

Appendix 2 -Proposal

Schedule 1 – (A) Project Plan

The Service Provider shall propose a project plan showing planned start date, completion date, as well as assigned man-days similar to the following sample in accordance with the time schedule of the Service Specification (Appendix 1).

Tasks, Deliverables and Descriptions	Planned		
	Start Date	Completion Date	Man-days

Schedule 1 – (B) Response to Service Specification in Appendix)

Item No.	Complied	Not Complied	Remarks
6.1 Basic requirement			
6.2 Mobile App System			
6.3 RCHs Management Module			
6.4 Doctor Attendance and Work Management Module			
6.5 Nurse Attendance and Work Management Module			
6.6 Visit Management Module			
6.7 Medical Examination Management Module			
6.8 Restraint Assessment Management Module			
6.9 Referral Case Management Module			
6.10 Talk Management Module			
6.11 Service Satisfaction Management Module			
6.12 Hotline Enquiry Module			
6.13 Service Fee Management Module			
6.14 Users and User Right Management Module			
6.15 Staff Users Account			
6.16 Report Management Module			
6.17 System Installation and configuration			
6.18 Server Requirement			
6.19 System Data Migration			
6.20 Training			
6.21 Maintenance			

Schedule 2 – Company Track Records

The Service Provider shall provide an account of relevant experience, track record and documentary evidence.

Details
(a) Number of similar development projects, which the company has been engaged in the past five (5) years.
(b) Number of similar development projects with number of users more than five hundred (500) in NGOs, which the company has been engaged in the past five (5) years.
(c) Reference of clients and brief of similar services to provide in the past five (5) years.

Please use additional sheet if necessary

Schedule 3 – Staff Resources

Details

(a) Project contact person name, telephone number and email address

(b) Name of staff allocated to the Project.

(c) Curriculum Vitae of Key Team Member(s)

Please use additional sheet if necessary

Schedule 4 – Declaration of Interest

Item No.	Description

Note:

Service Provider is required to declare any involvement or interest that may give rise to actual, potential or perceived conflict with the Service to be provided

Schedule 5 – Technical Part

Service Provide shall list the servers’ software, programing language and database of the solution.

Item No.	Description

Schedule 6 – Fees Part

No	Item	Amount (HK\$)
1.	System development fee, license fees or other fees (Includes first year maintenance and user training) of System Major Functions (Clause 6 of Appendix 1)	
2.	Professional service fee	
Total:		
3.	Additional report fee	
4.	Additional user training fee	
5.	Additional enhancement fees (per man-day)	
6.	Additional license fees	
7.	System recurrent maintenance fee (Per Year) (Include but not limited to 2-5 years maintenance and License Fee etc.)	
8.	Other professional service fees	