

TERMS OF REFERENCE

Sophos XG Firewall License Subscription Renewal

1. Background of the Organization

Maldives Post Limited is a limited liability company formed in 1994 and is fully owned by the government of Maldives with a mandate of providing postal service across the country and abroad under Universal Postal Service Obligation (USO). Maldives Post is the national postal operator in the country with a network of more than 16 postal offices across the nation providing access to postal service in all the inhabited islands.

2. Objectives

The Maldives Post Limited is looking for a vendor that can supply license for Sophos XG Firewall for a period of 3 (Three) year and provide subscription renewal.

3. Project Scope

3.1 Scope of Work and Deliverables

With the aim to achieve the objectives specified above, the following services are defined to be delivered by the vendor under the project scope:

- Procure and supply Sophos Firewall subscription for a period of 3 (Three) year as specified below:
 - Sophos Firewall Subscription renewal – Xtreme Protection Bundle the renewal date for this subscription cannot be later than 15 November 2022

4. Mandatory Documents to Submit

- 1) No record of criminal offences for last 5 years.
- 2) Company profile and registration certificate
- 3) GST Registration Certificate
- 4) Authorized partner certificate
- 5) Last 2 years financial statements
- 6) Tax Clearance Report
- 7) Letter/certification to verify Sophos partnership and status
- 8) Proposal quotation
- 9) Declaration on ethical conduct and fraud and corruption agreement
- 10) At least 3 work completion/reference letters from Sophos projects of similar scale as proof of past experience
- 11) Quotation for annual subscription consisting of the pricing for Sophos XG Firewall with a validity of minimum 90 days

5. Bid Rejection

The proposal must include the following documents and Maldives Post Limited reserves the right to disqualify the vendor should any one of the following documents are not included in the proposal:

- 1) Submitting false information/ documents
- 2) Quoting too high prices
- 3) Submission of low-quality proposals
- 4) Bidders who fail to meet the defined requirement
- 5) Bidders who fail to submit declaration on ethical conduct and fraud and corruption agreement.

6. BID Eligibility

All vendors are expected to meet the eligibility requirements specified under the 'Eligibility' section of this Terms of Reference. Failure to meet the eligibility requirements will result in disqualification of the submitted proposal.

- The Bidder must have carried out at least 3 Sophos Firewall deployment in the Maldives and must submit work completion/reference letters as proof.
- The bidder must also be a certified Sophos Gold partner and must submit a valid certification as confirmation along with the proposal.
- The Bidder must provide Sophos Firewall (Annual) Subscription renewal for Xtreme Protection Bundle before 24-November-2022.

7. BID Evaluation

- The proposals will be reviewed and evaluated by the Bid committee of Maldives Post Limited intends to apply the following criteria in evaluating the proposals:

Criteria	Weightage
Price	40%
Professional competency	30%
Experience	20%
Delivery period	10%

Price:

- Price quoted must be quoted in Maldivian Rufiya inclusive of all applicable taxes and any other fees.

Experience:

- The Bidder should hold extensive expertise and experience specific to Sophos Firewall deployment services.

Professional competency

- Gold and silver competencies are awarded to providers who demonstrate expertise in specified areas.

Delivery Period:

- Licenses for Sophos Firewall license should be provided by the latest expiration date (15-Nov-2022)

8. Agreement between for the awarded BID and please find below for some of important points

- If the bidder discontinues the installation for any reason after winning the bid, the bidder shall bear full responsibility for the loss.
- Full compensation will be taken for delayed work days
- Some crucial points will be added to the agreement in addition to the previously mentioned points.

9. Additional Communication

- The bidder not awarded will be notified and the bidder should submit their concern within 5 business working days
- Bid proposals must be submitted in Maldives Rufiyaa (MVR).
- Maldives Post Limited reserve the right to terminate the winning bid if we are unable to contact the winning bidder by phone, email or otherwise, making it difficult to sign the contract.