**Prequalification Invitation Reference No. Q086705**

**Enterprise Asset Management System (EAMS) Implementation Project**

**Prequalification Questionnaire**

# General Instructions

The responses to the questions below by applicants for prequalification shall provide complete, true, accurate, and up to date information required to enable the MTR Corporation Limited (the Corporation) to prequalify the Applicant to tender for the Contract as described in the Prequalification Questionnaire.

When completing this Prequalification Questionnaire, Applicants shall be aware of the following conditions:

1. The Corporation shall treat all responses in this Prequalification Questionnaire as confidential and undertakes not to disclose the responses to others (with the exception of the Corporation's financial, legal, and insurance advisors and the Government of Hong Kong Special Administrative Region, as appropriate, during the prequalification and the tender assessment period).
2. Completion of the Prequalification Questionnaire shall not bind the Corporation to invite an Applicant to submit a tender and no reasons shall be given for the exclusion of unsuccessful Applicants.
3. The composition of the list of tenderers shall rest entirely with the Corporation and its decisions shall be final.
4. In the event that the applicant has or may have a conflict of interest which may affect its judgment in relation to the contract or its ability to properly discharge the works or services to be delivered (including dealings with third parties), then the applicant shall immediately notify the Corporation as to the nature of the conflict or potential conflict of interest and thereafter shall discuss and agree with the Corporation what action is necessary to resolve the conflict.
5. The Applicant shall not, and shall ensure that its directors, employees, agents, and subcontractors shall not, offer or give any advantage as defined in the Prevention of Bribery Ordinance (Cap. 201) to any employee or agent of the Corporation. Any breach of or non-compliance of this condition by the Applicant shall, without affecting its liability for such breach or non-compliance, result in its application not being considered.

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# Prequalification Questions

1. **Company Profile**

Please specify the company profile including company name, the organization structure, business nature. If the Applicant involves **more than one company in the form of joint venture or prime / sub-contractor(s) relationship**, the information must be provided for each company.

1. **Applicant (Prime)**

|  |  |  |  |
| --- | --- | --- | --- |
| \* items are mandatory to provide information | |  |  |
|  |  |  |  |
|  |  |  |  |
| 1 | Company Name \* |  |  |
| 2 | Hong Kong Business Registration Number \* |  |  |
| 3 | Registered Main Office Address \* |  |  |
| 4 | Corresponding Address |  |  |
| 5 | Fax Number |  |  |
| 6 | Telephone Number |  |  |
| 7 | E-mail Address |  |  |
| 8 | Web Site \* |  |  |
| 9 | Company Size \* |  |  |
| 9.1 | Number of Employees (All Facilities) in   * Hong Kong Office * China Offices * Other Offices. Pls specify |  |  |
| 9.2 | Please provide number of local employees in Hong Kong Office available to provide application/system development and system support and maintenance |  |  |
| 9.3 | Please indicate the value of largest engagement/contract in the past 18 months |  |  |
| 10 | Form of Business (please select one) \* |  | ( ) Subsidiary |
| ( ) Division |
| ( ) Proprietorship |
| ( ) Partnership |
| ( ) Joint Venture |
| ( ) Corporation / Limited Company |
| 11 | Indicate in which years your local office was established in Hong Kong \* |  |  |
| 12 | Professional Certification |  |  |
| 12.1 | Please provide a photocopy of certification which is relevant to this project |  | Certification Year attain Year expire (if any) |
| (a) |  |
| (b) |  |
| (c) |  |
| …... |  |
| 12.2 | Please provide number of employees possessing the Maximo Professional Certification, Microsoft Certification, if any |  | Name of Professional Certification Number of Employees attained |
| (a) |  |
| (b) |  |
| (c) |  |
| … |  |
| 13 | Please provide details of your previous 3 projects with MTRCL for the past 5 years, if any. |  | 1. Project/System name and detailed description 2. Project duration, completion date and geographical location of system implemented 3. Contact person, phone number & email, etc. 4. Contract sum |
| (a) |  |
| (b) |  |
| (c) |  |
|  |  |  |  |

1. **Sub-Contractor**

|  |  |  |  |
| --- | --- | --- | --- |
| \* items are mandatory to provide information | |  | Please replicate this worksheet in case the "Applicant Consortium" is more than one sub-contractor. |
|  |  |  |  |
| 1 | Company Name \* |  |  |
| 2 | Hong Kong Business Registration Number \* |  |  |
| 3 | Registered Main Office Address \* |  |  |
| 4 | Corresponding Address |  |  |
| 5 | Fax Number |  |  |
| 6 | Telephone Number |  |  |
| 7 | E-mail Address |  |  |
| 8 | Web Site \* |  |  |
| 9 | Company Size \* |  |  |
| 9.1 | Number of Employees (All Facilities) in   * Hong Kong Office * China Offices * Other Offices. Pls specify |  |  |
| 9.2 | Please provide number of local employees in Hong Kong Office available to provide application/system development and system support and maintenance |  |  |
| 9.3 | Please indicate the value of largest engagement/contract in the past 18 months |  |  |
| 10 | Form of Business (please select one) \* |  | ( ) Subsidiary |
| ( ) Division |
| ( ) Proprietorship |
| ( ) Partnership |
| ( ) Joint Venture |
| ( ) Corporation / Limited Company |
| 11 | Indicate in which years your local office was established in Hong Kong \* |  |  |
| 12 | Professional Certification |  |  |
| 12.1 | Please provide a photocopy of certification which is relevant to this project |  | Certification Year attain Year expire (if any) |
| (a) |  |
| (b) |  |
| (c) |  |
| …... |  |
| 12.2 | Please provide number of employees possessing the Maximo Professional Certification, Microsoft Certification, if any |  | Name of Professional Certification Number of Employees attained |
| (a) |  |
| (b) |  |
| (c) |  |
| … |  |
| 13 | Please provide details of your previous 3 projects with MTRCL for the past 5 years, if any. |  | 1. Project/System name and detailed description 2. Project duration, completion date and geographical location of system implemented 3. Contact person, phone number & email, etc. 4. Contract sum |
| (a) |  |
| (b) |  |
| (c) |  |
|  |  |  |  |

1. **Financial Information**

Please provide the **last 3 financial years** audit reports of the **Applicant (Prime)** for financial eligibility check.

1. **Applicant’s Experience**
2. **Please state the experience and knowledge in IBM Maximo implementation**.

Please provide project references with required information for **at least two** major customer reference sites that are successfully implemented and highlight the following project characteristics as many as possible: -

|  |  |  |
| --- | --- | --- |
| # | Project Characteristics | Number of Project Reference |
| 1 | Implementation references, in **Hong Kong or global**, for "IBM Maximo Implementation" with:  a) version **7.6 or higher** and  b) in the past **6 years** and  c) for **asset Intensive Industries** such as Railway, Power Plant, Oil & Gas, Facility Management  And **one of the project references** has implementation services quantum **>= HKD 50M** | 2 |

1. Project/System Name, detailed description, number of users using the system
2. Project duration and completion date
3. Customer company name, customer’s reference with contact person, phone number & email, etc.
4. Contract sum
5. Roles and responsibilities of your company in the named project. If other business partners / third parties are involved, please specify the demarcation of works between your company and business partners
6. City and Country of system implemented
7. Software version and release number (VRM) of IBM Maximo Asset Management / Maximo Application Suite implemented
8. Modules/ Applications of IBM Maximo Asset Management and/or IBM Maximo Application Suite (MAS) implemented such as:
   1. Maximo Anywhere; Maximo Mobile; Linear Assets; Health, Safety and Environment; Asset Configuration Manager; Spatial, etc.
   2. Maximo Manage; Maximo Monitor, Maximo Health, Maximo Predict, Maximo Visual Inspection, Maximo Visual Inspection Edge, Maximo Assist, Maximo Safety, etc.
9. System Integration with other applications such as a) Oracle eBusiness Suite, b) PeopleSoft, c) GIS, d) BIM, e) IoT and f) other homegrown systems, if any
10. Applications using one or more AI and Data Analytics of IBM MAS, if any
11. System infrastructure, technical architecture, on-premise / cloud implementation, software name, version and edition of operating system, middleware, development tools, programming languages, database management software, third party software products, etc.
12. **Please state the experience and knowledge in “Data Warehouse and Data Visualization” development project using Microsoft Power BI.**

Please provide project references with required information for **at least 2** major customer reference sites that are successfully implemented and highlight the following project characteristics as many as possible: -

|  |  |  |
| --- | --- | --- |
| # | Project Characteristics | Number of Project Reference |
| 1 | Implementation references, in **Hong Kong**, for “Data warehouse and Data Visualisation” projects using Microsoft **Power BI** in the past **5 years**  And **one of the project references** has implementation services quantum **>= HKD 3M** | 2 |

1. Project/System Name, detailed description, number of users using the system
2. Project duration and completion date
3. Customer company name, customer’s reference with contact person, phone number & email, etc.
4. Contract sum
5. Roles and responsibilities of your company in the named project. If other business partners / third parties are involved, please specify the demarcation of works between your company and business partners
6. City and Country of system implemented
7. Software version and release of Power BI Pro and related Microsoft technologies
8. System infrastructure, technical architecture, on-premise / cloud implementation, software name, version and edition of operating system, middleware, ETL tool, development tools, programming languages, database management software of source system and target system, third party software products, etc.
9. The Applicant must be Microsoft Partner for "Microsoft Azure" competency. Please provide a photocopy of Certificate of Microsoft Partner.
10. **Please state the experience and knowledge in global implementation of Application platform using product-centric methodology.**

Please project reference with required information for major customer reference sites that are successfully implemented and highlight the following project characteristics as many as possible: -

|  |  |  |
| --- | --- | --- |
| # | Project Characteristics | Number of Project Reference |
| 1 | Implementation references, in **Hong Kong or global**, consisting of Application platform development using product-centric delivery methodology, and successful deployment to **two or more** of the following geographies: **Hong Kong, Mainland China** and **Overseas** in the **past 7 years** | 1 |

1. Project/System Name, detailed description, number of users using the system
2. Project duration and completion date
3. Customer company name, customer’s reference with contact person, phone number & email, etc.
4. Contract sum
5. Roles and responsibilities of your company in the named project. If other business partners / third parties are involved, please specify the demarcation of works between your company and business partners
6. City and Country of system implemented
7. System infrastructure, technical architecture, on-premise / cloud implementation, software name, version and edition of operating system, middleware, development tools, programming languages, database management software, third party software products, etc.
8. **Please state the experience and knowledge in delivering Program Management Office (PMO) services, quality assurance services, change management services, system integration services and technical architect services.**

Please provide project references with required information for major customer reference sites that are successfully implemented and highlight the following project characteristics as many as possible: -

|  |  |  |
| --- | --- | --- |
| # | Project Characteristics | Number of Project Reference |
| 1 | Implementation references, **in Hong Kong**, for "**Program Management Office**" services governing large scale program implementation involving **at least 3** different vendors, **integration of multiple systems** (via different projects streams) with an implementation quantum of **>= HKD 50M** in the **past 10 years** | 1 |
| 2 | Implementation references, **in Hong Kong**, for "**Organizational Change Management**" services, involving planning of large-scale system rollout, managing stakeholders' engagement/communications, involving **>= 3000** users, and in the **past 10 years**. | 1 |

1. Project/System Name, detailed description, number of users using the system
2. Project duration and completion date
3. Customer company name, customer’s reference with contact person, phone number & email, etc.
4. Contract sum
5. Roles and responsibilities of your company in the named project. If other business partners / third parties are involved, please specify the demarcation of works between your company and business partners
6. City and Country of system implemented
7. Software vendors/ System Integrators involved
8. Number of systems involved and number of system integration points
9. Business context, frequency, data volume and integration approach/protocol for the system integration points
10. System infrastructure, technical architecture, on-premise / cloud implementation, software name, version and edition of operating system, middleware, development tools, programming languages, database management software, third party software products, etc. for the projects/systems managed by the PMO
11. Describe the methodologies, tasks and deliverables for delivering PMO services, quality assurance services, change management services, system integration services and technical architect services
12. **MTR Corporation is looking for high-calibre project team to handle this project with the scope of services below: -**
13. **Implementation of an Enterprise Asset Management System for managing railway assets of the Corporation using off-the-shelf software package:**
14. **Implementation of IBM Maximo Application Suite (MAS) which integrates with the Finance & Supply Chain Management ERP System: Oracle e-Business Suite, Geographic Information System (GIS), BIM (Building Information Modelling) solution, IoT applications and other existing systems**
15. **Conversion of data from existing systems which are used for managing railway assets**
16. **Implementation of a “Data Warehouse and Data Visualization System” with modernized asset management analytics capabilities with mobile access by Extraction-Transformation-Load (ETL) software, Microsoft Power BI and other latest Microsoft technologies.**
17. **Provision of program management office services, quality assurance services, change management services, system integration services and technical architect services**
18. Please propose the Project Team Structure to handle the above scope of services
    1. If the Applicant involves **more than one company in the form of joint venture or prime / sub-contractor(s) relationship**, the information must indicate that the Reference is from which company.
    2. Please specify the role of each company.
    3. The **number of employees** that possess IBM Maximo skill and competence of job position: Project Manager, Lead Functional Consultant, Functional Consultant, Technical Consultant, Senior Application Developer, Application Developer, etc. as required and proposed in the Project Team Structure must be **at least 15**. Pls fill in the table below.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  | Number of Employees | | |
| # | Company | Job Position | Years of Experience on IBM Maximo for the skill & competence required by Job Position (N) | Hong Kong | Mainland China | Other Offices, pls specify |
| 1 | *Pls fill in company name…* | *Pls fill in job position…* | *Pls fill in years of relevant IBM Maximo experience…* |  |  |  |
| 2 | *Pls fill in company name…* | *Pls fill in job position…* | *Pls fill in years of relevant IBM Maximo experience…* |  |  |  |
| 3 | *Pls fill in company name…* | *Pls fill in job position…* | *Pls fill in years of relevant IBM Maximo experience…* |  |  |  |
| 4 | *Pls fill in company name…* | *Pls fill in job position…* | *Pls fill in years of relevant IBM Maximo experience…* |  |  |  |
|  |  | Total | |  |  |  |
|  |  |  | |  | Total >= 15 |  |

1. The **academic and professional qualification of the key project team members** are specified below. The information must indicate the employer company for each named person.

Project Director #1

1. Degree in Information Technology, Computer Science, Software Engineering or equivalent
2. Relevant certified qualifications, e.g. PMP, is preferred
3. **20+ years** in post-qualification IT experience of which **8 years** must be in similar post (Project Director) playing the role of **Project Director** for at least **one completed project** of **contract sum >= HKD 50M** with **digital business technologies** such as IoT, Artificial Intelligence, Data Analytics, Cloud, Application Program Interface (API) Management; and **software package implementation** and **integration with other systems**
4. Stationed at Hong Kong
5. Fluent in speaking English; Cantonese Speaking is preferred
6. Good command of English writing

Please provide **a) CV and b) relevant project reference**.

Project Manager #1

1. Degree in Information Technology, Computer Science, Software Engineering or equivalent
2. Relevant certified qualifications, e.g. PMP, is preferred
3. **15+ years** in post-qualification IT experience of which **8 years** must be in similar post (Project Manager) playing the role of **Project Manager** for **at least one completed** "IBM Maximo Implementation" project in past **10 years**
4. Good people management skills are essential
5. Solid experience in using industry standard methodology
6. Self-motivated with good communication, interpersonal, liaising and supervisory skills
7. Stationed at Hong Kong
8. Fluent in speaking English; Cantonese Speaking is preferred
9. Good command of English writing

Please provide **a) CV and b) relevant project reference**.

Lead Functional Consultant #1 and #2

1. Degree in Information Technology, Computer Science, Software Engineering, Mechanical / Electrical / Electronic Engineering discipline or equivalent
2. **10+ years** in post-qualification IT experience of which **8 years** must be in similar post of **Lead Functional Consultant** for **at least two completed** "IBM Maximo Implementation" project in past **6 years**.
3. Possess Requirement analysis, application design and configuration skills on "IBM Maximo"
4. Good people management skills are essential
5. Solid experience in using industry standard methodology
6. Self-motivated with good communication, interpersonal, liaising and supervisory skills
7. Stationed at Hong Kong
8. Fluent in speaking Cantonese and English
9. Good command of English writing

**Please provide a) CV and b) relevant project reference for Lead Functional Consultant #1 and #2.**

Technical Consultant #1 and #2

1. Degree in Information Technology, Computer Science, Software Engineering or equivalent
2. **8+ years** in post-qualification IT experience of which **5 years** must be in similar post of **Technical Consultant** for **at least two completed** "IBM Maximo Implementation" project in past **6 years.**
3. Possess design & development skills for customisations, reports, system integration and data migration on "IBM Maximo"
4. Good people management skills are essential
5. Solid experience in using industry standard methodology
6. Self-motivated with good communication, interpersonal, liaising and supervisory skills
7. Stationed at Hong Kong
8. Fluent in speaking Cantonese and English
9. Good command of English writing

**Please provide a) CV and b) relevant project reference for Technical Consultant #1 and #2.**

Technical Architect #1 and #2

1. Degree in Information Technology, Computer Science, Software Engineering or equivalent
2. **8+ years** in post-qualification IT experience of which **3 years** must be in similar post of **Technical Architect** with Technical Architect skills for design & implementation of **Application Program Interface (API) Gateway as well as Microservices**
3. Good people management skills are essential
4. Solid experience in using industry standard methodology
5. Self-motivated with good communication, interpersonal, liaising and supervisory skills
6. Fluent in speaking English, Cantonese Speaking is preferred
7. Good command of English writing

**Please provide a) CV and b) relevant project reference for Technical Architect #1 and #2.**

1. **Applicant’s Onshore/Offshore Development, Maintenance & Support Services and** **Intellectual Property**
2. Onshore/ Offshore Development Arrangement

Please state whether this Project will be carried out in your development site outside Hong Kong. If yes, please elaborate the roles and responsibilities of Hong Kong team and offsite development team; and how the offsite development team is managed.

1. Maintenance & Support Services

Please describe the company & location of your maintenance & support team, helpdesk services, methodology and service level, etc.) proposed for this Project.

1. Intellectual Property

Please describe the IP ownership arrangement for this Project.

1. **Supplier Code of Practice**

Applicant is required to comply with the Corporation’s Supplier Code of Conduct.  This provides an ethical and behavioural framework for contractor doing business with the Corporation.

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On behalf of the management and staff, I confirm full compliance with this Ethical Code of Conduct.

(to be signed by the Chairman, CEO, Human Resources Director or a member of Senior Management)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Signature: |  |  | Date: |  |
| Name / Title: |  |  | Company: |  |
| And |  |  |  |  |
| Signature: |  |  | Date: |  |
| Name / Title: |  |  | Company: |  |