

Request for Proposal: test

REQUEST FOR PROPOSAL

PROJECT ID: PSB-PROC-2026-1-14-10

TITLE: Software/Application Development and Implementation

ISSUED BY: Information Technology Department

DATE: [Current Date]

1. EXECUTIVE SUMMARY

The Information Technology Department is seeking qualified vendors to provide software/application development and implementation services for Project PSB-PROC-2026-1-14-10. This medium priority initiative requires a comprehensive solution that aligns with our existing technical architecture while addressing specific functional requirements identified through our assessment process.

The project has been evaluated by our technical committee and deemed feasible with modifications. The selected vendor will be responsible for developing, implementing, and integrating a software solution that meets our organizational needs while maintaining compliance with all regulatory requirements.

The estimated budget for this project is \$2.0 million, with an expected completion timeline by the end of January. Vendors must demonstrate proven expertise in software development, system integration, and the ability to work within our existing technical environment.

2. INTRODUCTION AND BACKGROUND

Our organization requires a software/application solution to address current operational needs and enhance our technology infrastructure. This procurement has been initiated by Rohan from the Information Technology Department following a comprehensive business case analysis.

The functional assessment has indicated that our requirements need modification to align with available solutions in the market. Our technical committee has determined that the project is technically feasible with appropriate modifications and that any proposed solution must be compatible with our existing architecture.

A security assessment will be required for all proposed solutions, and vendors must be prepared to undergo thorough security reviews as part of the evaluation process. The integration complexity has been assessed as moderate, requiring custom integration capabilities.

3. SCOPE OF WORK

The selected vendor shall provide:

- Complete software/application development services as specified in the technical requirements
- System design and architecture that is compatible with existing infrastructure
- Custom integration solutions to ensure seamless connectivity with current systems
- Implementation and deployment services
- Testing and quality assurance throughout the development lifecycle
- Documentation including technical specifications, user manuals, and operational procedures
- Training for end users and technical staff
- Post-implementation support and maintenance services
- Security compliance measures and documentation
- Data migration services if applicable

The vendor must ensure that all deliverables meet the functional fit assessment requirements and address the identified need for modifications. The solution must undergo

the prescribed security review process and meet all compliance standards.

4. TECHNICAL REQUIREMENTS

All proposed solutions must meet the following technical specifications:

- Compatibility with existing organizational architecture as confirmed by our technical committee review
- Ability to undergo and pass required security assessments
- Support for custom integration with moderate complexity requirements
- Full compliance with RBI and other applicable regulatory standards
- Scalable architecture to accommodate future growth
- Robust security features including encryption, access controls, and audit trails
- Performance specifications that meet organizational standards
- Disaster recovery and business continuity capabilities
- Cross-platform compatibility where applicable
- API availability for future integrations

Vendors must provide detailed technical documentation demonstrating how their proposed solution meets these requirements. Any deviations from the technical specifications must be clearly identified and justified.

5. FUNCTIONAL REQUIREMENTS

The proposed solution must address the following functional requirements:

- Support for examination management processes including attendance tracking, promotion rule enforcement, and re-evaluation workflows
- Student information management with comprehensive record-keeping capabilities

- Automated policy enforcement for attendance requirements (75% minimum)
- Academic progression tracking and backlog management
- Examination scheduling and hall management
- ID card verification and student authentication
- Conduct monitoring and disciplinary action tracking
- Results management and publication
- Grace marks administration workflow
- Mobile device restriction enforcement capabilities
- Time-based access controls for examination periods

The solution must be flexible enough to accommodate the modifications identified in our functional fit assessment while maintaining core functionality requirements.

6. COMPLIANCE AND REGULATORY REQUIREMENTS

All proposed solutions must demonstrate full compliance with:

- Reserve Bank of India (RBI) regulations as applicable
- Information Technology Act and related amendments
- Data Protection and Privacy laws
- Educational regulatory requirements
- Industry security standards and best practices
- Organizational compliance policies and procedures
- Audit and documentation requirements
- International standards for software development and implementation

Vendors must provide compliance documentation and certifications as part of their proposal submission. Any solution that cannot demonstrate full compliance will be disqualified from consideration.

7. VENDOR QUALIFICATIONS

Qualified vendors must demonstrate:

- Minimum five years of experience in software/application development
- Proven track record of successful implementations in similar organizational environments
- Expertise in custom integration solutions
- Security clearance and experience with security-sensitive implementations
- Financial stability and capability to complete projects of this scope
- Professional certifications relevant to the proposed technology stack
- References from at least three similar projects completed within the last three years
- Dedicated project management capabilities
- Local support presence or capability
- Quality assurance and testing methodologies

Vendors must submit detailed company profiles, relevant experience documentation, and professional references as part of the qualification process.

8. EVALUATION CRITERIA

Proposals will be evaluated based on the following weighted criteria:

Technical Merit (30%):

- Alignment with technical requirements
- Architecture compatibility
- Security features and compliance
- Integration capabilities

Functional Capability (25%):

- Meeting functional requirements
- Flexibility for modifications
- User experience design
- Feature completeness

Vendor Qualifications (20%):

- Relevant experience
- Company stability
- Reference quality
- Team expertise

Cost Effectiveness (15%):

- Total cost of ownership
- Value proposition
- Budget alignment
- Pricing structure clarity

Implementation Approach (10%):

- Project methodology
- Timeline feasibility
- Risk management
- Change management approach

The evaluation will be conducted by a committee including representatives from the Information Technology Department, technical specialists, and business stakeholders.

9. TIMELINE AND MILESTONES

The project must be completed by the end of January with the following key milestones:

Proposal Submission Deadline: [Date - 3 weeks from RFP issuance]

Vendor Evaluation Period: [Date - 2 weeks]

Vendor Selection and Award: [Date - 1 week]

Contract Execution: [Date - 1 week]

Project Initiation: [Date]

Requirements Analysis and Design: [Date - 2 weeks]

Development Phase: [Date - 6 weeks]

Testing and Quality Assurance: [Date - 2 weeks]

Security Review and Compliance Verification: [Date - 1 week]

User Acceptance Testing: [Date - 1 week]

Deployment and Go-Live: [Date - 1 week]

Project Completion: End of January

Vendors must confirm their ability to meet this aggressive timeline and provide detailed project schedules as part of their proposal submission.

10. BUDGET AND PRICING STRUCTURE

The estimated budget for this project is \$2.0 million. Vendors must provide:

- Detailed cost breakdown including all components
- Licensing fees and ongoing costs
- Implementation and professional services costs
- Training and support costs
- Hardware requirements and costs (if applicable)
- Maintenance and support pricing for three years post-implementation

- Payment schedule aligned with project milestones
- Cost assumptions and exclusions
- Options for additional services or features

All pricing must be fixed for the duration of the project unless specifically noted as variable with clear justification and approval processes.

11. TERMS AND CONDITIONS

The following terms and conditions apply to this procurement:

- Contract period will be determined based on project requirements
- All intellectual property rights must be clearly defined
- Service level agreements must be specified for all ongoing services
- Liability and indemnification clauses will be included in the final contract
- Termination clauses and procedures must be defined
- Confidentiality and non-disclosure requirements apply
- Insurance requirements must be met by the selected vendor
- Dispute resolution procedures will be established
- Change management processes must be defined
- Compliance with organizational policies and procedures is mandatory

Detailed terms and conditions will be negotiated with the selected vendor prior to contract execution.

12. SUBMISSION REQUIREMENTS

Vendors must submit the following documents:

- Complete proposal addressing all RFP requirements
- Technical specifications and architecture documentation
- Functional capability demonstration materials
- Company qualifications and certifications
- Project team resumes and qualifications
- Detailed project timeline and methodology
- Comprehensive pricing structure
- References and case studies
- Compliance documentation and certifications
- Sample contracts or terms of service
- Risk assessment and mitigation strategies

Proposals must be submitted in both electronic and hard copy formats by the specified deadline. Late submissions will not be accepted under any circumstances.

13. CONTACT INFORMATION

Primary Contact:

Information Technology Department

Project ID: PSB-PROC-2026-1-14-10

[Organization Name]

[Address]

[Phone Number]

[Email Address]

Project Coordinator: Rohan

[Phone Number]

[Email Address]

All inquiries and clarifications must be submitted in writing to the primary contact. A pre-proposal conference may be scheduled if sufficient interest is demonstrated by potential vendors.

Questions regarding this RFP will be accepted until [Date] and responses will be provided to all prospective vendors simultaneously.

This RFP represents our current understanding of requirements and may be subject to modification based on vendor feedback and organizational needs.