database Diagram, etc.), and other third-party software which are necessary to operate the Online NVQ level 5 & 6 question bank System

6.0 Financial Proposal Requirements

All vendors applying for this assignment are required to include a item wise detailed financial proposal together with the technical proposal in separate envelopes.

7.0 Deliverables and Reporting Schedule

Duration of the assignment (Development Of NVQ Level 5 & 6 Online Question Bank) shall be 16 weeks, to be followed by 3 year warranty period.

| No | Activity | Deliverable | Delivery Date - contract |
|----|--|--|------------------------------|
| 1. | Requirement study | <ul style="list-style-type: none">Inception report (including scope and work plan, in line with the Section 3 above) | Contract date + Week 1 |
| 2. | Detail requirements study | <ul style="list-style-type: none">Requirement specificationDetailed technical design | Contract date + Week 3 |
| 3. | Design Validation | <ul style="list-style-type: none">Application ArchitectureData ArchitectureSystem data security | Contract date + Week 6 |
| | | <ul style="list-style-type: none">Prototype | Contract date + Week 9 |
| 5. | Software development and User Acceptance Testing | <ul style="list-style-type: none">UAT report | Contract date + Week 12 |
| 6. | Finalization | <ul style="list-style-type: none">Completed system (software installation & deployment) | Contract date + Week 15 |
| 7. | knowledge transfer and training | <ul style="list-style-type: none">User training | Contract date + Week 16 |
| 9 | System maintenance | <ul style="list-style-type: none">Maintenance Agreement | 3 Years from system handover |

8.0 Method of payment

The payment shall be made in 3 installments for a software successfully developed to the satisfaction of the TEC (Technical Evaluation Committee) appointed by TVEC.

The first installment (20% of the total budget) will be released at the beginning of the assignment after submitting performance bond and the successive installments (second installment – 40% of the total budget & third installment – 40% of the total budget) will be released upon the submission of interim progress report and the Question Bank Software at the mid and end of the assignment respectively. Delay more than one month will deduct 5% of the bid value for each month.

9.0 Methods of submitting the proposal

The interested venders should submit the proposal using two envelope method as follows;

- a. Technical proposal (About 05 pages in a standard format)
- b. Financial proposal (Item wise detailed proposal)

9.1 Format for Application

- a) Details about vender including the legal and registration status
- b) Previous work experience in the development of question bank software or similar work experience
- c) Knowledge on developing software including question bank
- d) Expertise in developing software
- e) Experience in similar works/ studies

10.0 Selection

Selection will be based on competitive basis subsequently to a Technical Evaluation (TE) of the proposal. The capability of the vender and the feasibility of financial proposal submitted along with the proposal will be evaluated by the TEC. Only the eligible venders will be informed for further discussions and be asked for additional information. Based on the TEC decision, the most eligible vender will be selected and assigned with the task.

11.0 General conditions of the assignment

The developer who would undertake the assignment has to complete the assignment on or before the agreed date according to the structure specified herein to the satisfaction of the TEC appointed by the TVEC.

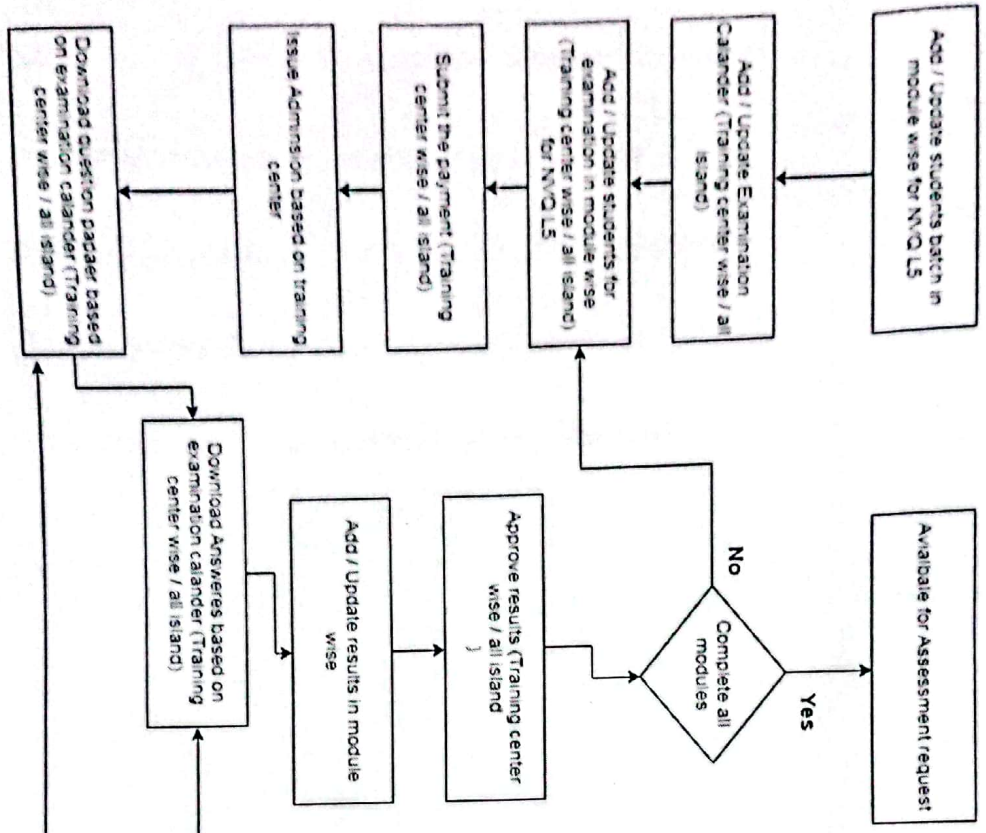
TVEC will undertake a progress review meetings to monitor the work in progress in the mid of the assignment and hence the developer shall take part the meeting convened by the TEC. The developer shall submit an interim report at agreed point of time until the final software is submitted to the satisfaction of the TEC.

On completion of the final software, a validation of same will be held with the participation of validation committee members in order to get the recommendation. The developer will have to make a presentation to the validation committee and make changes if any to the software based on the recommendations of validation committee members.

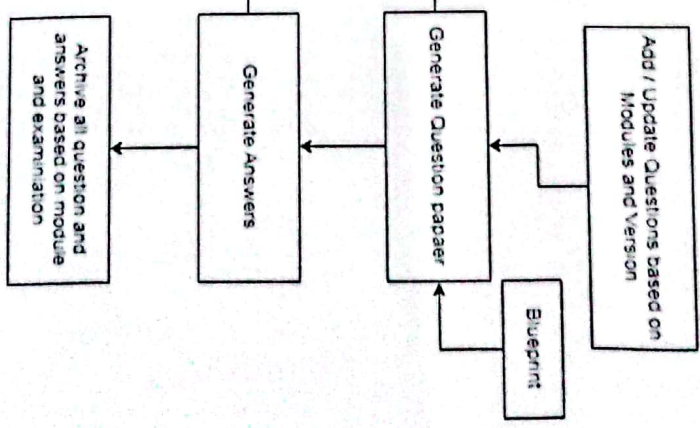
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12.0 System Flow

Modification of Current NVQ System



NVQ LS Question Bank



Handwritten notes:
 RV
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TEC Committee