

**REQUEST FOR QUOTES**  
**for the**  
**Development of Mobile Application**  
**for the Event Management**



## Contents

<b>1</b>	<b>About IBA:</b> .....	<b>4</b>
<b>2</b>	<b>Purpose:</b> .....	<b>4</b>
<b>3</b>	<b>Scope:</b> .....	<b>4</b>
<b>1.</b>	<b>Functional Features</b> .....	<b>5</b>
<b>1.1.</b>	<b>Super Admin Portal</b> .....	<b>5</b>
1.1.1.	Login and Authentication.....	5
1.1.2.	View/Update the Profile .....	5
1.1.3.	Location Management .....	5
1.1.4.	Admin Management .....	5
1.1.5.	Add/View/Update/Delete Participants.....	5
1.1.6.	Add/View/Update/Delete Sponsors .....	5
1.1.7.	Add/View/Update/Delete Event.....	5
1.1.8.	Add/View/Update/Delete Gallery .....	6
1.1.9.	Add/View/Update/Delete Pre and Post Questionnaire.....	6
1.1.10.	Add/View/Update/Delete FAQs .....	6
<b>1.2.</b>	<b>Admin Portal</b> .....	<b>6</b>
1.2.1.	Login and Authentication.....	6
1.2.2.	View/Update the Profile .....	6
1.2.3.	Add/View/Update/Delete Participants.....	6
1.2.4.	Add/View/Update/Delete Sponsors .....	7
1.2.5.	Add/View/Update/Delete Event.....	7
1.2.6.	Add/View/Update/Delete Gallery .....	7
1.2.7.	Add/View/Update/Delete Pre and Post Questionnaire.....	7
1.2.8.	Add/View/Update/Delete FAQs .....	7
<b>1.3.</b>	<b>Mobile App for Attendee</b> .....	<b>8</b>
1.3.1.	Attendee Registration .....	8

1.3.2.	OTP Verification .....	8
1.3.3.	Home Screen of the App .....	8
1.3.4.	View Participants of the Event.....	8
1.3.5.	View Sponsors of the Event .....	8
1.3.6.	View Event Details .....	8
1.3.7.	Pre Event and Post Event Questionnaires.....	9
1.3.8.	View FAQs .....	9
1.3.9.	Share .....	9
	Project Duration:.....	10
<b>4</b>	<b>Shortlisting Criteria:.....</b>	<b>10</b>
<b>5</b>	<b>Confidentiality:.....</b>	<b>11</b>

## 1 About IBA:

The IBA Karachi today sets a standard that other institutions emulate, and serves as a beacon of hope and success for students across the nation. The Institute has gone through major changes over past six decades in order to embrace a wider set of disciplines in its curricula. During the 10 years, the institute has witnessed massive developments in all areas ranging from IT infrastructure, Technology Enhancement, ERP Implementation, e-Learning Solutions & Digitalization, Accreditations, introducing new Programs, Increasing Research activities and organizing National & International Conferences; thus changing IBA's physical and academic landscape.

## 2 Purpose:

The objective of this assignment is to identify and select a software development/ IT vendor firm with proven experience in developing and implementing Event Mobile Application System with Integrated Backend functionality. The bidder will provide off-the-shelf solution which can be deployed and implemented in a shortest span of time.

### Scope:

The scope of this project will cover the following key Objectives.

- Deliver Event Management mobile app in a dynamic & engaging manner.
- Manage & track Participants of Event.
- Native app compatible with on Apple iOS 9.0 or later and Android 4.1 or later.
- Management of Live Streaming on Facebook & YouTube.
- Integrations available with Mail chimp or other email, WhatsApp & SMS API.

The salient features of the system should include but not limited to the following:

## 1. Functional Features

### 1.1. Super Admin Portal

Super Admin User will be able to perform following functionalities:

#### 1.1.1. Login and Authentication

- Super Admin has to login to access the Web Portal

#### 1.1.2. View/Update the Profile

- Super Admin can View the details of his Profile
- Super Admin can Edit the details of his Profile

#### 1.1.3. Location Management

- Super Admin can add new locations
- Super Admin can edit location
- Super Admin can delete the locations

#### 1.1.4. Admin Management

- Super Admin can create new admins
- Super Admin can view the details of an admin
- Super Admin can ACTIVATE/DEACTIVATE an admin

#### 1.1.5. Add/View/Update/Delete Participants

- Super Admin can Add the Participants
- Super Admin can View the added Participants
- Super Admin can Edit the details of Participants
- Super Admin can Delete the Participants

#### 1.1.6. Add/View/Update/Delete Sponsors

- Super Admin can Add the Event Sponsor
- Super Admin can View the added Event Sponsor
- Super Admin can Edit the details of Event Sponsor
- Super Admin can Delete the Event Sponsor

#### 1.1.7. Add/View/Update/Delete Event

##### 1.1.7.1. Add Events

- Super Admin can add the Events and its details e.g. Description and Venue
- Super Admin can add multiple sessions for an event and add their details e.g. Timings, Location, Description, Chairperson and Participants

- Super Admin will be able to add Sponsors of an Event

#### **1.1.7.2. View/Edit Events**

- Super Admin can Edit the details of Pre Added Events
- Super Admin can View the added Events
- Super Admin can Delete the added Events

#### **1.1.8. Add/View/Update/Delete Gallery**

- Super Admin can add the images of an Event in the Event Gallery
- Super Admin can View the added images in the Event Gallery
- Super Admin can Delete added images from the Event Gallery

#### **1.1.9. Add/View/Update/Delete Pre and Post Questionnaire**

##### **1.1.9.1. Add Pre and Post Questionnaires**

- Super Admin can add the Pre and Post Event Questionnaires
- Super Admin can also view the Attendees responses on questionnaires

##### **1.1.9.2. View/Edit/Delete**

- Super Admin can View the Pre and Post Event Questionnaires
- Super Admin can Edit the Pre and Post Event Questionnaires
- Super Admin can Delete the Pre and Post Event Questionnaires

#### **1.1.10. Add/View/Update/Delete FAQs**

- Super Admin can Add the FAQs
- Super Admin can View the added FAQs
- Super Admin can Edit the details of FAQs
- Super Admin can Delete the FAQs

## **1.2.Admin Portal**

Admin User will be able to perform following functionalities:

### **1.2.1. Login and Authentication**

- Admin has to login to access the Web Portal

### **1.2.2. View/Update the Profile**

- Admin can View the details of his Profile
- Admin can Edit the details of his Profile

### **1.2.3. Add/View/Update/Delete Participants**

- Admin can Add the Participants
- Admin can View the added Participants

- Admin can Edit the details of Participants
- Admin can Delete the Participants

#### **1.2.4. Add/View/Update/Delete Sponsors**

- Admin can Add the Event Sponsor
- Admin can View the added Event Sponsor
- Admin can Edit the details of Event Sponsor
- Admin can Delete the Event Sponsor

#### **1.2.5. Add/View/Update/Delete Event**

##### **1.2.5.1. Add Events**

- Admin can add the Events and its details e.g. Description and Venue
- Admin can add multiple sessions for an event and add their details e.g. Timings, Location, Description, Chairperson and Participants
- Admin will be able to add Sponsors of an Event

##### **1.2.5.2. View/Edit Events**

- Admin can Edit the details of Pre Added Events
- Admin can View the added Events
- Admin can Delete the added Events

#### **1.2.6. Add/View/Update/Delete Gallery**

- Admin can add the images of an Event in the Event Gallery
- Admin can View the added images in the Event Gallery
- Admin can Delete added images from the Event Gallery

#### **1.2.7. Add/View/Update/Delete Pre and Post Questionnaire**

##### **1.2.7.1. Add Pre and Post Questionnaires**

- Admin can add the Pre and Post Event Questionnaires
- Admin can also view the Attendees responses on questionnaires

##### **1.2.7.2. View/Edit/Delete**

- Admin can View the Pre and Post Event Questionnaires
- Admin can Edit the Pre and Post Event Questionnaires
- Admin can Delete the Pre and Post Event Questionnaires

#### **1.2.8. Add/View/Update/Delete FAQs**

- Admin can Add the FAQs
- Admin can View the added FAQs
- Admin can Edit the details of FAQs
- Admin can Delete the FAQs

### 1.3.Mobile App for Attendee

Attendee User will be able to perform following functionalities via Mobile Application:

#### 1.3.1. Attendee Registration

- Attendee will have to register itself to use the application

#### 1.3.2. OTP Verification

- Attendee registration will be confirmed after OTP verification

#### 1.3.3. Home Screen of the App

- Home screen will contain following elements:
  - IBA Banner
  - Time Countdown Banner
  - Icons
    - Program
    - Speakers
    - Sponsors
    - My Profile
    - View and Edit the Profile
    - FAQs
    - Live Feed
    - Social Icons

#### 1.3.4. View Participants of the Event

Profile Book of all the participants of the event will be displayed.

#### 1.3.5. View Sponsors of the Event

Attendee will be able to view the Sponsors of the event.

#### 1.3.6. View Event Details

There will be two Tabs on this Screen:

- Event Tab
  - Title of Event
  - Venue of the Event
  - Starting Date 'till' Ending Date
  - Day of Event
  - Duration of Event
  - Description
  - Icons
  - Calendar (Synchronization with built-in calendar app)
  - Event Gallery
  - Live Feed



- Facebook
  - YouTube
  - Post Questionnaire (Available 1 hour prior to event end time)
- Sessions Tab
  - List of all Sessions including Title, Date & Time and Main participant
  - Clicking on one session entry opens session details:
    - View Session Details
      - Title of the Session
      - Description (Selectable text, user will be able to copy zoom links)
      - Date and Time
    - View Participants of a Session
      - Name
      - Organization
      - Designation in the Event
      - Photo

### **1.3.7. Pre Event and Post Event Questionnaires**

Attendee will be able to submit its reviews in the form of Pre and Post Event Questionnaires.

### **1.3.8. View FAQs**

Attendee will be able to view the FAQs

### **1.3.9. Share**

A share icon in the upper right corner will be displayed on Home Screen. By clicking the icon a message will containing the AppStore and PlayStore links of the App will be generated, and attendee will be able to send that message via messaging apps like WhatsApp.

## Project Duration:

IBA Karachi is looking rental based services for Event Mobile Application System. The total duration for the completion of this Project will be 10 days from the date of signing of the contract.

## 3 Shortlisting Criteria:

In evaluating the relative merits of firms bidding for the project, the evaluation committee will take consideration on below given points:

- i. Demonstrated experience in carrying out similar projects, as outlined above.
- ii. Must have completed at least 2 similar projects.
- iii. The quality and relevant experience of individual staff members proposed by the firm including the leadership quality for accomplishment of this assignment shall be minutely examined while shortlisting the consultant by IBA Karachi.
- iv. The consulting firm must be registered with tax department. (Attach relevant Documents)
- v. The consulting firm must provide names of at least 5 clients along with their contact details for whom the company has completed software development projects.
- vi. Please mention the Association / Affiliation/ Partnership/ Certification with relevant bodies / entities like SECP, PSEB, P@SHA, relevant standards of ISO / TQM /CMMI (level), IEEE etc. (Relative grading for shortlisting will be carried out so please mention all kind of association / affiliations/ certifications that the consulting firm may have along with documentary evidences)

## **4 Confidentiality:**

The selected firm would ensure that all the data/Information collected under this project is kept confidential and will be the sole and exclusive property of IBA Karachi. The consulting firm will not, acquire any right, title or interest in or to any of the confidential information collected for this consultancy.