

LETTER OF CONTRACT AGREEMENT FOR CONSULTING SERVICES

NAME OF ASSIGNMENT: CONTRACT AGREEMENT FOR CONDUCTING A STUDY TO ASSESS THE STATUS OF E-DISTRICT IMPLEMENTATION IN ASSAM, TO SCOPE OUT THE AREAS OF SYNERGY WITH THE PROPOSED WORLD BANK FINANCED ASSAM CITIZEN-CENTERED SERVICE DELIVERY PROJECT (ACCSDP) FOR SUSTAINED E-ENABLED SERVICE DELIVERY IN ASSAM

Letter of Agreement No: ARIASS/CCSDP/20/2015/ 29

Dated Guwahati the 12th January, 2016

To,

Mr. Diganta Goswami,
Professor and Head,
Department of Computer Science and Engineering,
Indian Institute of Technology, Guwahati,
Guwahati - 781 039, Assam.
Ph: +91-361-2582355 (O); +91-361-2584355 (R); Fax: +91-361-2692787
(Email: dgoswami@iitg.ernet.in ; Cell: 09871216655)

1. This Agreement made on the 12th day of January, 2016 between the State Project Director, ARIAS Society (ARIASS), Assam, Khanapara, Guwahati-22, hereinafter called as the "SPD" and the Department of Computer Science and Engineering, Indian Institute of Technology, Guwahati (IIT-G), Guwahati - 781039, Assam, represented by Mr. Diganta Goswami, Professor and Head, Department of Computer Science and Engineering, IIT-G (Email: dgoswami@iitg.ernet.in ; Cell: 09871216655), hereinafter also called as the "DCSE, IIT-G" or as "Consultant".
2. Set out below are the terms and conditions under which the DCSE, IIT-G has agreed to carry out the above-mentioned assignment as specified in the attached Terms of Reference (TOR) at Annexure-2. The services to be performed, the timeline, and the reports to be submitted will be in accordance with the attached TOR/contract.
3. For administrative purposes SPD has been assigned to administer the assignment and to provide the DCSE, IIT-G, with all relevant information needed to carry out the assignment. The services will be required in ACCSDP for about 45 (Forty Five) days, during the period from 12th January 2016 to 25th February 2016.
4. The SPD reserves the right to postpone or cancel the assignment and/or shorten or extend its duration. However, every effort will be made to give you, as early as possible, notice of any changes. In the event of termination, the DCSE, IIT-G shall be paid for the services rendered for carrying out the assignment to the date of termination, and the DCSE, IIT-G will provide the SPD with any reports or parts thereof, or any other information and documentation gathered under this Contract prior to the date of termination.
5. This Contract, its meaning and interpretation and the relations between the parties shall be governed by the Laws of India.
6. This Contract will become effective upon confirmation of receipt this letter of agreement on behalf of the DCSE, IIT-G and will terminate on 25th Feb. 2016, or such other date as mutually agreed between the SPD and the DCSE, IIT-G.
7. The Lumsum payment for the services will not exceed a total amount of Rs. 8,72,200/- (Rupees eight lakh seventy two thousand and two hundred only). This amount is inclusive of service tax @14.5% amounting to Rs.1,10,453/-.
8. The SPD will pay DCSE, IIT-G (under the leadership of Mr. Diganta Goswami, Professor and Head, DCSE, IIT-G) within 07 (seven) working days of receipt of the invoice and reports as given below: (As the lumsum contract price of Rs. 8,72,200/- will be paid on lumsum basis against reports, no separate vouchers will be necessary) -

Sl	% of contract price to be paid	Condition	Timeline of Reports from the date of award of contract
1.	10% (Ten percent)	Upon receipt of this letter of contract agreement (through email) by DCSE, IIT-G and submission of Inception Report	Within 05 days
2.	30% (Thirty percent)	Upon receipt of intermediate Status Report by SPD	Within 20 days
3.	40% (Forty percent)	Upon receipt of the draft Final report by SPD	Within 35 days
4.	20% (Twenty percent)	Upon receipt of the Final Report acceptable to the SPD	Within 45 days

The above remuneration includes all the costs related to carrying out the services, including overhead and any taxes imposed on the DCSE, IIT-G.

9. The DCSE, IIT-G will be responsible for appropriate insurance coverage under this contract and the DCSE, IIT-G hereby indemnify the SPD of obligation against all damages, costs, charges and expenses for injury to any person or damage to any property arising out of, or in connection with the services, which result from the fault of the DCSE, IIT-G or its staff.

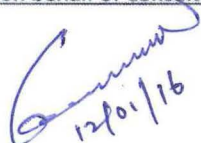
10. The **DCSE, IIT-G** hereby indemnify and hold harmless the **SPD** against any and all claims, demands, and/or judgements of any nature brought against the **SPD** arising out of the services by the **DCSE, IIT-G** and its staff under this Contract. The obligation under this paragraph shall survive the termination of this Contract.
11. The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant, shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.
12. All drawings, specifications, reports and other documents or software submitted by the **DCSE, IIT-G** in the performance of the Services shall become and remain the property of the Client. The **DCSE, IIT-G** may retain a copy of such documents but shall not use them for purposes unrelated to this Contract without the prior written approval of the **SPD**.
13. The Consultant undertakes to carry out the assignment in accordance with the highest standard of professional and ethical competence and integrity, having due regard to the nature and purpose of the assignment, and to ensure that the staff assigned to perform the services under this Contract, will conduct themselves in a manner consistent herewith and in consistence with the **World Bank's Policy on Corrupt and Fraudulent Practices attached herewith at Annexure-1.**
14. The Consultant will not assign this Contract or sub-contract or any portion of it without the Client's prior written consent.
15. The **DCSE, IIT-G** shall pay the taxes, duties fee, levies and other impositions levied under the Applicable law and the Client shall perform such duties, in regard to the deduction of such tax, as may be lawfully imposed.
16. The **DCSE, IIT-G** also agree that all knowledge and information not within the public domain which may be acquired during the carrying out of this Contract, shall be, for all time and for all purpose, regarded as strictly confidential and held in confidence, and shall not be directly or indirectly disclosed to any person whatsoever, except with the **SPD's** written permission.
17. Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with Arbitration & Conciliation Act 1996.

Enclosure: Annexure-1: World Bank's Policy – Corrupt and Fraudulent Practices; **Annexure-2:** Terms of Reference and Scope of Services; **Annexure-3:** Breakup of the Cost Estimate

Thoroughly read, understood and agreed

Place: **Guwahati**; Dated **12th January 2016**

**Signature & Name of the Authorized Representative
on behalf of Consultant**



(Diganta Goswami)

Professor and Head,

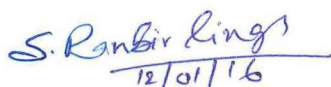
Department of Computer Science and Engineering,
Indian Institute of Technology, Guwahati,
Guwahati - 781 039, Assam

**Signature & Name
of the Client's Representative**



(Siddharth Singh, IAS)

State Project Director,
ARIAS Society/ ACCSDP

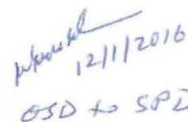


Signature & Name of witness 1

(S. RANBIR SINGH)

Assist. Prof.

Dept. of CSE, IITG.



Signature & Name of witness 2

Annexure-1: World Bank's Policy – Corrupt and Fraudulent Practices

Guidelines for Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, dated January 2011:

"Fraud and Corruption

- 1.23 It is the Bank's policy to require that Borrowers (including beneficiaries of Bank loans), consultants, and their agents (whether declared or not), sub-contractors, sub-consultants, service providers, or suppliers, and any personnel thereof, observe the highest standard of ethics during the selection and execution of Bank-financed contracts [footnote: In this context, any action taken by a consultant or any of its personnel, or its agents, or its sub-consultants, sub-contractors, services providers, suppliers, and/or their employees, to influence the selection process or contract execution for undue advantage is improper.]. In pursuance of this policy, the Bank:
- (a) defines, for the purposes of this provision, the terms set forth below as follows:
 - (i) "corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party¹;
 - (ii) "fraudulent practice" is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation²;
 - (iii) "collusive practices" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party³;
 - (iv) "coercive practices" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party⁴;
 - (v) "obstructive practice" is-
 - (aa) deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Bank investigation into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or
 - (bb) acts intended to materially impede the exercise of the Bank's inspection and audit rights;
 - (b) will reject a proposal for award if it determines that the consultant recommended for award or any of its personnel, or its agents, or its sub-consultants, sub-contractors, services providers, suppliers, and/or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
 - (c) will declare misprocurement and cancel the portion of the Loan allocated to a contract if it determines at any time that representatives of the Borrower or of a recipient of any part of the proceeds of the Loan were engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices during the selection process or the implementation of the contract in question, without the Borrower having taken timely and appropriate action satisfactory to the Bank to address such practices when they occur, including by failing to inform the Bank in a timely manner they knew of the practices;
 - (d) will sanction a firm or an individual at any time, in accordance with prevailing Bank's sanctions procedures⁵, including by publicly declaring such firm or an ineligible, either indefinitely or for a stated period of time: (i) to be awarded a Bank-financed contract, and (ii) to be a nominated⁶ sub-consultant, supplier, or service provider of an otherwise eligible firm being awarded a Bank-financed contract.

¹ For the purpose of this sub-paragraph, "another party" refers to a public official acting in relation to the selection process or contract execution. In this context "public official" includes World Bank staff and employees of other organizations taking or reviewing selection decisions.

² For the purpose of this sub-paragraph, "party" refers to a public official; the terms "benefit" and "obligation" relate to the selection process or contract execution; and the "act or omission" is intended to influence the selection process or contract execution.

³ For the purpose of this sub-paragraph, "parties" refers to participants in the procurement or selection process (including public officials) attempting either themselves, or through another person or entity not participating in the procurement or selection process, to simulate competition or to establish prices at artificial, non-competitive levels, or are privy to each other's bid prices or other conditions.

⁴ For the purpose of this sub-paragraph, "party" refers to a participant in the selection process or contract execution.

⁵ A firm or an individual may be declared ineligible to be awarded a Bank-financed contract upon (i) completion of the Bank's sanctions proceedings as per its sanctions procedures, including inter alia: cross-debarment as agreed with other International Financial Institutions, including Multilateral Development Banks, and through the application of the World Bank Group corporate administrative procurement sanctions procedures for fraud and corruption; and (ii) as a result of temporary suspension or early temporary suspension in connection with an ongoing sanctions proceedings. See footnote 12 and paragraph 8 of Appendix 1 of these Guidelines.

⁶ A nominated sub-consultant, supplier, or service provider is one which has been either (i) included by the consultant in its proposal because it brings specific and critical experience and know-how that are accounted for in the technical evaluation of the consultant's proposal for the particular services; or (ii) appointed by the Borrower.

TERMS OF REFERENCE (TOR)

FOR STUDY TO ASSESS THE STATUS OF E-DISTRICT IMPLEMENTATION TO SCOPE OUT THE AREAS OF SYNERGY WITH CCSD PROJECT ACTIVITIES FOR SUSTAINED E-ENABLED SERVICE DELIVERY IN ASSAM

(A) BACKGROUND AND PURPOSE

1. E-governance or electronic governance may be defined as the use of Information and Communication Technologies (ICT) in Government functioning. An important component of this is the delivery of government services and information to the public using electronic means. Use of ICT in government facilitates an efficient, speedy and transparent process for disseminating information to the public and other agencies, and for performing government administration activities. The Government of Assam has been taking steps in different perspectives towards use of ICT in governance.
2. On request from the Government of Assam, the World Bank has committed \$39.2 million loan under Citizen-Centered Service Delivery (CCSD) project to support and enhance the state initiatives to improve citizens' access to public services and strengthen accountability under the Assam Right to Public Services Act. The project will utilize an incremental multi-faceted approach to improve institutional arrangements and processes that place citizens at the center of service delivery provision, and strengthen citizen engagement and feedback in public service delivery. This inclusive approach of the project is framed around four interrelated components, viz.: strengthening RTPS implementation; supporting process re-engineering in targeted services; setting up One-Stop Service Centers; and promoting citizen engagement.
3. Government of Assam has recently launched *Sugam*, the Assam e-District project that aims to deliver select public services electronically to citizens. Submission of application for 42 designated services has been made online through the Assam State Portal; of these, 14 are RTPS services. It would therefore be important to explore ways of developing synergy of CCSD investments with that of e-District.
4. Secondly, activities under the ACCSDP *inter alia* will include: (i) integration of electronic approaches to G2C service delivery with 15 targeted RTPS services initially within three Departments of the Government of Assam viz. Revenue & Disaster Management (R&DM); Welfare of Plain Tribes & Backward Classes (WPT&BC), and Transport as well as, the Guwahati Municipal Corporation (GMC); (ii) process simplification, such as delegating responsibilities to lower levels of government, reducing the number of supporting documents required to access services; (iii) improving the field verification system for delivery of selected services, and streamlining the issuance of digitally signed certificates ; (iv) development of a quality management system within departmental delivery processes; and (v) creation of an integrated electronic repository of government-issued certificates available online. Hence, it would also be important to assess the current status of the e-services provided by the four potential line departments viz. Revenue, WPT & BC, Transport and GMC, the technology (ies) used, backend processing details (manual/digital/automatic), ease of accessibility of the e-service, efficiency, etc. Considering the above, the scope of the work and the methodology is listed below.

(B) SCOPE OF WORK

5. Independent assessment of the current status of e-District implementation in Assam to document its performance, availability and challenges; and to scope out the potential areas where CCSD investments could be harmonized with e-District initiatives:
 - Assess the operational status, accomplishments, reliability and effectiveness of e-District implementation at District, Sub-division and Circle offices;
 - Compile information on service requests, services delivered, time-lines, grievance etc.
 - Identify implementation gaps in the context of quality of tracking and monitoring of service delivery
 - Determine steps/actions required to enhance the feature and functionality of the Assam State Portal to
 - a) disseminate relevant information on the procedures required to access services; and
 - b) integrate electronic approaches for delivery of targeted RTPS services
 - Evaluate the availability of reliable computing infrastructure and broadband connectivity at all 212 Public Facilitation Centers (PFCs) established under e-District programme; and the range of services being delivered through the PFCs.
 - Functional operability of ASWAN and the state of readiness of State Data Centre; and their impact on electronic service delivery under e-District programme in Assam.

6. Assess the current status of the e-services provided by the four potential line departments of ACCSDP viz. R&DM, WPT & BC, Transport and GMC, the technology (ies) used, backend processing details (manual/digital/automatic), ease of accessibility of the e-service, efficiency, etc.

(C) STUDY METHODOLOGY

7. The study would be based on information synthesized from multiple sources and channels: the approved DPR of eDistrict programme; periodic implementation status reports of all districts of Assam; data/analytics generated from eDistrict applications, staff interactions and more direct feedback from select beneficiaries accessing the eDistrict services.
8. In addition the consultant will conduct structured interviews with GoA Department of IT; the nodal implementing agency (AMTRON); and key functionaries of District e-Governance Society (DeGS) of at least 5 (five) geographically dispersed districts to ascertain:
 - a) The administrative processes and institutional capabilities of relevant Government of Assam departments executing e-District; and lessons related to process refinements and change management that CCSD project could draw from these implementation experiences
 - b) Present connectivity status of band-width availability (including that of ASWAN) at district & sub-district level for reliable e-service delivery;
9. In brief, the work may be divided into the following indicative components, *but not limited to*:
 - a) Reading of reports, DPRs, software manuals, etc. of existing programme to understand what has been implemented and how it has been implemented.
 - b) Going through a demo of the software to understand how it works and how data is transferred to and from the 4 Line Departments. User friendliness, local language issues will also be considered.
 - c) Conducting interviews with GoA Department of IT and the nodal implementing agency (AMTRON).
 - d) Going through reports etc. to be provided by the nodal implementing agency (AMTRON) on the network status, the State Data Centre etc.
 - e) Visiting 5 district HQs (say Guwahati, Bongaigaon, Tezpur, Silchar, Dibrugarh) to interview officers, to understand how the service is working and to interview end users.
 - f) Providing fortnightly progress reports and the final report

(D) TIMELINE, REPORTING & PAYMENT SCHEDULE

10. The Study is to be completed within 45 (forty five) days of the award of the contract by the ARIAS society; and the consultant will submit fortnightly interim report to the SPD that encapsulates findings on the issues cited above. Upon completion of the assignment the Consultant shall submit a comprehensive final report with concrete recommendations related to all aspects listed under the Scope of Work.
11. The timeline for submission of reports and the payment schedule is given below (Breakup of the contract price is given at **Annexure-3**)

Sl	Reports to be submitted	Timeline of Reports from the date of award of contract	% of contract price to be paid
1.	Upon receipt of this letter of contract agreement (through email) by DCSE, IIT-G and submission of Inception Report	Within 05 days	10% (Ten percent)
2.	Upon receipt of intermediate Status Report by SPD	Within 20 days	30% (Thirty percent)
3.	Upon receipt of the draft Final report by SPD	Within 35 days	40% (Forty percent)
4.	Upon receipt of the Final Report acceptable to the SPD	Within 45 days	20% (Twenty percent)

(E) Reporting and Performance Review:

12. The quality of reports and performance of the consultant will be reviewed by the SPD on fortnightly basis.

Annexure-3
BREAK OF THE COST ESTIMATE

Particulars	Qty	Rate (Rs.)	Amount (Rs.)
Travel Costs:			
Flight to Silchar	2	10000	20000.00
Per Diem Silchar	4	5000	20000.00
Flight to Dibrugarh	2	10000	20000.00
Per diem Dibrugarh	4	5000	20000.00
Car to Bonagaigaon	1	7000	7000.00
Per diem Bongaigaon	2	2000	4000.00
Car to Tezpur	1	7000	7000.00
Per diem Tezpur	2	2000	4000.00
Contingencies	1	5000	5000.00
a) Total Travel			107000.00
Fees			
Ministerial Staff			5000.00
Consultants' fees			400000.00
30% IIT Share			173571.43
b) Total Fees			578571.43
Total [a + b]			685571.43
Add 10% IIT-G Overheads			76174.60
Net Total			761746.03
Add 14.5% Service Tax			110453.17
Grand Total			872199.21
			Say, Rs.8,72,200/-
			(Rupees eight lakh seventy two thousand and two hundred only)



Department of Computer Science and Engineering
Indian Institute of Technology Guwahati
Guwahati – 781 039, INDIA

Dr. Diganta Goswami
Professor & Head

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To,

Mr. Siddharth Singh, IAS
State Project Director, ARIAS Society
Govt. of Assam

Sub: Consultancy proposal for “Study to assess the status of e-district implementation in Assam in the context of the ensuing World Bank funded Citizen-Centered Service Delivery (CCSD) project taken up by Assam Government”.

Dear Sir,

Kindly recall our telephonic conversation in reference to the subject mentioned above. In this context, I had a follow up meeting with Mr. M. Rahman, OSD to the State Project Director, ARIAS Society and Ms. P. Kakati, SDS, PCU. I have gone through the document and understood the problem. After detailed study of the problem and the discussion we had with the officials, I strongly feel that the proposed consultancy can be carried out by a group of faculty from the Department of Computer Science and Engineering, IIT Guwahati possibly with the help of some technical staffs.

I have, therefore, prepared a proposal and attached herewith for your perusal and kind consideration. Please note that the Dept. of CSE, IIT Guwahati, has already carried out different types of consultancy and a brief report regarding this has been enclosed as Annexure-I. A detailed cost estimate has also been enclosed as Annexure-II with the document.

I look forward to receiving an early response from your side.

Thanking you

Sincerely

(Diganta Goswami)

CONSULTANCY PROPOSAL FOR STUDY TO ASSESS THE STATUS OF E-DISTRICT IMPLEMENTATION TO SCOPE OUT THE AREAS OF SYNERGY WITH CCSD PROJECT ACTIVITIES FOR SUSTAINED E-ENABLED SERVICE DELIVERY IN ASSAM

BACKGROUND AND PURPOSE

E-governance or electronic governance may be defined as the use of Information and Communication Technologies (ICT) in Government functioning. An important component of this is the delivery of government services and information to the public using electronic means. Use of ICT in government facilitates an efficient, speedy and transparent process for disseminating information to the public and other agencies, and for performing government administration activities. The Government of Assam has been taking steps in different perspectives towards use of ICT in governance.

On request from the Government of Assam recently, the World Bank has committed a loan under Citizen-Centered Service Delivery (CCSD) project to support and enhance the state initiatives to improve citizens' access to public services and strengthen accountability under the Assam Right to Public Services Act. The project will utilize an incremental multi-faceted approach to improve institutional arrangements and processes that place citizens at the center of service delivery provision, and strengthen citizen engagement and feedback in public service delivery. This inclusive approach of the project is framed around four interrelated components: strengthening RTPS implementation; supporting process re-engineering in targeted services; setting up One-Stop Service Centers; and promoting citizen engagement

Government of Assam has recently launched *Sugam*, the Assam e-District project that aims to deliver select public services electronically to citizen. Submission of application for 42 designated services has been made online at Assam State Portal; of these, 14 are RTPS services. It has therefore been felt important to explore ways of developing synergy of CCSD investments with that of e-District. The scope of the work and study methodology has been listed below.

SCOPE OF WORK

Independent assessment of the current status of e-District implementation in Assam and to scope out the potential areas where CCSD investments could be harmonized with e-District initiatives:

- Assess the operational status, accomplishments, reliability and effectiveness of e-District implementation at District, Sub-division and Circle offices;
- Identify implementation gaps in the context of quality of tracking and monitoring of service delivery
- Determine steps/actions required to enhance the feature and functionality of the Assam State Portal to
 - a) disseminate relevant information on the procedures required to access services; and

- b) integrate electronic approaches for delivery of targeted RTPS services.
- Evaluate the availability of reliable computing infrastructure and broadband connectivity at all 212 Public Facilitation Centers (PFCs) established under e-District programme; and the range of services being delivered through the PFCs.
- Functional operability of ASWAN and the state of readiness of State Data Centre; and their impact on electronic service delivery under e-District programme in Assam.

STUDY METHODOLOGY

The study on would be based on information synthesised from multiple sources and channels: the approved DPR of eDistrict programme; periodic implementation status reports of all districts of Assam; data/analytics generated from eDistrict applications, staff interactions and more direct feedback from select beneficiaries accessing the eDistrict services.

In addition the consultant will conduct structured interviews with GoA Department of IT; the nodal implementing agency (AMTRON); and key functionaries of District e-Governance Society (DeGS) of at least 5 (five) geographically dispersed districts to ascertain:

1. The administrative processes and institutional capabilities of relevant Government of Assam departments executing e-District; and lessons related to process refinements and change management that CCSD project could draw from these implementation experiences
2. Present connectivity status of band-width availability (including that of ASWAN) at district & sub-district level for reliable e-service delivery;

In brief, the work can be divided into the following components:

- a) Reading of reports, DPRs, software manuals, etc. of existing programme to understand what has been implemented and how it has been implemented.
- b) Going through a demo of the software to understand how it works and how data is transferred to and from the 4 Line Departments. User friendliness, local language issues will also be considered.
- c) Conducting interviews with GoA Department of IT and the nodal implementing agency (AMTRON).
- d) Going through reports etc. to be provided by the nodal implementing agency (AMTRON) on the network status, the State Data Centre etc.
- e) Visiting 5 district HQs (say Guwahati, Bongaigaon, Tezpur, Silchar, Dibrugarh) to interview officers, to understand how the service is working and to interview end-users.
- f) Providing fortnightly progress reports and the final report.

TIMELINE & REPORTING

The Study is expected to be completed within 6 weeks of formal award of the contract; and the consultant will submit fortnightly interim report that encapsulates findings on the issues cited above. Upon completion of the assignment the Consultant shall submit a comprehensive final report with concrete recommendations related to all aspects listed under the Scope of Work.

Competence of CSE Dept., IIT Guwahati to provide consultancy:

A brief report indicating credentials of the Dept. of Computer Science & Engg., IIT Guwahati, in terms of expertise in providing consultancy has been presented in Annexure I. As seen from the report, the department has been providing similar services to various government agencies (including government of Assam), public sectors and private organizations.

Detailed Cost Estimate:

A detailed cost estimate has been presented in Annexure II.



Annexure – I

Brief credentials of the Dept. of Computer Science & Engg., IIT Guwahati in terms of expertise in providing consultancy

The Department of Computer Science and Engineering at the Indian Institute of Technology Guwahati was formed in the year 1995 and provides an outstanding research environment complemented by excellence in teaching. The Department has state-of-the-art infrastructure and computing equipment supported by high speed Ethernet and wireless networks. Faculty members aim at delivering top class education blending their rich research experience with classroom teaching. The Department has undertaken many research projects funded both by multinationals and government agencies. Besides these, faculty members are also involved in providing consultancy services in diverse areas to various government agencies, public sectors and private organizations. Some of the consultancies that were offered by the department have been mentioned below.

ERP Based Software for NEEPCO, Shillong; IT Implementation for Assam Police; Inspection of materials for CLR Project, AEDC Ltd., Guwahati; Pre ERP Consultancy for GRIDCO & OPTCL, Orissa, Power Transmission Corporation Ltd, Bhubaneswar; Real-time monitoring and supportive of VHND and RI using mobile technology, United Nation Children's Fund, Guwahati; Computerisation of Services: Asam Tourism Development Corpn., Guwahati; Computerised system of revenue billing, ASEB, Guwahati; Asian ERP System Selection, Asian Reinsurance Corporation, Thailand; Work Order for appointment as Technical Experts, Assam Petrochemicals Ltd, Assam; Specifications for Digital Trunking for Assam Police; Information Technology at Assam Valley School, Calcutta; Multimedia Content for School in Assam, Axom Sarba Siksha Abhijan Mission, Guwahati; Consultancy Service to Axom Sarba Siksha Abhijan Mission; Consultancy service for procurement of computers, printers and UPS for the third phase of the Mission and for development of multimedia content in science, Mathematics and English, Axom Sarba Siksha Abhijan Mission; Computerisation of the Finance (Taxation) Department, Commissioner of Taxes, Govt. of Assam; Networking and other e-solution in DPS Guwahati, Delhi Public School Guwahati; Modernization of Land Revenue Administration, Dept. of Revenue and Disaster Management, Govt of Assam; Evaluation of the E-Governance Project, Sanwad, of District, Administration Sivasagar; Treasury Computerisation, Director of Accounts and Treasuries, Assam; Drishti Advisory Board, Drishti Soft Solution Pvt. Ltd, Gurgaon; Financial Management Information System, Finance Department, Govt. of Assam; Development of Framework for Logging and Analysis of Network Traffic to Secure IT infrastructure Gauhati University, Manipur University and Assam University; Formulation and Implementation of Organisation wide architecture for General Insurance Corporation, General Insurance Corp. of India; Consultancy to General Insurance Corporation, General Insurance Corporation, Mumbai; Consultancy for all IT matters to the Govt. of Assam, Govt. of Assam, Dept. fo IT; Establishment of an on-line auction system at Guwahati Tea Auction Centre; Integrated Modern Software System, IFFCO-TOKIO GENERAL INSURANCE, Gurgaon; Evaluation of Proposal of M/s S.S. Netcom Ltd., Meghalaya Industrial Development Corporation; IT Consultant of NIT, Silchar; Computer and Communication Set-up at AGBP and AGTP, NEEPCO; Preparation of IT Road Map for North Eastern Electric Power Corporation Ltd.; Internet Connection Requirements at the Proposed Software Park of NEDFi, North Eastern Development Finance Corporation Ltd.; SBI Consultancy, State Bank of India, Local Head Office; Process of Implementation of Computerisation in Bank, The Assam Co-operative Apex Bank Ltd.; Consultancy to UshaComm India Ltd.



Annexure – II
Detailed Cost Estimate

Items	No.	Rate in Rs.	Amount in Rs.
Flight to Silchar	2	10000	20000.00
Per Diem Silchar	4	5000	20000.00
Flight to Dibrugarh	2	10000	20000.00
Per diem Dibrugarh	4	5000	20000.00
Car to Bonagaigaon	1	7000	7000.00
Per diem Bongaigaon	2	2000	4000.00
Car to Tezpur	1	7000	7000.00
Per diem Tezpur	2	2000	4000.00
Contingencies	1	5000	5000.00
a) Total Travel			107000.00
Fees			
Ministerial Staff			5000.00
Consultants' fees	4		400000.00
30% IIT Share			173571.43
b) Total Fees			578571.43
Total [a + b]			685571.43
10% IIT Overheads			76174.60
Net Total			761746.03
14.5% Service Tax	0.145		110453.17
Grand Total			872199.21

