Project Features

1 Development of Digital Asset, Fleet and Mobility Platform

Client seeks to implement a customized local Digital Mobility, Fleet and Asset Managements platform to improve institutional efficiency and effectiveness (with fleer and asset management), improve mobility related revenue collection and enable different movement of people and and goods within a city.

The project will go thru System Development, User Acceptance Testing, Final INtegration Performance Testing, Data Migration phases.

2 Support and Maintenance

The system shall be kept under warranty for 6 months. There after there shall be a maintenance period of two years with regular support, maintnenace and regular updates shall be carried out

3 Intellectual Property

All information related to the platform shall be property of client. Freelancer/agency must provide all source code and documentation to client upon successful launch and expiry of six months' warranty period. Client prefers use of opensource technologies to avoid any licensing cost.

4 System Security

freelancer shall ensure that the Digital Platform is secured through layers of security system. The software security system should enable the smooth operation of the system without hacking or other security loopholes. The system should have an integral security system. The security features should include;

1. Coding level Security

2. Access Level Security

3. Database Level Security: access to database and their roles, read/write permission, access to database, session monitoring, etc. Network Level Security; Access of system inside/outside client, IP and port filtering etc

5 Methodology

Freelancer shall follow one of the agile methodologies of software development. The rapid module development is expected to create iterations with the users and continuous feedback to enable fast delivery

6 Training and knowledge transfer

Submission of technical, user and operational training manual and materials with a training plan for the successful design, development and operation of the system. Training plan for the client staff and select groups of the public. Training shall be planned separately

7 Mobile App

The platform must have a mobile application that is web-based using JSP, javascript, JQuery and HTML in order to make it compatible with any platform. The web-app should be able to link with existing Client systems for purposes of data exchange

8 System Integration

It is the policy of the client that any systems and applications developed should as much as possible integrate with existing systems of the client. This is for easy use of related online services for paying of taxes and efficient in performance management and revenue collection and accounting.

Developed system should have necessary API that is enabled to integrate with existing client systems and third-party applications

The freelancer will also need to offer a service for support and queries after delivery

9 Project Business model

The modules will enable third part revenue collection such as tax bodies as well as fines from the police, etc.

10 Technical Specifications of the Digital Asset, Fleet and Mobility Platform

The proposed platform is expected to have the following components;

1. Asset Management System

2. Fleet Management System

3. Digital Mobility Module

The Specifications of these modules are as below

10.1 Asset Management System

Asset Management should allow automation of the following processes

1. Asset Registration

2. Asset Assignment

3. Asset Transfer Registration

4. Asset Relocation Registration

5. Asset Depreciation

6. Asset Verification

7. Asset Decommissioning

8. Asset Disposal

9. MIS Reports and Dashboard

10.2 Fleet Management System

Should allow automation of the following processes;

1. vehicle registration and allocation/assignment

2. Vehicle Booking and scheduling

3. Fuel Management

4. Management of Vehicle Maintenance

5. Vehicle Movement Tracking

6. Mangement of accidents and insurance

7. Billing and Invoincing

8. Driver Management

9. MIS Report and Dashboard

10.3 Digital Mobility Module

This should have the following functionalities

1. Electronic Registration interface for all commercial road users including taxi cabs, vans, city buses, long distance buses, motorcycle taxis and goods vehicles

2. Registration of all digital service providers operating within the city including registration of subscribers to the various solutions
3. One stop centre that integrates all digital transport solutions for citizens of the city to get access to efficient safe and quick public transport
4. Monitor and track the operations of the digital mobility service providers including their routes and stages
5. Define a revenue collection/sharing model between the service providers and the client.
6. Integrate Operator Identification Numbers of city transport sector
7. Provide dashboard for client to enable full visibility of the digital transport space in the city

11 Tasks to be done

i. Review Relevant Legislations and Gather Data on above modules of the system by the client
ii. Conduct requirements analysis and present the appropriate proposal on the digital mobility, fleet and asset platform
iii. Document the mobility, fleet and asset management processes
iv. Design the architecture, layout and detailed features of the solution
v. Develop the digital mobility, fleet and asset platform as well as mobile application
vi. Integrate the components of the solution with other systems and third party tools
vii. Conduct Unit, Integration, Validation, User and Performance Tests on the Developed System.
viii. Pilot and Test the System
ix. Deploy the System
x. Develop and Operations Manual and User Manual step by step guide of the system
xi. Conduct User Training
xii. Provide Maintenance Support for the system

12 Deliverables

a) Inception Report composed of;

    a. Project Implementation Plan

    b. Project Work Breakdown Structure (WBS)

    c. Project Activity Schedule

    d. Methodology/ Approach

    e. Quality assurance plan

    f. Risk Management Plan

    g. Change Management Plan

    h. Capacity Building Management Plan

b) Original Software Design and System/Program to run at client side

c) Document of the Software program in hard copies and the of electronic version

d) Document of technical Design, operational and training manuals, as mentioned in the Scope of Activities

e) Technical design of the software system, operational and training manuals in the documented form

f) System Requirement Specification (SRS): A complete report of standard SRS including database architecture and system design

g) The source code and exclusive right of use by client

h) Copyright necessary to use the software and any developed by other third parties, if any

i) Conduction of Trainings and workshops, seminars and consultative meetings and respective reports

j) Weekly Progress reports and Monthly reports

k) Project Completion Report (challenges, recommendations and lessons learned)

13 Timings

Indicative period will be three months for all module and submission of reports in accordance with timelines below;

Activity	Duration
Approved Inception Report	1 week
Needs assessment	2 weeks

Approved Draft System Design (SRS) Report	3 weeks
Hardware and Software Installation, Testing and Acceptance and going live report	6 weeks
Final Technical System Design, Operation and training Report	8 weeks
Periodic Reports	Weekly and Monthly
Project Completion Report	3 Months

14 Governance Structure and Ownership

Al documents, materials and reports produced under this assignment in any form whatsoever will be the sole property of the client and the freelancer shall not use, replicate and reproduce the same in any manner without written consent from the client

15 Language

Official Language of assignment shall be English. All deliverables, reports and artifacts produced by freelancer in this project shall be made available to client in Enlish in suitable digital forms

16 Proposal Evaluation

For evaluation, the freelancer/ agency must submit the following

a) Technical Design of Proposal
Proposal for system deisng attributes and adequateness of system architecture in accordance with stated documents and framework. Quality of Supporting information provided to demonstrate achievement of standards within what is required. The freelancer shall specify the products they plan to deploy for evaluation

b) Adequacy and Suitability of the proposed implementation time plan, Project Implementation Plan with Work Plan, WBS, Change Management Plan, Monitoring and Evaluation, Risk and Quality Control