



# NamLEX

Nam web-based  
**Proposal Information  
and Management  
System**

As an attempt to build a technology backbone stack for Nam Technologies, Inc., we devised our own R&D facility where we continuously invest in building Commercially of The Shelf (COTS) products. Each of our solution provides the highest functionality for the respective business to its core.

We ensure that each of our products are a right fit and choice with the required performance and quality standards to that of our clients.

## NamLEX

NamLEX is a commercial off-the-shelf COTS and customizable software application that provides an integrated web-based application that collects, analyzes and reports data elements of proposal information and data management system.



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## BACKGROUND

There is a need for solution that achieves maximum collaboration among proposal writers, SME's, other proposal teams and bring organized view of all variables to ensure nothing falls through the cracks in the efforts of developing a Business Proposal. Proposal writing and developing efforts demand extensive time and resources from businesses but can be complicated to manage. The sync-up between case stakeholders and effective information sharing is critical to achieve the defined proposal/document management utility outcomes/goals.

Our founders realized that managing proposals for the multiple contracts with local/state/federal agency teams and tasks beyond the organization boundaries has numerous challenges. Our team understands that even the relatively small proposal writing effort can involve tracking dozens of past proposals, reviewers, compliance requirements, multiple reviews and approvals.

Our team understands that NamLEX (**Nam** Lexicon **EX**change, a web-based Proposal Information and Management System) boosts the level and array of Proposal Writing and Management services available. With so many proposals to respond, proposal writers or managing teams can't afford to losing time shuffling through historical files to manage proposal service requests, authorizations, and Individualized solution Plans. Outside of the normal Proposal administration activities, the responding agency staff often have to comply with varied regulations and compliance reporting.

The spreadsheets, outdated legacy systems cannot effectively manage high volume with 100% accuracy and real-time case insights. Businesses need vital resources right now and managing proposal documents while cultivating stakeholder relationships that can be tedious and time consuming when working particularly on multiple contract vehicles. The problem is multi-fold when users/stakeholders operating from multiple locations, time zone difference. It is imperative to have enterprise-wide Proposal Management System that centralize all data sets, bring all stakeholders on one platform.



## SOLUTION

NamLEX solution (under development) is SaaS-based, Cloud-hosted platform that works from any remote location, accessible 24x7 via web & mobile browsers on (Desktop, Laptop, Tablet, Smartphones) to give you complete transparency into proposal records, customer profile, business reports, resource availability. All related stakeholders are notified through flag message, automated notifications (text and emails). Captures all required proposal characteristics. The solution would meet RSA-911 reporting requirements. Empower staff to prepare and submit accurate proposal status reports with fewer hours and less manual preparation.



By automating processes, the solution supports collaborative proposal development and enables agencies to better manage their workloads. Features like task lists, MS-Outlook integrations, real-time dashboarding, correspondence wizards, and built-in alerts (emails & text) allow proposal teams to spend less time on administrative work and more time in front of their solution/clients. Client-specific information, such as proposal records, is attached to the client profile and can be associated with multiple solicitation documents, while case-specific documents like problem specifications and buyers are only associated with that case. The end result is that one large proposal file is separated and organized to improve the way one can manage, store, and retrieve proposal information.

The platform provides users with a centralized web portal, accessible via industry known web browsers, where applicants can easily create profile/account, search and view available open solicitations, check for minimum qualifications criteria, automatically match them to eligible, submit their applications and track status. The solution enables users to securely fill out eligible assistance request forms, upload supporting materials, and more. Implementing our solution, the clients can witness faster and easier proposal writing process that effectively handles volumes of proposal received. Our intent is to customize our application to respective client's environment.

Because the software is web-based, any authorized user with an Internet connection can access the system. Information is available shared across all users basing on their roles. The users can access their proposals work online to get status updates, schedule, and reschedule appointments, and communicate with their SME's. The proposed solution is ADA compliant (Americans with Disabilities Act Standards) and adopts WCAG principles. Our development team continue to lay focus on accessibility features and integrate new technological tools for alternative methods of data access.

## HIGH-LEVEL FEATURES

- Online applications, allowing users to easily access proposal records.
- Built-in communication functionality to communicate securely and seamlessly with applicants and staff.
- Management for proposal tracking, status updates and approvals.
- Audit functionality to ensure accurate and timely case closure and regulatory compliance
- Analytics and reporting, making internal and external review of program implementation simple and straightforward.
- Quick Implementation process
- 24x7 Technical helpdesk support



## FOOT NOTE

The solution is highly customizable across enterprises. The system is well configured with recommended data fields, GUI controls, web forms, application messaging, banners, drop-down options, case lifecycle stages, status milestones, user roles, operational metrics. The solution has been designed for long-term use—it will store all proposal information securely for years to come, providing a repository from which appropriate data can be retrieved if a legal or audit issue should arise in the future. The solution is aimed to include provisions for numerous data integrations with any ERP systems to combine as required.