



## INFORMATION FOR BIDDERS

**Bid Announcement Ref:** IUL-PROC-AS-2020-018

**Bid Number:** IUL-PROC-AS-2020-018

**Bid Submission Date:** 31/12/2020 1100hrs

**Bid Submission Address:** AASANDHA CO. LTD.  
FEN BUILDING, 3<sup>RD</sup> FLOOR,  
AMEENEE MAGU, MALE'

Aasandha Co. Ltd. is seeking bids for the items specified in this document. Interested bidders are invited to submit their proposals for the supply of the items as instructed in this document. Please ensure that all submissions comply with the instructions. Failure to comply with the instructions may result in disqualification of the bid.

## Section I (Cisco Nexus Core Switch)

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- Maximum Delivery Time: 60
- Days for this section, delivery timeline over this will be disqualified.
- We will accept proposals of any vendor with authorized local support, which meets the features and specifications mentioned **(Specified requirement must be included in the bid document)**.

### Mandatory **Minimum Bidder's Qualification Requirements: (Mandatory)**

- **Experience:** Completed similar projects including installation services & support (Value above MVR 1,000,000.00): The vendor should provide reference of successful implementation of similar system and should include descriptions of system implemented. The mentioned project references must include names and contact information of the respective clients so that Aasandha Company can contact and verify the project summaries. Minimum 03 reference letters/purchase orders/contract copy or certificate for proof of supply and installation of similar project and services to other organizations within last three (3) years.
- **Manufacturer's Authorization Letter:** MAF must be referred to the tender advertisement.

Bidder that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization Letter, to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods/Services to supply these Goods/Services in the Maldives.

- **Team Composition for Technical Support:** It is mandatory that the vendor will maintain the required technical team as deemed as suited based on the requirements and milestones. Installation and Configuration of the hardware must be provided by the vendors authorized technicians only
  - The proposer shall submit the following documents:
    - Certifications copy of the relevant training
    - Letter from organization that the engineer is employed at that organization
    - ID card OR Passport Copy of the engineer
    - Contact information of the staff and his/her supervisor in that organization

### Installation and Configuring (must provide documents)

- **Scope of work:** The vendor will be required to carry out all cabling & configuration changes required for the proposed equipment's. If required, any downtimes should be informed ahead in order to facilitate Aasandha Company to plan for these times. All configuration changes required in existing equipment to achieve the proposed design is the responsibility of the bidder.

How will the environment be managed? Considerations should be made based on the Aasandha Company's preferences for management of the migration. Limited downtime would be allowed, and prior approvals are required for such cases. Prior to the deployment of the new hardware, it is important to understand the configuration conversions that must be addressed. Vendor must analyze the existing network for the configurations before migration.

- **Installation plan:** should submit details implementation plane
  - Should provide topology diagram and configuration files
  - The new switches will be an upgrade to the existing SAN switches
  - Configure uplinks and downlinks to the SAN and the LAN. (Details provided upon award)
  - Configure uplink connectivity from Blade server interconnects to the switches.
  - Determine and enable all necessary and appropriate features and configurations such as, Link Aggregation Control Protocol (LACP), and Secure Shell (SSH) etc
  - Configure VLANs in accordance with the proposed new infrastructure layouts and requirements (Details provided upon award)

- Provide documentation that fully describes configurations of the switches; providing all necessary information to restore configurations if lost.
- Configured required uplinks from to the switches for the integration of the switches into the existing Aasandha Company hosting infrastructure. (Details provided upon award)
- **Technical supports process:** Should submit technical support process diagram
- **Documentation:** Signing off documentation; Detailed production environment configuration and setting up manual with diagram
- **Installation:** Maximum 10 days from the date of supply

Professional Service: Cisco Nexus LAN Services Installation and Start-up Service

- Provides and implements Cisco best practice configuration
- Provides a Certified specialist onsite for the duration of the configuration and migration execution
- Designed to ensure successful migrations through use of Cisco methodologies and experienced Cisco Certified professionals
- Converged switch will be connected to appropriate distribution switches, existing blade interconnects to enable datacenter core switching and configured according to the reviewed logical and physical design.
- Migrate all existing Blade LAN to the Converged switch, ensuring high availability.
- Where necessary existing Blade LAN interconnect has to be reconfigured to ensure optimal and secure LAN services
- Tests to demonstrate failover scenarios and load handling capability
- Customer on the job training on basic administration and management.

**Hardware Warranty and Technical Support:** The successful vendor must provide a hardware warranty, and technical support for hardware and software, etc provided under the contract will comply strictly with the contract, shall be genuine in every particular case and shall be free from defects.

- **Cisco Hardware:** One (1) Year 8 x 5 x 4 Hardware Replacement and Support Services
- **Local Support:** One (1) Year 24 x 7 On-Site Local Technical Support for technical issue, software updates and patches

Additionally, the successful vendor further warrants that all materials and equipment furnished are supplied from authorized channels. Aasandha Company reserves the right to reject the goods if it is identified as grey/black market products or counterfeit equipment.

**Service Level Expectations for Upgrade Hardware:** The vendor should offer warranty for the hardware against defects arising out of faulty design, materials, and workmanship for a period of One (1) year from the Date of Acceptance.

- Defective equipment shall be replaced by the vendor at his own cost, including the cost of transport if any.
- Vendor shall provide all normal toolkit and test equipment needed for the maintenance of the hardware.
- System Maintenance & Support services will include the following activities:
  - 24 x 7 online support
  - Patch updating and major / minor software version upgrading support.
  - Issue resolution / Onsite visits within 2 hrs. for hardware or software failures reported.
  - Phone/Email TAC and RMA support must be provided.
  - Local TAC support plan must be maintained by the vendor for the warranty period.

1.2	Bill of Material	QTY
	Nexus 9300 with 48p 10/25G SFP+ and 6p 100G QSFP28	2
	SNTC-8X5XNBD Nexus 9300 with 48p	2
	Nexus 3K/9K Fixed Accessory Kit, 1RU front and rear removal	2
	Nexus NEBs AC 650W PSU - Port Side Intake	4
	Cabinet Jumper Power Cord, 250 VAC 10A, C14-C13 Connectors	4
	Nexus Fan, 30CFM, port side intake airflow	8
	OPT OUT FOR "Default" DCN Subscription Selection	2
	NX-OS Essentials license for Nexus 9300 (10G+) Platforms	2
	SWSS UPGRADES NX-OS Essentials license for Nexus 9300	2
	NX-OS Advantage License for Nexus 9300 (10G+) Platforms	2
	SWSS UPGRADES NX-OS Advantage Lice	2
	Dummy PID for mode selection	2
	Nexus 9500, 9300, 3000 Base NX-OS Software Rel 9.3.5	2
	10GBASE Active Optical SFP+ Cable, 5M	8
	1000BASE-LX/LH SFP transceiver module, MMF/SMF, 1310nm, DOM	2
	10GBASE-LR SFP Module, Enterprise-Class	2
	40GBASE-CR4 Passive Copper Cable, 1m	2
	QSFP 4x10GBASE-SR Transceiver Module, MPO, 300M	6
	QSFP 4x10G Transceiver Module,SM MPO, 10KM, Enterprise-Class	6
	10GBASE-T SFP+ transceiver module for Category 6A cables	16

## Part II –

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### Instructions to Bidders

#### General Instructions

##### Key events and dates

The following schedule will apply to this bid but may change in accordance with the organization's needs or unforeseen circumstances. All changes will be upload to the Company web site "aasandha.mv."

- Bid Submission Date: - **31<sup>st</sup> December 2020 1100 Hrs**
- The bid proposal must be valid through 90 days from the date of submission.

Vendors must send their Company name, contact person name, Email and number to [procurement@aasandha.mv](mailto:procurement@aasandha.mv) before the **bid registration deadline to** register for the Bid submission. Aasandha company will send a web meeting link to the provided email address for bid submission.

The vendor can send the bid document during the web meeting via email to [procurement@aasandha.mv](mailto:procurement@aasandha.mv). Upload to cloud storage (Google Drive, Dropbox, OneDrive) and provide us a link via email if the bid document size is above 25MB. The vendor's bid document will NOT be accepted if the vendor is not registered for the submission or did not attend to the submission meeting.

#### Communication

Applicable terms and conditions herein shall govern communications and inquiries related to this bid between Aasandha Company Limited and vendors.

Inquiries, questions, and requests for clarification are to be directed via email to **tech@aasandha.mv**

Any other form of communication shall be considered informal and shall have no weight, bearing, or influence in this bid process.

Aasandha Company Limited will respond to requests for clarification and queries on the RFP, received no later than one working day before the bid submission date set forth above.

#### Qualified Bidders

Any single firm (sole proprietorship, partner, company, joint venture, or other legal entity registered in the Republic of Maldives) is eligible to participate.

#### Vendor's Understanding of the Bid

In responding to this RFP, the vendor accepts full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to Aasandha Company Limited as necessary to gain such understanding. Aasandha Company Limited reserves the right to disqualify any vendor who demonstrates less than such understanding. Further, Aasandha Company Limited reserves the right to determine, in its sole discretion, whether the vendor has been shown such understanding. That right extends to the cancellation of the award if

an award has been made. Such disqualification and cancellation shall be at no fault, cost, or liability whatsoever to the Aasandha Company Limited. Aasandha Company Limited reserves the right to cancel bids for a specific section without canceling other sections. Sections will be evaluated independently of each other; Bids will be evaluated section by section and will be awarded as such. Sections will not be split up to be awarded to multiple vendors – a single vendor will be selected for each section.

## Proposal Requirements

### Qualification Criteria

The bidder must have been in the service of this nature/IT solution for the past five (3) years in relation to supply, configuration, and commissioning of IT solutions.

15% or up of bid value will be taken as a performance guarantee if the price is expected to be higher than MVR 1,000,000.

Aasandha Company Limited shall confirm that the following legal documents and information have been provided in the bid. If any of these documents or information is missing, the offer shall be rejected.

Company Registration Certificate

GST Registration Certificate

Trade Permit

The Bid document shall be rejected if it fails to meet the following minimum criteria or if any of the required documents are missing.

Vendors can submit bids for a single section or multiple sections. Separately sealed, and adequately bound proposals shall be submitted for each section of this RFP. Bidder shall file all documents necessary to support their proposal and include them with their submission. Proposal packages and quotations should be identified using the given reference numbers specified in this RFP document.

Bidder must bid for all items and related items/services in any given section. If any bidder fails to provide all services and products in the intended bidding section, the bid proposal shall be rejected.

Bidders who do not provide an easily viewable total cost per section, at the time of opening the bid, will be disqualified from the section, and the price will not be noted. Bidders can submit a maximum of two proposals (options) for each section as long as it meets the stated requirements. If multiple options are given, vendors will have to clearly state the total price for each option for the section. If this information is not clearly stated, the vendor will be disqualified from the whole section.

## Bid Format

**Executive Summary:** A summary of the bidder's document and approach to the installation of systems of this kind, identifying any unique or distinctive features of the system of interest to the evaluators based on the needs specified in this document.

**Bidder or Partner(s) overview and profile:** The bidder must provide basic information on the bidder and any partners participating in the tender. This information should include, but not be limited to, the history of the organization, its experience and its experience in the IT field, technical capabilities, experience implementing similar architecture, the size of implementations, and success stories. This section should also explain any partnering arrangements that have been made to respond to the proposal.

**Proposal:** Proposal shall be submitted in the following format and include the following information.

- A detailed description of proposed equipment/services, including the manufacturer part numbers, the scope of work and the financial proposal shall be submitted (*valid for a period of 90 days from date of submission of the bid*). The following should be included:
  - Bid Form
  - Price Schedule Form
  - Terms and Conditions
  - Bill of Quantities – Including manufacturer part numbers and descriptions
  - Delivery and Implementation Schedule
  - Scope of work
  - Technical proposal
  - TAC Support and Warranty Details.
- Unless otherwise specified, the bidder shall quote entirely in Maldivian Rufiyaa, **including** all government taxes.
- The bidder should provide approach and reference to the successful implementation of similar projects and should include descriptions of project implementations they have completed. The mentioned project references must consist of names and contact information of the respective clients so that Aasandha Company Limited can contact and verify the project summaries. Must provide Experience Form.
- A bidder that does not manufacture or produce the goods and services it offers to supply shall submit the Manufacturer's Resale Authorization Letter, to demonstrate that it has been duly authorized by the manufacturer of the goods to resell these goods and services in the Republic of Maldives.
- **Team Composition:** It is mandatory that the bidder will maintain the required technical team as deemed suitable based on the requirements and milestones. However, Aasandha Company Limited expects that

the bidder would have allocated the following team compositions having specific skill sets and professional experience. Importantly, it is expected that the bidder will maintain necessary resources on-site during crucial stages of the project that requires closer interaction with Aasandha Company Limited during installation, configuration, integration, training, testing, etc. The bidder MUST have at least one (1) full-time brand professional certified engineer under its payroll. The bidder shall attach the professional certificate of the engineer for reference. The bidder shall submit the following documents:

- Certification copies of the relevant training
  - Employment letter from that organization
  - ID Card OR passport copy of the engineer
  - Contact information of the staff and supervisor
- Evidence of the bidder's financial, technical and organizational capability and experience to perform the contract;
  - Any other pertinent information the bidder may wish to submit

#### Delivery and Installation

If at any time during the performance of the contract, the successful bidder or its subcontractor(s) should encounter conditions impeding timely delivery of the agreed solution(s) and implementation of services, the bidder shall promptly notify Aasandha Company Limited in writing of the fact of the delay, its likely duration and its causes(s). As soon as practicable after receipt of the vendor's notice, Aasandha Company Limited shall evaluate the situation and may at its discretion extend the vendor's time for performance, in which case the extension shall be ratified by the parties by amendment of the contract. Counting of delivery dates will start on the day the bid is awarded, and the award letter is handed over to the vendor, inclusive of letter handover day.

The delivery period should be stated in calendar days, inclusive of weekends and public holidays (not only working days). If the delivery deadline falls on a working day (Sunday-Thursday) latest delivery time should be 4:00 pm. If the delivery deadline falls on a public holiday delivery deadline will be extended to the next working day at 4:00 pm without penalty. Vendors who bid must agree for free doorstep delivery to any location in Male'. Failure to deliver within a set deadline will result in the following penalties.

1. 2.5% of the total section price as awarded will be deducted per day, starting on the date after the delivery deadline date.
2. If delivery delays are longer than 14 days from the agreed period, Aasandha Company Limited has the right to terminate the contract as non-delivery of items.
3. If bid is terminated due to non-delivery, the vendor may be disqualified from future contracts and purchases due to non-performance for a period of up to 2 years.
4. If the successful bidder decides to withdraw from the bid, they will be suspended from participating in any future project initiated by Aasandha Company Limited for a period of up to 2 years.



## Submission of Bids

- Vendors must send their Company name, contact person name, email and number to [procurement@asandha.mv](mailto:procurement@asandha.mv) before the bid registration deadline to register for the Bid submission.
- Aasandha company will send a web meeting link to the provided email address for bid submission.
- The vendor's bid document will NOT be accepted if the vendor is not registered for the submission.
- The vendor can send the bid document during the web meeting via email to [procurement@asandha.mv](mailto:procurement@asandha.mv). Upload to cloud storage (Google Drive, Dropbox, OneDrive) and provide us a link via email if the bid document size is above 25MB.

**Aasandha Company Limited**  
**FEN BUILDING, 3<sup>rd</sup> FLOOR,**  
**AMEENEE MAGU, MALE'**  
**BID REFERENCE: IUL-PROC-AS-2020-018**

## Additional Information

- a) Detail scope of work must be submitted with the tender document.
- b) Certificate copies and reference letters may need to be verified by contacting the relevant parties. Therefore, please provide contact information with certificate copies and reference letters.

## Evaluation and Comparison of Bids

- **Clarification of Bids:** To assist in the examination, evaluation, comparison, and post-qualification of the bids, Aasandha Company Limited may, at its discretion, ask any bidder for a clarification of its bid. Any clarification submitted by a bidder in respect to its bid and that is not in response to a request by Aasandha Company Limited shall not be considered. No change in the prices or substance of the bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by Aasandha Company Limited in the evaluation of the proposals.
- **Responsiveness of Bids:** If a bid is not substantially responsive to the Bidding Documents, it shall be rejected by Aasandha Company Limited and may not subsequently be made responsive by the bidder by correction of the material deviation, reservation, or omission.
- **Technical Evaluation of Bids:** Aasandha Company Limited shall evaluate the technical aspects of the bid submitted in accordance with the RFQ, to confirm that all requirements specified in the RFQ, have been met without any material deviation or reservation.
  - Sections will be evaluated independently of each other. Bids will be evaluated section by section and will be awarded to the highest qualified bidder of each section.

## Evaluation Criteria

- **Price: 70 points**

- Each bidder's price is used to identify their relative position on a 0 – 70 price scale. This is done by allocating the lowest priced qualified bid 70 points and scaling-down the remaining bidder's score in relation to this, based on the price proposed by the bidder.  
Price percentage =  $70 \times (\text{lowest price} / \text{quoted price})$

- **20 Points for vendor capability/Brand/Technical requirement fit.**

- **5 points** are given if the bidder provides proof of authorized distributor / authorized reseller.
- **15 points** are given for the number of trained staff with the bidder organization. (Certification copy, a letter from the organization that staff is employed at that organization and ID card / Passport Copy should be submitted of the staff.)
  - All the below information must be provided for a person to be considered as trained staff.
    - Certification copies of the relevant training (Cisco, HPE and VMware).
    - Letter from the organization that staff is employed at that organization
    - ID card OR Passport Copy of the staff
    - Contact information of the staff and his / her supervisor in that organization

Marks	Number of Training Staffs
15	More than 2 trained, certified staff
10	2 trained, certified staff
5	1 trained, certified staff
0	No trained, certified staff

- **10 points for vendor experience**

- Maximum 05 reference letters/purchase orders/contract copy or completion certificate Cisco Core Network and Security (Value above MVR 1,000,000.00 per project)
- 02 points for each reference letters/purchase orders/contract copy or completion certificate if less than 5 reference letters)

- **Support and Maintenance - Mandatory**

- Hardware replacement and warranty support from manufacturer
- Local on-site support service by vendor certified engineers

**BID FORM**  
**Section 1/2/3 (Specify)**

Description of works:	<b>Cisco Subscription</b>
Bid to:	<b>Aasandha Company Limited</b>
Address:	Fen Building 3rd Floor, Ameenee Magu, Mahchangoalhi, Male', 20375, Republic of Maldives

Having examined the conditions of Contract, technical specifications, drawings and bill of quantities for the execution of above named works, I/we the undersigned, offer to construct and maintain the whole said work in conformity with the said conditions of Contract, technical specifications, drawings and bill of quantities for the sum of **MVR:** \_\_\_\_\_  
( \_\_\_\_\_ ).

We undertake, if our Bid is accepted, to commence the works within seven (7) calendar days of receipt of the letter of award and to complete whole of the works in the Contract within \_\_\_\_\_  
( \_\_\_\_\_ ) calendar **days**.

We agree to abide by this bid for a period of Ninety (90) days from the date of submission of the proposal, and it shall remain binding upon us and maybe accepted at any time before the expiration of that period. We understand that you are not bound to accept the lowest or any Bid you receive.

Unless and until a formal agreement is prepared and executed, this bid, together with our written acceptance thereof, shall constitute a binding contract between us.

Yours faithfully,

Signed \_\_\_\_\_

In the capacity of \_\_\_\_\_

Duly authorized to sign bids for and on behalf of \_\_\_\_\_

(Company Name & Stamp)

Date: \_\_\_\_\_

*Name & Address of Signatory*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tel No.: \_\_\_\_\_

Email: \_\_\_\_\_

Price Schedule Form

Section #:

Description:

Total Price inc. GST (MVR):

Delivery Period:

**\*\*Note:** Successful Bidder shall provide cost information by completing the information above, indicating the estimated amount of time and cost of completing the project.

Bill of Materials

Item	Manufacturer Part Number	Item Description	Qty

Equipment Delivery and Installation Schedules

Item	Description	Quantity	Delivery in Days	Installation and Commissioning in Days	Total Delivery and Installation Scope in Days

Note: In addition to the above info, the bidder should provide detailed implementation schedules, including site preparation details. The client can use their own format.

## Form of Qualification Information

### a) Experience

Works of similar nature completed over the last 2 years

#### Experience Form:

<b>Customer</b>	<b>Project Details</b>	<b>Value</b>	<b>Year of Completion</b>
Organization {...} Contact Person {...} Email {...} Phone {...}	Products {......} Services {......}  Agreement No {...}	MVR {...}	Year {...}