



Procurement Management Plan

Lane Line Detection

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1 Introduction

This Procurement Management Plan sets the procurement framework for Lane Line Detection. It will serve as a guide for managing the procurements throughout the life of the project and will be updated as acquisition needs change. This plan identifies and defines the items to be procured, the types of contracts to be used in support of this project, the contract approval process, and decision criteria. The importance of coordinating procurement activities, establishing firm contract deliverables, and metrics in measuring procurement activities is also included.

By using the procurement plan, it can help our company to have smooth and can achieve the objective without a hitch.

2 Procurement Management Approach

The Senior Project Director will provide oversight and management for all procurement activities under Lane Line Detection System. The Senior Project Director will work with the project team to identify all items to be procured for the successful completion of the project. The Senior Project Director will then review the procurement list with the Project Steering Committee (PSC) for approval. The process involves determining whether to acquire outside support and, if so what to acquire, how to acquire it, how much is needed, and when to acquire it.

3 Procurement Definition

The following procurement items and service have been determined to be needed for completion and success of Lane Line Detection System. The items and services that are selected will be listed into a table along with justification, category and when the item or service is needed. The table will be reviewed by PSC for submission to the CPO.

Item/Service	Justification	Category	Needed By
NOOBS	Needed for manufacturing for Raspberry Pi	Software	25/10/2020
Raspberry Pi 4	Needed to program the lane line detection AI function	Hardware	12/11/2020
Atlantic.Net Cloud	Needed for transferring data to new operating system; we do not make this item	Services	30/10/2020
Atlantic.Net Cloud	Hosting will be included or outsourced	Hosting	30/10/2020
C A Car Services Sdn Bhd (Malaysia)	Car Automotive Service for long term maintenance	Car Maintenance	10/2/2021
QASource Company	Scouting testers for API and Automation from external source	Independent Verification and Validation	5/1/2021
Pro Resources Company	Resources needed to staff project team	IT Pro Resources	20/12/2020

Table 1 Procurement items

In addition to the above list of procurement items, the following individuals are authorized people who will be able to approve purchases for the project team:

<u>Name</u>	<u>Role</u>
Muhammad Ali	Senior Project Director
Alex Wang	Lead Engineer
Nurul Ashikin	Design Technician

4 Contract type

All items and services to be procured for Lane Line Detection will be solicited under firm-fixed price contracts and cost plus contract. The project team will work with the Agency Fiscal Office and Procurement staff to define the item types, quantities, services and required delivery dates. The Request for Proposal (RFP) Coordinator will then solicit bids from various vendors in order to procure the items within the required time frame and at a reasonable cost under the firm fixed price contract once the vendor is selected. Besides, cost plus contracts shall provide some pre-negotiated details on the overhead and benefit component (some proportion of the material and job costs) of the contractor.

5 Procurement Approval Process

The Senior Project Director along with Agency staff will meet with the CPO office to determine the type of procurement model that best meets the needs of the project. If necessary, a Request for Information (RFI) may be released as a first procurement step to gather information. Based on the Vendor responses to the RFI, the CPO office and the Agency will determine the procurement process that must be followed, such as non-competitive contract request, competitive negotiation, alternative procurement, RFP cost only or RFP. Our projects are using The Continuous Strategic Supplier Evaluation Cycle as our procurement model. This model can solve business problems and improve speed to market.

The Continuous Strategic Supplier Evaluation Cycle

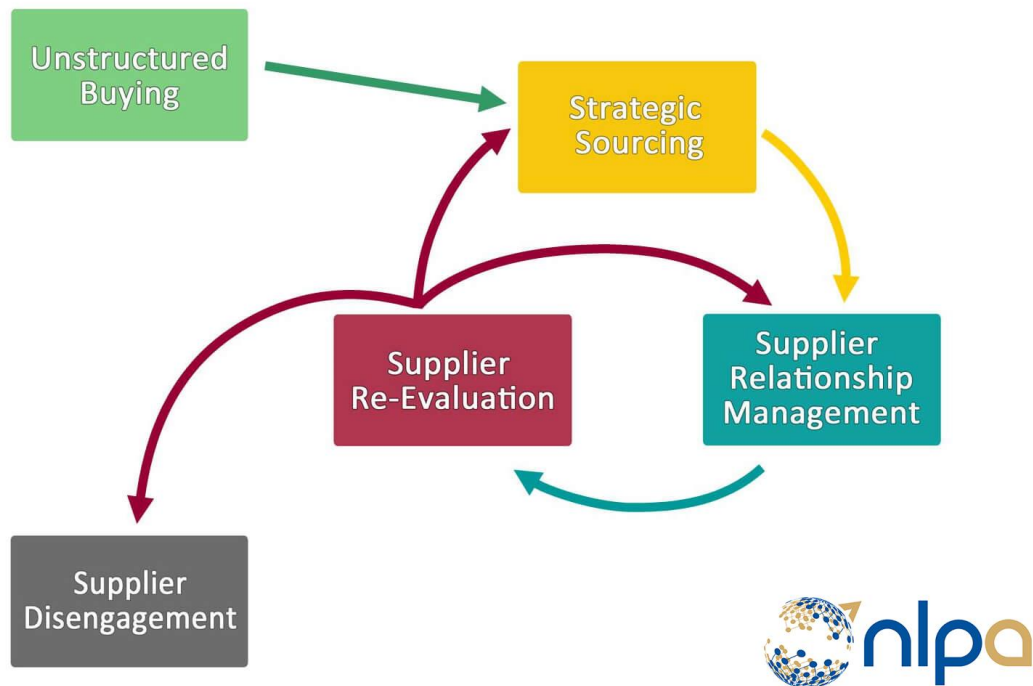


Figure 5.1: The Continuous Strategic Supplier Evaluation Cycle

The procurement documents must be submitted for OIR endorsement for all technology projects, the Department of Human Resources must approve training for State employees, and the CPO and Comptroller offices must provide the final approval.

6 Decision Criteria

The criteria for the selection and award of procurement contracts under this project will be based on the following decision criteria:

- Comparison of outsourced cost versus in local sourcing
- Mandatory Requirements
- Vendor financial documentation
- General Qualifications & Experience (vendor and proposed staff)
- Previous performance evaluation by Technical Qualifications
- Quality
- Ability of the vendor to provide all items by the required delivery date
- Software Demonstration and/or Oral Presentation
- Cost

These criteria will be measured by the Agency Evaluators, Agency RFP Coordinator, and Subject Matter Experts (SME), and the Senior Project Director. The final decision will be made based on these criteria as well as available resources.

7 Vendor Management

The Project Director is ultimately responsible for managing vendors. In order to ensure the timely delivery and high quality of products from vendors, the Project Director or his/her designee will meet weekly with the purchasing and contracts department along with each vendor to discuss the progress for each procured item. The purpose of these meetings is to review all documented specifications for each product as well as to review the quality test findings. This forum will provide an opportunity to review each item's development or the service provided in order to ensure it complies with the requirements established in the project specifications. It also serves as an opportunity to ask questions or modify contracts or requirements ahead of time in order to prevent delays in delivery and schedule. The Project Director will take full responsibility for the project until he makes sure that the project is running as planned, and scheduling meetings on a weekly basis until he verifies that all the elements are going as required and are correct and acceptable until the project is delivered as required.

Appendix