

**SoW (Statement of Work)**

**Document**

**DEVELOPMENT OF PAYMENT VERIFCATION INTERFACE FOR**

**BISP**

**For BISO**

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# Tasks

## 1.1 Assessment of payment generation by MIS

The consulting firm will assess the payment generation cycle by MIS wing to determine the flow of data from various tables and procedures run for payments as per approved criteria.

## 1.2 Designing and development of the Application-Payment Verification Interface (PVI)

The consultant will develop the application at BISP Headquarter to make sure it works properly in accordance with technical specification mentioned in relevant section. The consultant will use the environment of data which the MIS wing will provide. The application will be tested and debugged on staging server before being deployed on the production server. The consultant will assess the requirements and develop the application that meets requirements of F&A wing. The consultant will work closely with the F&A wing to determine information to be stored, security arrangements; establish audit trails, reporting requirements etc. The consultant will test and validate the software, install the software on the BISP network and train staff in using the application.

## 1.3 Installing and training of the application.

The consultant will install the application in intra net at least three client PCs. The consultant will train staff in using the software. The consultant will be responsible for preparing training materials and conducting the training.

# Deliverable & Technical specification

## 2.1 Technical Specification

* BISP systems are based on Oracle & MySQL dataset, therefore consultant firm should develop proposed PVI which should be compatible with Oracle & MySQL database.
* Front end of application would be developed in .Net C# language.

## 2.2 Deliverables:

* Preliminary Report - The Information Technology Firm is required to submit a preliminary report with details of the proposed work plan to be presented to BISP (One Week).
* Technical design document and installation guide along with source code of PVI should be provided to BISP (Five Weeks).
* The consultant will install the application in intra net at least three client PCs. The consultant will train staff in using the software. The consultant will be responsible for preparing training materials and conducting the training. Creation of user rights and security checks will be given to F&A wing (One Week).
* User manual (One Week).

# Work Schedule and Deliverables

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **N** | **Deliverables** | **2 Months** | | | | | | | | | |
|  |  | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 | Week 6 | Week 7 | Week 8 | |
| D-1 | Kick-Off Meeting |  |  |  |  |  |  |  |  | |
|  | **Requirement Gathering and Finalization of SoW** |  |  |  |  |  |  |  |  | |
| D-2 | Assessment of Payment Generation by MIS |  |  |  |  |  |  |  |  | |
|  | Review Changes as per the SoW |  |  |  |  |  |  |  |  | |
| D-3 | **Inception / Preliminary Report** |  |  |  |  |  |  |  |  | |
|  | Report Changes after review from Client |  |  |  |  |  |  |  |  | |
| D-4 | **Development of PVI** |  |  | | |  |  |  |  | |
| D-4 | Technical Design Document and Installation of PVI |  |  | | | |  |  |  | |
| D-5 | Creation of User Rights and Security Checks |  | | | | | |  | |  | |
| D-6 | **Development of Training Material and Imparting Trainings** |  | | | | | | | |  | |
| D-7 | **Development of User Manual** |  | | | | | | | | | |

# 4. Sign-Off

|  |  |  |  |
| --- | --- | --- | --- |
|  | Customer Project Manager |  | Metis Project Manager |
| Name |  | Name | Shehryar Sabir |
| Title |  | Title | Senior Project Manager |
| Date |  | Date |  |
| Signature |  | Signature |  |