



A Project / Contract Management, Monitoring and Evaluation System

Features

- Web-based system with fully functional mobile interface
- Scalable and secure system which grows along with your needs
- Role, Area and Project Controlled Access prevents unauthorized users from making changes
- Domestic and international funded projects function in multi-currency environment
- Financial and physical progress monitoring in each step of the project life cycle
- File / Document Management system helps store and send documents instantly
- Procurement & IPC Tracking helps stay on top all logistic needs
- Mobile Interfacing / Integration helps manage your project on the go, anywhere, anytime
- GIS Interfacing / Integration helps keep tabs on project locations through geo-tagging
- "S" Curve Reports, in rich graphics help visualise the performance of your project over time
- Financial management reports keeps your finances healthy and within budget limits
- SMS and e-mail alerts in all modules ensure you stay on top of things at all times

Benefits

- Identifies potential project problems at an early stage and proposes possible solutions
- Tracks budgets and timelines with configurable alerts and project results using indicators with benchmarks
- Ensures smooth flow of information in real-time across the project hierarchy without gaps ensuring faster decision making at all levels
- Provides access to project performance details to all constituents, making it easy to report your Infrastructure projects to relevant stakeholders including government and approval authorities
- Enhances project management processes, promotes learning and keeps your project team together
- Significantly increases a project's success rate, ensures timely delivery, without compromising on the quality of output

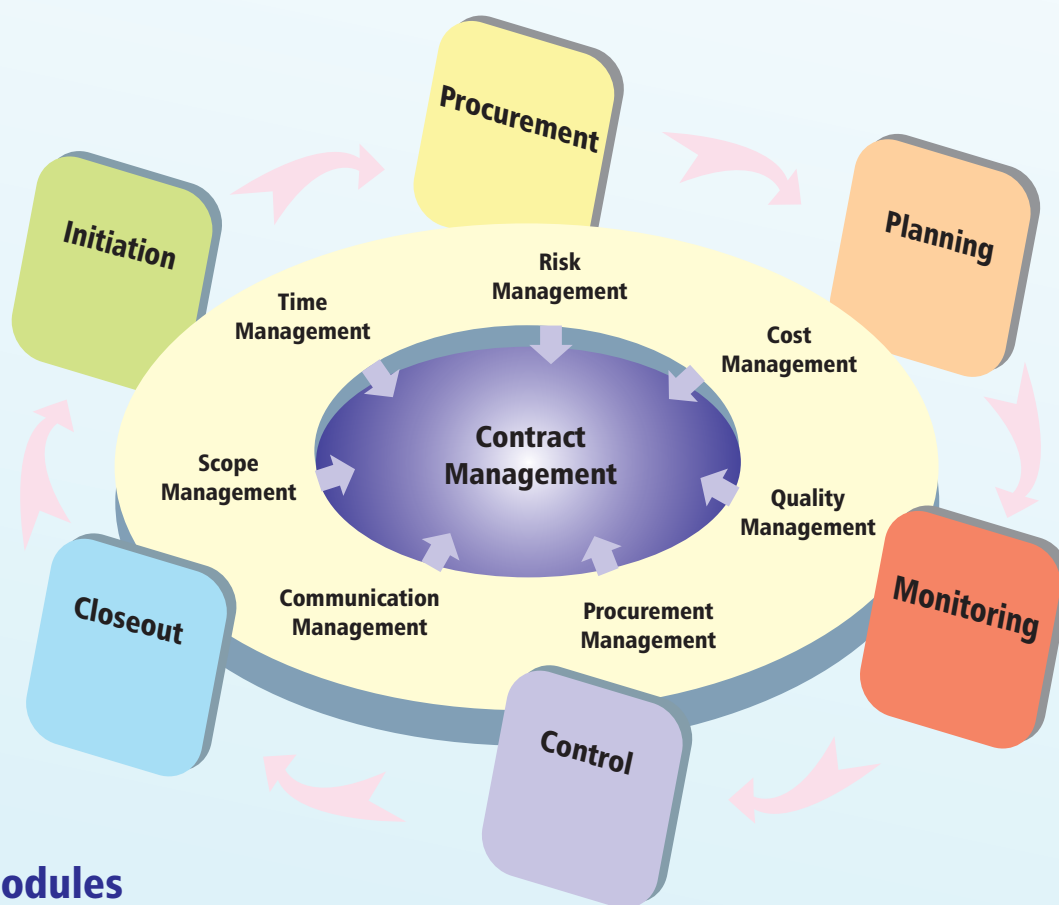
Project Monitoring and Evaluation is an important part of each phase of a project life cycle in any organisation. Globalization and its ripple effect has increased pressure on Governments, public sector organizations and infrastructure companies to be more proactive and responsive to the demands from internal and stakeholders for better quality, transparency and accountability, good governance, and delivery of effective and world class infrastructure.

The need is more so in the Infrastructure sector given the huge volume of money and effort that goes into each project cycle. A failure in any one part of the cycle can disrupt the whole project, and in effect lead to catastrophic problems. Given the critical nature of Infrastructure projects, the need for a project feedback and management system to continuously monitor and evaluate each step of the project life cycle is now more than ever.

SATRA's Project Management System (PROMAN) is an off-the-shelf web-based, integrated Project / Contract Management, Monitoring and Evaluation system. Built on a multi-tier distributed architecture, PROMAN provides comprehensive, accurate and up-to-date Project/ Contract management information through role-based access to users across the organization.

- PROMAN is designed and built to work as a turnkey solution for most organizations with minimum configuration effort. On the other hand, PROMAN also has highly configurable options to achieve highly specific and specialized tasks.
- PROMAN is designed to enhance the effectiveness of implementation agencies through the establishment of well-defined responsibilities in all aspects of contract management, monitoring and evaluation.
- PROMAN assists agencies in reviewing and making decisions on the project by providing relevant information. Such a regulated system provides agencies with clear insight at project, programme and strategic levels of decision making, thereby aiding performance and accountability. This is achieved by PROMAN's monitoring of overall work status assessment, progress achievement assessment and future programme planning.

Project Life Cycle



Modules

ADMINISTRATION

- Allows users to administer and configure PROMAN to the client's needs;
- Allows users to define user roles with appropriate user access levels;
- Allows users to define/ configure master data.

USER DASHBOARD

- Provides users with an inbox describing pending tasks of respective users;
- Displays status of projects/contracts assigned to respective users;

INITIATION (Annual Work Plan)

- Guides the user through initiation process that includes uploading of Annual Work Plan, identifying and defining the scope of projects;
- Facilitates recording of project activities, size, duration, fund requirement and sources and project prioritization etc.;
- Allows user to review the status of projects categorized by intervention (Rehabilitation, Periodic Maintenance, Routine Maintenance, Upgrading etc..)
- Allows user to define associated packages under projects;
- Provides various drill-down reports of Annual Work Plan, projects and packages.

PROCUREMENT

- Contains various methods and stages of procurement process;
- Allows users to define procurement plan, tracking of procurement cycle, auto-generate contract/tender codes, Engineering BOQs and generate procurement evaluation reports;
- Allows users to finalise Requirements for pre-qualification;
- Allows users to send invitations to selected Agencies for pre-qualification (Request For Qualification);
- Facilitates users to evaluate RFQ applications and pre-qualification of Agencies;
- Facilitates users to issue of Request for Proposal (RFP);
- Facilitates users in Tenders tracking / evaluation process;
- Facilitates users to track contract negotiations, finalization and awarding of the contract;
- Facilitates users to define Contract Agreement;
- Allows users to define multi Currencies (One local currency and any three external currencies);
- Allows the users to define Variation Orders;
- Provides various drill-down and management reports.

PLANNING

- Plays a vital role in the planning or setting up the project/contract;
- Enables management to define project resources, work program and maintain and track project assets;
- Helps in avoiding human errors and recognizing the hidden activities and costs;
- Allows users to define financial and physical plan until the end of the project;
- Allows users to define Project/Contract work plan by detailed identification of each task and assignment until the end of the project/contract;
- Allows users to identify resources, maintain Bill of Quantities (BOQs), deliverables and items details;
- Allows users to generate various planning stage reports.

PROGRESS (MONITORING & CONTROL)

- Guides through various stages of the execution phase and provides necessary reports for better control over project performance;
- Facilitates users to identify changes required in Contractors' / Consultants' / Suppliers' Work Programme for timely completion of the project;
- Facilitates users to define, monitor and evaluate works executed (Request for Inspection (RFI) records and Non Confirming Performance Notes (NCPN) records);
- Allows users to track/manage funds received from external / local funding agencies.
- Facilitates users to identify and evaluate project variations;
- Allows user to maintain price/quantity variations, price adjustments and escalation details etc.;
- Allows users to monitor and track Interim Payments Certificates (IPC);
- Facilitates integration with external Finance Systems for tracking of payments;
- Allows user to generate various reports such as physical progress, financial progress including S-curves etc.

CLOSE OUT

- Evaluates project performance by comparing planning against execution of the projects;
- Allows users to issue provisional / completion certificates;
- Allows users to evaluate deliverables and perform quality management checks;
- Allows users to record issues faced, lessons learnt and remarks / feedback.

REPORTS

- Allows user to view and generate various reports for head office, implementation unit, sub-implementation unit and external agencies / offices etc.
- Following are some of the standard reports:
 - Annual work plan report
 - Financial report
 - Summary of sources and funds usage.
 - Funds usage by work program
 - Cash withdrawal
 - Cash forecast
 - Project performance evaluation report
 - Funds requirement by Contracts
 - Financial progress (S Curve Graph)
 - Voucher details
 - Consultant expenditure details
 - Contractor expenditure details
 - Received funds details
 - Liability report
- Allows users to design and include more reports;

FILE / DOCUMENT MANAGEMENT

- Guides through various stages of project life cycle and provides necessary options to upload and view documents;
- Allows users to store and maintain various project initiation documents electronically;
- Allows users to store and maintain various stages of contract documents electronically;
- Allows users to store and maintain Contract Agreement documents;
- Allows user to store and maintain BOQ Templates for physical planning and monitoring;

CORRESPONDENCE MANAGEMENT

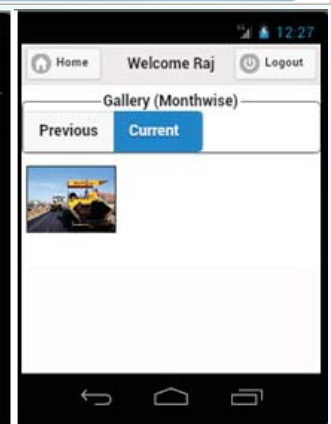
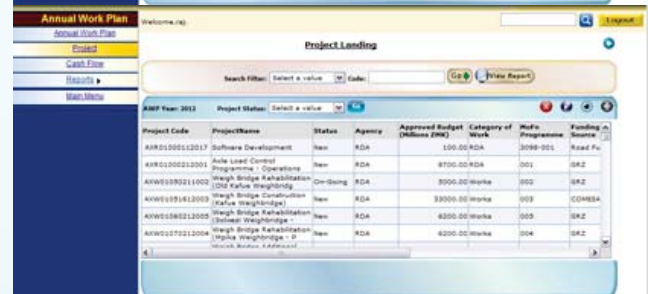
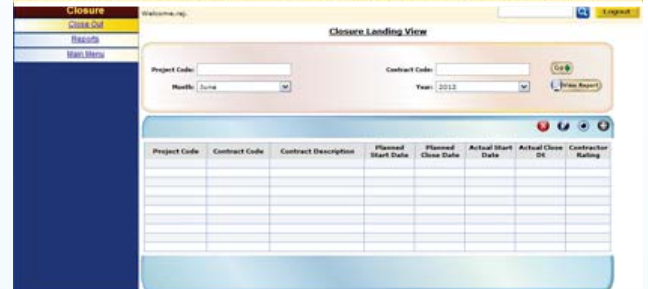
- Guides through various stages of project life cycle and provides necessary options to send invitations to consultants, contractors, suppliers etc.;
- It allows users to issue standard or pre-defined letters via automated email during the life cycle of the projects;
- Send alerts or notifications to assigned officials about key project dates over e-mail etc.

MOBILE INTERFACING / INTEGRATION

- Runs on any android based mobile phones
- User can login to the application using provided login details
- User can view assigned list of projects
- User can capture project site photos and upload them by automatic/manual assigning of geo data
- User can upload the inspection reports directly from site by providing inspection details like comments, date of inspection, self picture

GIS INTERFACING / INTEGRATION

- User can view project locations on the map
- User can select the project location on map and view project details, progress
- User can view/edit Geo-tagged project photos data



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