

ANNEXURE II  
SCRIPTS FOR DEMONSTRATION BY  
BIDDER

## **1 GENERAL GUIDELINES & INSTRUCTIONS**

---

1. As part of the process of selecting the most suitable ERP product for CSL, the key requirements have been translated into demonstration scripts that will be used as the basis for scoring a bidder or product's ability to meet functional and technical needs of CSL.
2. To facilitate scoring, it is important that the demonstrations follow the scripts included in this document.
3. Prior to the presentation, the bidder shall intimate step (if any) that the solution cannot perform.
4. The bidder should make a reasonable judgment about the level of details to be included, and by what process to proceed, while covering each script.
5. The evaluation committee expects that each script item is individually addressed. The bidder will demonstrate items in the same order as they appear in the script provided.

### **1.1 Demonstration Software**

---

1. CSL expects that each bidder will provide demonstration of an integrated solution. This means that if certain transactions affect information in another module or trigger another transaction elsewhere in the system, the SI should show the impact or effect these particular transactions have on any other component of the system being demonstrated.
2. The solution used in the demonstration must be the same as that included in the response to the RFP.
3. The version of the software being used should be intimated by the bidder to the CSL evaluation committee.
4. Only products included in the proposal/bidder response to the RFP should be used in the demonstration.

### **1.2 Demonstration Model**

---

The demonstration will likely be conducted at CSL. The exact venue, date(s) and time(s) will be scheduled for each bidder separately. Facilities that will be available to the bidder include projector and screen.

## **2 DEMONSTRATION SCRIPTS FOR SI**

---

Following are the major processes which have to be demonstrated by the bidder during evaluation process:

- 1. Project planning**
- 2. Project Execution**
- 3. Material Management**
- 4. Payroll Processing**
- 5. Documents management**

### **2.1 Project Planning**

---

Mega Process	Project Planning
Process	Perform Project Planning & monthly master schedule for job execution
Description/Scenario	The intent of this demonstration is to demonstrate various activities related to Project Planning initiation for executing.
Inputs for this process	Cardinal dates (Start & End dates of the contract/ Project), build specification, package material list from the Marketing department

### **SI Demonstration**

The SI shall focus on following scenarios for Project Planning:

1. Demonstrate project creation. System should propose the running project number based on a predefined logic.
2. Demonstrate how similar ships with same base design but with minor modification and single owner can be planned through single project.
3. Demonstrate assignment of project manager/ person (resource) in the project.
4. Demonstrate creation of project work break down structure with activities/elements. For example: Design, Procurement, Ship building operation & Administrative activities.
5. Demonstrate association of milestones and timelines for each element in a WBS.
6. Demonstrate option to create the project from the templates/ by copying existing projects or activities & modify it as per the requirement during project creation.
7. Demonstrate how resource allocation with conflicting schedule will be taken care.
8. Demonstrate how cost elements for each activities/task will be planned and accounted.
9. Demonstrate how review of project plan with all the department head will be conducted to arrive at the final project plan for sign off.
10. Demonstrate how the approved project plan will be published to all the stake holders.

11. Demonstrate how the Master schedule will be updated with approved plan and published to required user.
12. Demonstrate printing/ downloading of project plan for any offline review.
13. Demonstrate how changes in project plan will be amended in the project plan and communicated to users.
14. Demonstrate provision for approval based on the workflow notification for project plan/ master schedule.

## 2.2 Project Execution

---

Mega Process	Project Execution
Process	Project Execution and closure
Description/Scenario	The intent of this demonstration is to demonstrate various activities related to Project Execution.
Inputs	Master Schedule, BOM, MLF

### **SI Demonstration:**

The SI Demonstration shall focus on following scenarios for Project Execution:

1. Demonstrate how planning will release the material plan to Design department
  2. Demonstrate release of monthly master schedule (master schedule for that particular month) to Ship building department.
  3. Demonstrate how user will perform project related activity
  4. Demonstrate tracking of the indent/ purchase order / material arrival status/ number of material quantity received/ remaining material quantity
  5. Demonstrate recording of time, cost and any other specific details such as user comments, drawing documents, reports in the assigned task/activities/element.
  6. Demonstrate project status tracking vis-à-vis planned hours & Cost (completion of work, work in progress, yet to start activities)
  7. Demonstrate project milestones tracking and work completion status in percentages or as a graphical diagram
  8. Demonstrate how user can calculate the accumulated cost of project expense during execution process.
  9. Demonstrate how project closure will be carried out and final billing will be carried.
- 
-

### 2.3 Material Management

Mega Process	Material Management
Process	Material Receipts in Stores
Description/Scenario	The intent of this demonstration is to demonstrate material receipts of packaged items (E.g.: Engines, Treatment Plant or Communication system) which has multiple subcomponents and tracking till its fitment in ships.
Inputs	Purchase Orders

#### **SI Demonstration:**

The SI Demonstration shall focus on following scenarios for material management:

1. Demonstrate how to record receipts of package items against a purchase order (Purchase orders will be for main item and may not have list of all components)
2. Demonstrate how to record staggered delivery of components and take into inventory.
3. Demonstrate material issue and transfer of the packaged items within shipyard stores.
4. Demonstrate tracking of short supplied items and record receipt of such items at a later stage as “short supplied”
5. Demonstrate rejections made in a consignment and account replacements made with reference to earlier rejected consignments.
6. Demonstrate how to track rejections, pending supply and short supply items with present status by purchase officer.
7. Demonstrate computation of Liquidity Damages based on delivery time.

### 2.4 Payroll Processing

Mega Process	Payroll Process
Process	Employee Payroll Process
Description/Scenario	The intent of this demonstration is to demonstrate various activities related to employee payroll process to generate the pay slips of employees considering the employee master data and based on the grade, the salary eligibility/ deductions.
Inputs	Home loan deductions, IT deductions, Other permissible deductions (LIC deductions, Advances, Quarter Security, Bills etc), Planned IT savings/ exemptions, Employee loans & advances, Employee tour bills, Employee Medical Reimbursements, Bonus / Incentives, Leave Travel Concession, Allowances/Increments/Perks

## **SI Demonstration**

The SI Demonstration shall focus on following scenarios for Payroll process:

1. Demonstrate the calculation of relief in case of income tax on arrears of salary pertaining to previous financial years received in current financial year
2. Demonstrate the ability to calculate salary revision with retrospective/ prospective effect considering the basic, DA, etc of previous years.
3. Demonstrate the ease of adding additional salary components to the structure as well as changes in IT computation
4. Demonstrate the ability to compute the vehicle advance given to an employee, and recovery of loan as an EMI from salary
5. Demonstrate the final settlement process considering the no due certificate from various departments, leave encashment, PF, gratuity & super-annuation settlements, recurring payments and deductions, additional payments etc.
6. Demonstrate the integration of Payroll to Financial accounting – effect on Advances to employees, Payable to PF, Housing Loan, LIC and other agencies based on deductions and posting to Expense accounts
7. Demonstrate the impact on project accounting with posting to projects based on the resource assignments and time reported
8. Demonstrate the process of E-filing monthly IT returns as well as generating Form 16
9. Demonstrate the ability of stimulating the account posting
10. Demonstrate the ability of calculating the reimbursement of the employees e.g.:- business trips
11. Demonstrate the ability to generate the salary slip and mail to the employees
12. Calculation of leave encashment at the time of retirement
13. Medical Reimbursement of employees
14. Calculation of PF/Gratuity at the time of retirement
15. Demonstrate Employee Self service system

## 2.5 Document Management

---

Mega Process	Document Management
Process	Design Document management & File approval
Description/Scenario	The intent of this demonstration is to demonstrate various activities related File approval, Change Management & Revision control of Design documents created by the design department
Inputs	Design work order and Plan from projects & Planning department

### SI Demonstration:

The SI Demonstration shall focus on following scenarios for Payroll process:

1. Demonstrate the ability of system to assign a drawing numbers based on a predefined logic (Minimum with project, BOM and MLF tracking).
2. Demonstrate the ability to share the documents through projects activities such as issue to production, issue to planning etc.
3. Demonstrate how drawing documents will be linked to BOM, MLP, and MLF etc in ERP system.
4. Demonstrate document approval workflow for completed drawings. User will define the approval path while sending the documents for approval after which the drawings should be available to other users.
5. Demonstrate the version control history before approval and after approval.
6. Demonstrate key changes in drawing documents to be notified due from production department to design department.
7. Demonstrate complete tracking for user comments, change recommendation and action taken as a report for each drawing.
8. Demonstrate automatic revision numbering after design changes or drawing changes to user.
9. Demonstrate generation of change request with reference to a design documents.
10. Demonstrate sending for alert/notification to production/planning/projects for updated changes to the design drawings