**Title:** Project Manager and Transition Specialist

**Scope of work**

* Detailed System Study for each department operation team
* Prepare As is Process document
* Gap Analysis & Identify area for process automation
* Data collection
* RFP writing

**Compensation**

The total consultant fee of INR 450,000 subject to deduction of TDS as per Income Tax Act Rates will be paid to the consultant. The payment will be released only on the completion of following deliverables and Invoices to be raised by the end of the months and shall be paid out in 30-business days.

**Deliverables**

|  |  |
| --- | --- |
| **Deliverables** | **Payment %** |
| As is mapping of the IT applications. | 35% |
| Fit Gap analysis report |
| Transition and change management plan based on the requirements as per the national and international benchmarks | 35% |
| Creation of RFPs for tendering and proof of concept purpose | 30% |

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement shall continue in full force and is effect from **November 04, 2022** to **February 04, 2023.**