

Request for Proposal

Procurement of Tape Library LTO8

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Proposals Submission Dead line Date: 14 June 2022 02:00 PM

Opening of Technical & Financial Bid: 14 June 2022 02:30 PM

First Women Bank Limited

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Proposal

This is single stage two envelope bidding procedure as per PPRA rules. The bidders shall submit their proposals in one sealed envelope containing two different separate sealed envelopes marked as “Technical Proposal” and “Financial Proposal” . Only Technical proposal envelope will be opened in the presence of bidders and Financial proposal envelopes will stay in FWBL custody till the opening of Financial bids.

Financial proposals will only be opened for bidders that met “Eligibility Criteria” and minimum requirement specification documented under section “Term of Reference” in this RFP document. Sealed financial bids will be returned to bidders that did not qualify for financial evaluation. Final date of opening of Financial Bids which will be communicated to all the bidders in advance.

Further final evaluation reports containing evaluation of including technical and financials will be published on FWBL website and PPRA as well.

Successful bidder who qualifies with the combined evaluation, a meeting with the FWBL’s management will be held to discuss in details the exact requirements and procedures to be followed in conducting this assignment.

After the finalization of combined evaluation the qualifying organization will be issued “Letter of Intent” which will be followed by the Service agreement and Service order.

Submission Details

Submission Deadline

All proposal submissions for responding to this request must be submitted on or before 14 June 2022 02:00 PM in a single sealed envelope containing two sealed envelopes.

Submission will be valid if:

- Responses to RFP are submitted no later than 14 June 2022 02:00 PM at FWBL, Head Office GF-2 Reception Area, S.T.S.M Foundation Building, CL-10/20/2, Beaumont Road, Civil Line, Karachi.
- Bids shall be submitted in a Single sealed envelope containing two sealed envelopes containing "Technical & Financial Proposal".

Submission Questions & Clarifications

You may contact the following person if you have any questions or require clarification on any topics covered in this Request for Proposal:

Name: Naveed Ali
Email: ali.naveed@fwbl.com.pk

All queries for the subject tender (if any) should be sent to above mentioned email address at least 05 working days prior to bid opening date.

FWBL is requesting Technical and Financial Proposal from qualified bidders for delivery and deployment of Tape Library as per specification requirements specified in this RFP document.

Eligibility Criteria

Bidders of this RFP will be eligible only if they fulfill the following criteria at minimum:

- The bidder should be registered with Federal / Provincial Tax authorities in Pakistan.
- Bidder to provide an affidavit on a stamp paper confirming compliance with the following terms in order to be eligible for participation against this RFP
 - o Bidder or any of its associated Parent / Affiliated / Subsidiary company should not have been blacklisted from participating in any public sector bids / RFPs / tenders.
 - o Bidder and/or it's Owners, Directors, or Partners should be not listed in any of the International/Local Sanctions or ATA list, as required by the local regulator.
- The Bidder should have minimum annual turnover of Rs. 25 Million during each of the last three financial years and must submit their audited financial reports or Income Tax returns.
- The Bidder should have experience of supplying, deploying and maintaining backup solution for at least 3 clients with project engagement of at-least PKR 3 million per project, as on the date of submission of the bid. Relevant Purchase order, copy of signed contract or similar document that can provide evidence of such engagements must be submitted.
- The bidder must have been in operation for at least three years in related to supply and commissioning of Tape Library Solution.
- Bidder must be an original equipment manufacturer (OEM) or an authorized reseller of the proposed product as per terms of this RFP. The bidder must be an OEM partner of the proposed solution for at-least two years and must have valid Agreement of Partnership with the principal.
- The bidder must propose two Certified Technical Engineers for this implementation. Profiles of the proposed resources must be included in the technical proposal.
- Bidders proposed hardware solution must meet technical specifications requirement as specified in Terms of Reference section.
- Submission of bid bond equivalent of 5% of the commercial bid (inclusive of applicable taxes). Bidder's to ensure that Bid Bond related documents are only included in financial proposal envelope.

Terms of Reference

The successful bidder is required to perform the following tasks:

- Delivery of equipment as per BOQ items and associate related warranty in OEM’s portal.
- Bidder to submit their detail quotation including all accessories with part # and any software / service / support licenses recurring price along with BOQ
- The successful bidder will be responsible for supply, installation and configuration, commissioning of Tape Library and must provide 3 years’ maintenance support (with parts)
- Bidder will periodically test and validate the agreed setup, configuration and health of the equipment and must submit its reports.
- Bidders should provide faulty part replacement support 24x7x4 throughout the maintenance period, including public and Gazette holidays.
- Design & Implement complete Backup Policies as per FWBL business requirement
- Complete configuration of Clients that will be backed up on the proposed solution(All OS which are operational in FWBL)
- Bidder must provide at-least three months of technical support (after implementation / post Go-Live).
- The bidder must provide a “Low Level Design Document” before implementation of the proposed Solution
- The solution must be compatible with VERITAS Backup solution.
- The Bidder must propose at-least two certified technical resources (assigned to FWBL Project (as primary and backup technical resource) with expertise and certification in proposed solution.
- Bidder must ensure that proposed resources will be assigned to this project until successful completion. In case, a change in technical resource is required, it must be approved in writing.
- Bidder’s proposal for hardware must meet the stated requirements of the RFP in all respects without substitution or alteration of required functionality.

All the required Software must be included with the Hardware to make it operational.

S.#	COMPONENT	Hardware Description / QTY
1	Tape Library	Quantity = 01, min LTO8
2	Tape Drives	2xLTO 8 FC-HH Tape Drive
3	Cartridges Slots	40 or more cartridge slots
4	Cleaning Cartridges	Quantity = 5 – With Barcode Labels
5	Backup Applications Support	Ability to integrate with backup and archival applications (e.g. NetBackup, Veeam)
6	Data Cartridge LTO8	Quantity = 20 with Barcode Labels
7	Power Supply	Redundant hot-swappable power supplies with redundant fans
8	Accessories	Power Cords, Server railings, and other standard accessories

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9	HPE 8Gb Dual Channel PCIe to FC HBA Model # AJ764A	Quantity = 1
10	Deskside Power cord	Quantity = 2 - 250V 10A 2M C13
11	Supported OS	Windows, Linux
12	Warranty / Support	3 Years Premium 24/7 Principle Support
13	Tape Library must be scalable up to 3 FC drives	

Submission Timeline & Location

FWBL reserves the right to modify below timeline at any time. Should the due date for proposals be changed, all prospective respondents shall be notified. The proposal must follow as per the following high level schedule.

Location and Timing

Bids/Proposals must be delivered to the FWBL, on or before **14 June 2022 02:00 PM**.

Technical proposal will be open on the same date at FWBL, Head Office GF-2 Reception Area, S.T.S.M Foundation Building, CL-10/20/2, Beaumont Road, Civil Lines, Karachi.

Milestone	Date
RFP Released	28 May 2022
Proposal Submission Due Date	14 June 2022 02:00 PM
Opening of Technical Bids	14 June 2022 02:30 PM
Opening of Financial Bids	To be decided later

As a result of this Request for Proposal, FWBL may do one of the following at its discretion:

1. Award a contract for this Request for Proposal on the basis of prescribed evaluation criteria.
2. Cancel the whole process.

Proposals Evaluation Criteria

The bidder with lowest financial bid (inclusive of applicable taxes) will be considered as the lowest bidder for further evaluation of documents and provide the solution as per the above mentioned TORs.

This is contingent on the requirement that proposed solution **“MUST”** meet all the requirement specification documentation under section **“Term of Reference”** and bidder meets all condition required in **“Eligibility Criteria”** .

FORMAT FOR TECHNICAL BID

Technical Bids must be made in an organized and structured manner within their technical proposal. All claims made by the bidder in response will have to be backed by documentary evidence.

- Table of Contents
- Technical Bid / Bid Particular for Tenders (Annexure A)
- Documentation indicating that bidder is an Authorized reseller of the proposed hardware.
- Methodology and detailed project plan.
- Proposed Team CV's and Certifications
- List of functional and technical features in proposed solution
- Specification of Hardware & other licensing requirement
- Technical Bid - Details of Prior Experience
- Annexure
 - GST and NTN Certificate
 - Affidavit that bidder is not blacklisted
 - Affidavit that bidder will not subcontract any part of the project to any other vendor.
 - Audited Financial Statements or Income Tax Returns

FORMAT FOR FINANCIAL BID

The financial bid should be quoted as per the format **Annexure B**.

The Bidder shall bear all costs associated with the preparation and submission of its bid, including cost of presentation for the purposes of clarification of the bid, if so desired by the Bank. The Bank will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering process.

Bid Currency and Validity

- All prices must be quoted in **Pak Rupees** including all applicable taxes.
- Bid validity will be 90 days after the submission of proposals

Payment Terms

Payment schedules is as below

Project Phase - Delivery of Hardware and Implementation	Payment Plan
PO Issuance	20%
Hardware Delivery	30%
After-Implementation of proposed solution in FWBL environment	40%
Successful completion of 3 month warranty period	10%

Pre-award Presentations

The FWBL reserves the right to require presentations and/or demonstrations/ Interview from any or all of the bidders, in which they may be asked to provide additional information.

Complete Pricing

The respondent should include all incidental expenses in the project pricing. This includes travel expenses, printing or reproduction, communications, etc. Any invoices for expenses beyond those **itemized (listed)** in the RFP response will not be entertained by FWBL.

Annexure A – Technical Bid Documentation

BID PARTICULARS

Name of the Bidder.	
Is the Bidder the Principal Owner of the solution or an Authorized Partner / Re-seller.	
Registered Address of the Bidder.	
Name of the person to whom all references shall be made regarding this tender.	
Designation of the person to whom all references shall be made regarding this tender.	
Address of the person to whom all references shall be made regarding this tender.	
Telephone No. (With country and area code).	
E-Mail of the contact person:	
Fax No. (With country and area code).	

Name: _____

Location: _____

Date: _____

Company Seal & Bidder's Signature

Bidder/OEM Owner/ Authorized Partner/ Other Consortium Member Profile:

S. No.	Name of the Company	
01.	Indicate whether the Company is the lead Bidder and whether the Company is the OEM Owner, Authorized Partner or Other consortium member	
02.	Year Established	
03.	Turnover (in PKR)	FY 2019: FY 2020: FY 2021:
04.	Profit After Tax (in PKR)	FY 2019: FY 2020: FY 2021:
05.	Proposed role of the member in the project	
06.	Head Office Address	
07.	Telephone No. (with country and area code)	
08.	Fax No. (with country and area code)	
09.	E-mail Address	
10.	Name of the Key representative for this project	
11.	Any accreditations / Certifications of organization and resources	
12.	Previous experience in implementation, Installation and maintenance of related Tape library solution at local commercial banks	Implementations in the last 5 years

The Bidder should fill this Annexure for the Bidder and any other member of the consortium separately (including the OEM Owner, Partner and any other member of the consortium)

As of this Date, the information furnished in all parts of this form is accurate and true to the best of my knowledge.

Name: _____

Location: _____

Date: _____

Company Seal & Bidder's Signature

Annexure B – Financial Bid Documentation

COMMERCIAL BID

Item DESCRIPTION	QTY	PRODUCT COST (PKR)	APPLICABLE TAX (PKR)	Total Cost (PKR)
Tape Library Hardware (Provision, Installation, Commissioning, Deployment)	1			
Grand Total (PKR)				

Rates should be quoted in Pak Rupees and strictly as per the format illustrated above. Bids quoted in formats other than the illustrated format will be rejected. Applicable local taxes shall be paid over and above on actual basis on production of documentary evidence. Bank will not be making any other payment except those mentioned in the commercial bid.

Name: _____

Location: _____

Company Seal & Bidder's Signature & Date