

Request for Proposal

PRIMARY DATA CENTER SITE CO-LOCATION SITE

Published Date: 23 August 2017

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Proposals Submission Dead line Date: 12 September 2017 02:00 pm

First Women Bank Limited

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Submission Details

Submission Deadline

All proposal submissions for responding to this request must be submitted on or before 12 September 2017 02:00 pm in a single sealed envelope containing two separate sealed envelopes distinctly marked as Technical and Financial Proposal.

Submission will be valid if:

- Responses to RFP are submitted no later than 12 September 2017 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 are submitted in a Single sealed envelope containing two separate sealed envelopes with separate marking “Technical Proposal” & “Financial Proposal”.
- All separate copies of Proposals and attachments must be provided in a sealed envelope marked as “ Technical 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: Mudassar Lakhani
Email: Mudassar.Lakhani@fwbl.com.pk
Phone: 021-111-676-767

Introduction

First Women Bank Ltd. a commercial bank caters to women at all levels of economic services and activities such as: - Micro, SME and Corporate, Treasury Operations, Trade and Finance, and Investment Banking thereby enable them to transcend their status from passive beneficiaries to dynamic agents of change.

The purpose of this Request for Proposal (RFP) is to invite prospective data center service providers to submit a proposal to supply Primary Data Center Co-location Site Services to the First Women Bank Limited (FWBL). The RFP provides vendors with the relevant operational, performance, service, and architectural requirements of the solution. The bidder must provide basic information on the proposer and any partners or subcontractors participating in the tender. This information should include, but not limited to, the history of the organization, its experience, financials, technical capabilities, experience for providing similar architecture equipment and success stories.

The later sections of the document provide additional information that will allow a vendor to understand the scope of the effort and develop a proposal in the format required by FWBL to fulfill the business and market needs.

Scope

FWBL is currently undergoing significant up gradation in IT service management and infrastructure. FWBL intends to identify co-location data center at Karachi for hosting Bank's Primary Data Center that would not only meet the current requirements of the Bank but also should be expandable / scalable to Host Bank's data center Site from a long term perspective. Primary Data Center Site is the location where Bank will host their equipment which would be required to run Bank's Critical & non- critical applications. The equipment will include servers, storages, network components, backup devices installed in rack(s).

The selected vendor will be responsible to deliver this solution within the committed deadline to FWBL.

Deliverables

The deliverables of the assignment based on the fulfillment of requirements and technical specification provided by FWBL in this RFP "Appendix A", the bidder should provide a detailed plan, answers to required technical specification for the Primary Site Co-Location along with support details. Deliverables include the following:

- FWBL will manage the Installation of hardware and network equipment required for this project under the supervision of bidder personnel.
- Availability of rack space in a secure area and Installation and Commissioning of environmental and physical controls, power supply for equipment and provisioning of related services. Vendor will also

facilitate in the provisioning of network link in case FWBL engages third party communication link provider (Other than the successful bidder).

- Service Level Agreement for the datacenter facility along with Terms of Reference.

Eligibility Criteria

The bidder MUST comply with the following minimum criteria. The bid document shall be rejected if the vendor fails to meet the following minimum criteria and submission of the require documents.

- The bidder should be **NTN** and **Sales Tax** registered company in Pakistan and submit relevant certificates
- The Bidder should have minimum annual turnover of Rs. 500 Million during at-least two of last three financial years and must submit their audited financial reports for the same by an independent chartered accountant / audit firm.
- The bidder should submit the last three years audited financial statements by an independent chartered accountant / audit firm.
- The bidder should have relevant experience of minimum of 3 years in Data Center hosting Service.
- The bidder should have implemented at least 5 similar projects of Large Enterprise. At least two of these project shall be with financial institutions.
- The proposed site should meet minimum Tier III Data center specifications.
- The bidder must be the owner of the proposed Data Centre provided to the bank or in case of leased premises, an unexpired lease period must be for 5 years.

Terms of Reference

The successful bidder is required to perform the following tasks:

- The bidder must fill in “DETAILS OF PRIOR EXPERIENCE “form for all purchase order or work order or work completion report(s) submitted of all relevant past experiences submitted.
- The bidder should provide relevant references for all the similar work experience submitted.
- The bidder should provide 99.94% uptime for the FWBL Primary Data Center Infrastructure and services.
- The bidder should provide only the CVs of relevant team members that have been involved in similar project (as mentioned in our scope) and will be involved on this project. CVs of team members at minimum should include information regarding their total years of experience, employment history, work experience and certifications.

- The bidder should submit copies of relevant certifications of proposed team members only. Any certification provided other than the team members will not be accounted for. Minimum of three (3) CDCP or above resources should be included in the proposed team.
- The successful bidder shall provide evidence that their infrastructure is managed by security surveillance making sure the high availability & reliability of network at all times and Performance tuning and sending alerts to concerned people regarding critical errors.
- The bidder will be required to sign an agreement for a period of three years, renewable annually with mutual consent.

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 envelop will be opened in the presence of bidders and Financial proposal envelops will stay in FWBL custody till the opening of Financial bids.

Financial proposals from bidders that met the minimum technical score will be opened in front of bidders. Final date of opening of Financial Bids which will be communicated to all the bidders in advance.

Further final evaluation reports containing the combination of marks 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 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, **12 September 2017 02:00 pm** and only technical proposals will be opened 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 & Time
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RFP Released	23 August 2017
Deadline for Submission of Questions for Clarifications on RFP	29 August 2017 10:00 am
Meeting/Conference Call with Vendors for Clarifications on Questions submitted by Prospective Bidders	30 August 2017
RFP Bid Submission Date and Time	12 September 2017 02:00 pm
Opening of Technical Bids	12 September 2017 02:30 pm
Opening of Financial Bids	To be decided

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

- Evaluation of the firms shall be based on information provided in Proposals.
- As a part of evaluation, bidders may be asked to conduct presentation / demonstration and site visits.
- On the basis of technical evaluation, the financial proposal of only technically responsive bidders (qualified bidders) will be opened in the presence of their Representatives who choose to attend.
- Financial proposals of technically non-responsive vendors will be returned unopened.
- Proposals will be evaluated on the basis of 70 – 30 i-e
 - 70% of the proposal strength will be measured in Technical evaluation
 - 30% of the proposal strength will be measured in Financial evaluation

Technical Score

Technical evaluation of the proposals will be given weight through the below mentioned factors based on the below formula.

$$\frac{\text{Bidders Technical Score}}{\text{Total Technical Score}} \times \text{Weight}$$

Minimum score of 70% on evaluation criteria specified in “Annexure A” is required to qualify for financial evaluation.

Financial Score

Bidders to provide the financial quotation for the following:

- Two full Rack Space (42U)
- Unit Cost of 1 AMP or Equivalent
 - Actual Billing to be done on “Normal Rated Load” as per data sheet of hardware deployed in rack or on per kWH basis.

For the sake of **financial bid calculation** and comparison, FWBL will use the following to calculate the financial quotation of the bidder:

- Financial quotation of Two full rack space (42U)
- Power Charges for 32 AMP or equivalent.
- Financial quotation of One Time Cost (if any)

Financial Bid =
[Monthly rent of two 42U rack + [Power Charges for 32 AMP or equivalent] * 12 Months
+
One Time Cost (if Any)
+
Applicable Taxes

Bid Bond Value = Financial Bid x 0.05

In case additional racks are required within the duration of the contract, FWBL will use the financial quotations provided by bidder for adding new capacity within the same data center premises.

Please note that all service and additional charges shall be included in the aforementioned quotation, the charges may include but not limited to service based recurring charges and support fees.

****The bidder may request FWBL for Primary Data Center BoQ line items to estimate the power utilization of the equipment.***

FWBL will use the following formula to calculate the financial score of the bidder:

$$\frac{\text{Lowest Bid Price}}{\text{Bidder's Price}} \times \text{Weight}$$

Combined Evaluation will be calculated by adding the Technical and Financial Evaluation as below:

$$\left[\frac{\text{Bidders Technical Score}}{\text{Total Technical Score}} \times \text{Weight} \right] + \left[\frac{\text{Lowest Bid Price}}{\text{Bidder's Price}} \times \text{Weight} \right]$$

FORMAT FOR FINANCIAL BID

The financial bid should be quoted as per the format. The financial bid should be accompanied by Financial bid cover letter. 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, the financial bid shall include the following:

- Financial Bid - Commercial Bid Cover Letter
- Financial Bid - Primary Data Center Co-Location Site
- Bid Security
- Payment Terms

Bid Currency and Validity

- All prices must be quoted in Pak Rupees including all applicable taxes.
- Bid validity will be 180 days after the submission of proposals
- The minimum contract term of the engagement will be one year.

Bid Security

All bids must be accompanied by a pay order of Five percent (5%) of total bid amount in Favor of First Women Bank Ltd enclosed in the sealed financial envelope and must be delivered to Information Technology Division, GF-2 Reception Area S.T.S.M. Foundation Building, CL/10/20/2, Beaumont Road Civil Lines, Karachi – 75530 on or before 12 September 2017 02:00 pm

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.

Release of Bid Security

The bid security submitted by the vendor would be returned by FWBL after the successful commissioning and 3 months of smooth operation of the DR BOQ equipment.

FORMAT FOR TECHNICAL BID

The bidders are requested to submit the technical proposal, which at least shall include the following sections in the format provided in Annexure C and D.

1. Executive Summary
2. Company Profile
3. Proposed Primary Data Center Site Co-Location Solution
4. Project Coordination Approach
5. Deliverables
6. Timelines
7. Technical Team Composition

8. Annexure – Evidences
 - a. Membership / Partnership agreement references
 - b. Organization's establishment
 - c. Similar Assignments and References
 - d. Team and Data center compliance certificates
 - e. Organizational Financial Strength
 - f. Audited Statement (Profit and Loss, Balance Sheet and Cash Flow Statements)

Payment Terms

- Service penalty amount will be deducted from invoices
- Invoices will be cleared upon receiving the invoice along with necessary documentations and project milestones. Incomplete claims shall be returned to vendor.
- All payments shall be made through cross cheque in the Pak Rupees.
- Taxes will be deducted at source as per government rules at the time of payment.
- Schedule for recurring service invoices to be discussed and mutually agreed by both the parties.

Complete Pricing

The respondent / bidder should mention all the charges in financial bid deem necessary to complete the scope of work, 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)** services in the RFP response will not be entertained by FWBL.

SUPPORT

- Complete details of support, including escalation procedure for support related issues, during the period of service must be specified.
- Bidders with Support Centre and project office based in Karachi would be preferred and services will be 24x7x365 days.
- Bidder must have efficient complaint management system i.e. Help Desk.
- The vendor shall be responsible for all damages caused by mishandling or misuse by the vendor.

WARRANTY AGAINST BENEFITS

The bidder shall warrant that he has not given or promised to give any money or gift to any official or employee of the Bank or any Government institution or employee thereof with the intent or objective of securing the contract or undue favor. Any violation of this warranty shall be sufficient grounds for cancellation or revocation of the contract without any claims against the Bank.

DEFAULT

In the event of failure or default on the part of the bidder to execute the Contract at the time and place required by the authorized representative of the Bank, or in the event of his failure or default to execute the contract or part of it in any other respect, the Bank reserves to itself the right (without prejudice to any other right) to engage at the risk and expense of the Contractor, the services of any

other person to execute the contract, or any part thereof, and the Bank shall be entitled to recover from the bidder all losses, costs and damages, which it may sustain in consequence of such failure or default.

Any sum of money which the bidder or his agent is liable to pay to the Bank will be deducted by the Bank from the amount due to the bidder or his agent or set off against the bid security furnished to the Bank, without prejudice to any other right of the Bank.

The balance of such monies, less such deductions will be paid to the bidder on satisfactory execution of the Contract.

If the bidder or his agents fail to execute the Contract in a satisfactory manner, or if his conduct is considered improper or if he contravenes any of the laws and conditions of the contract, his name will be placed on the list of defaulting Bidders.

The Bidder and/or his duly appointed agent shall be responsible for the prompt delivery of the Primary Site co-location.

In the event of a delay in delivery of the required services, the bidder will be liable to pay to the Bank by way of penalty a sum calculated at 0.25% of the total cost of contract value for each day of delay in delivery of Primary Site Co-Location Services.

The penalty would be capped at a maximum of 10% of the contract value. The bank reserves the right to terminate the contract if the delivery is delayed by more than 40 days.

Final decision on penalties for delayed service delivery shall rest with the bank.

Annexure A: Evaluation Score Criteria

This section includes vendor evaluation criteria. The bidder must score at-least 70% in the following evaluation criteria to be eligible for successful bidding:

No	Evaluation Factors and Description	Total Marks	Max Marks	Total Marks and Distribution ranking
1	The bidder must have experience in Data Centre operating business	15	15	If the bidder has experience of more than 7 years
			10	If the bidder has experience of more than 5 years
			5	If the bidder has experience of more than 3 years
2	Organization Financial Strength	20	20	Firm has more than Rs. 800 million annual Turnover for last Three (03) years and Audit Report is provided confirming company sound financial Position.
			15	Firm has more than Rs. 600 million annual Turnover for last Three (03) years and Audit Report is provided confirming company sound financial Position.
			10	Firm has more than Rs. 500 million annual Turnover for last Three (03) years and Audit Report is provided confirming company sound financial Position.
			0	Firm has less than Rs. 400 million annual Turnover for last Three (03) years and Audit Report is provided confirming company sound financial Position.
3	Data center specifications	30	40	The proposed site is Tier IV Certified.
			30	The proposed site is Tier III Certified.
			10	The proposed site is Tier III compliant.
4	Bidders relevant experience (Project References without proof will not be considered during evaluation of this line item.)	40	40	The proposed site / data center is providing co-location services to at least 10 large companies / enterprises of which at least 2 are financial institutions

			25	The proposed site / data center is providing co-location services to at least 7 large companies / enterprises of which at least 1 are financial institutions
			10	The proposed site / data center is providing co-location services to at least 4 large companies / enterprises of which at least 1 is financial institutions
5	Technical Bid Completeness (documentary proof, brochures, diagrams, non-deviation material, relativity etc.)	30	30	To be assigned by Technical Evaluation Committee
6	Specification requirement for Primary Site colocation	65	65	Decided by the technical evaluation committee

Annexure B – Specification Requirements for Primary Site Co-Location

The proposed DC should meet minimum Tier III or higher Data Center specifications. The bidder shall provide sufficient electrical connections, Air conditioning, backup power through UPS and Generator, network communication facilities, Surveillance, access control system, fire suppression system, physical security etc as applicable for DC and as required for the proposed equipment on 24x7x365 basis in order to maintain uptime of all such facilities at as per SLA. Vendor has to ensure no infiltration in Bank setup including its systems, network etc.

Below is the technical specification criteria matrix as desired by FWBL, bidder need to provide detailed answers / evidences and information regarding each point.

Sno.	Area
A	TECHNICAL SECURITY REQUIREMENTS
A1	The bidder to quote for 42 U Rack space in the proposed Data Centre with redundant Power from two different paths / main power outlet are to be ensured to the Racks as per the technical requirement of the bank and Data centre facility should have a separate power metering for customer's allocated area / racks
A2	The Bidder shall ensure the Primary Data Centre site is carrier neutral and there is no issue for deployment of Fibre or Non Fiber communication circuits including wired or wireless, MPLS network. Service provider should have available space to mount VSAT link
A3	Does site have a proven uptime of 99.94% or greater? (documentary evidence required)
A4	The bidder should to provide Layer 2 VPN/MPLS or Internet facility between the proposed Primary Site and FWBL.
A6	Bidder shall be responsible to provide physical & remote access to FWBL's nominated resource personnel for routine operations on its environment
B	PHYSICAL & ENVIRONMENTAL SECURITY REQUIREMENTS
B1	Bidder should host the entire infrastructure in a secure data center which should be at least Tier III compliant facility. Service Provider should have data center facility no higher than 3rd floor of a building and should have either raised flooring or anti-static flooring tiles with Cable ladder running on the roof
B3	How does your company handle/protect confidentiality?
B4	All facility management including N+1 Precision cooling, N+1 UPS, N+1 Generators is the responsibility of the provider
B5	Bidder should have Centralized 24*7*365 helpdesk architecture and submit the list of technical support staff
B6	Bidder should provide advanced system security, monitoring & management. Service provider should provide necessary monitoring web based interface to customer. Historical monitoring logs should be maintained by service provider and should be verifiable /auditable
B7	Bidder should ensure that Fire Suppression and Protection System should include two levels of redundancy. Please describe in detail fire detection and suppression systems protecting the customer area, the monitoring tools and the procedures used to manage and maintain it.
B8	Bidder should ensure that the floors as well as the ceiling should be based on false flooring and ceiling where the wire conduits and the fire protection systems are installed
B9	Bidder should ensure that physical access to the Main Data Centre facility should be protected through access card based authentication system

B10	Dust free environment inside the machine room and controlled humidity.
B11	Bidder should provide uninterruptible redundant power system and network connectivity
B12	Bidder should provide world class controlling atmospheric conditioning system at the data center including redundant precision cooling units. Desired temperature should 20 Degree Celsius or below.
B13	Bidder should ensure that services provided are to be backed by high QOS (Quality of Service) / SLA (Service Level Agreement)
B14	Bidder should ensure that the entire premises are monitored through Video Based Close Circuit TV system for 24X7 Security Surveillance. Please describe your security surveillance systems
B15	Bidder should ensure that the entire Racks/Space of FWBL available for monitoring from FWBL Data Centre through Video surveillance.
B16	Bidder should ensure that general level security personnel should available on 24 hour basis at all the entry and exit points into the premise with any non-employee entrance restricted to only one entry point.
B17	Bidder should ensure that physical entry of any visitor or non-employee beyond the Reception Lobby should be permitted only with authorized employee presence at all times within the facility to build in additional level of security.
B18	Bidder should ensure that they should be accessible by means of a. 24x7 Phone Support b. 24x7 Smart Messaging c. Via Email
B19	FWBL will enter in to the contract initially for the balance of Fiscal Year 17 and that will be extendable to another 3 years (renewable on annual basis).
B20	Bidder should have Data Centre constructed to world class hosting standards as defined by the either "Uptime I institute, USA" or any other data centre standards authority.
C	FACILITY INFRASTRUCTURE
C1	Describe the secured staging, testing, and spare part storage areas in the facility.
C4	What is the total current power and cooling capacity of the facility and how much is committed to current customers?
C10	Describe environmental and power monitoring techniques, tools, etc.
C11	How is power & cooling distributed? What is the maximum kW per rack you can support from a power and cooling perspective? How is this achieved?
C2	Please describe in detail the power infrastructure and age. Describe incoming power feeds, backup power feeds, generation methods, equipment vendors, planned maintenance activities and monitoring systems. Please provide a detailed one-line diagram and all refresh schedules for major items such as UPS batteries.
C3	Please describe in detail the cooling infrastructure and age. Describe the equipment used; provide a detailed mechanical one-line diagram, and temperature/humidity set points. Include heat rejection limits if any.

C5	<p>Describe your network architecture:</p> <ul style="list-style-type: none"> a) What network carriers are available from your facility? Does site have multiple active and fully redundant fiber b) Communication paths to the data centre? c) Does site have multiple active and fully redundant Ethernet data communication paths to FWBL equipment? d) What level of bandwidth connectivity is available? e) How is connectivity achieved from the carrier to the client racks? f) Please describe “Meet Me Room” features and capabilities. g) What kind of security measures are in place to protect against threats to client data?
C6	What is the total facility square footage and what expansion capabilities do you have.
C7	How are client spaces delineated?
C8	Describe loading dock and freight elevation.
C9	Is secure storage available for new deliveries?
C14	Please provide maintenance and testing schedules for major equipment subsystems.
C12	How many customers are served from this facility?
C13	Does the facility house only data centre tenants? If not provide a specific description of the type of business of all other tenants
C15	Describe the cable pathway options (overhead, ceiling, under floor).
D	OPERATIONS AND PERFORMANCE
D1	How a service request logged and what is the average time to complete a service ticket? Indicate your process for notifying us of your noncompliance with the SLA.
D2	Describe your current technical staff and their capabilities and what level of certifications do your employees maintain (please provide the staff certification(s) copies)
D3	Please describe all facility monitoring systems in place and the level of tenant access to these systems.
D4	<p>What security measures are in place to protect client assets?</p> <ul style="list-style-type: none"> a. Is physical access available 24x7 to access equipment? If not, what are the hours of availability? b. What access is setup for client, vendors (install/repair), and auditors? c. What refuelling contract are in place
D5	Describe the process for clients to have equipment received and staged at your facility.
D6	Is your facility manned with technical staff capable of performing remote hands operations 24 hours a day, 7 days a week, and 365 days a year?
D7	What background checks are performed for all site personnel that might have access to the proposed datacentre space?

Annexure C – Technical Bid Documentation

TECHNICAL BID COVER LETTER

Tender Reference No:

Date:

IT Division, FWBL.
Head Office, Mezzanine Floor,
STSM Foundation Building,
Civil Lines, Dr Zia-ud-Din Ahmed Road,
Karachi.

Dear Sir,

Sub: your RFP for “PRIMARY DATA CENTER CO-LOCATION SITE” dated DD-MM-YYYY.

With reference to your subject RFP, we have examined and understood the instructions including all annexure, terms and conditions, project scope forming part of the RFP, we hereby enclose our Technical Bid for “FWBL PRIMARY DATA CENTER CO-LOCATION SITE” as mentioned in the RFP documents.

In the event of acceptance of our bid by The Bank (FWBL) we undertake the FWBL PRIMARY DATA CENTER CO-LOCATION SITE for FWBL as per your purchase orders.

We agree to abide by the terms and conditions of this bid offer till 180 days from the date of opening of bids and our offer shall remain binding upon us which may be accepted by the Bank any time before expiry of 180 days.

Until a formal contract is executed, this tender offer, together with The Bank’s written acceptance thereof and Bank’s notification of award, shall constitute a binding contract between us.

Dated this day of _____ 2017

Signature: (In the Capacity of) _____

Duly authorized to sign the tender offer for and on behalf of

BID PARTICULARS

Name of the Bidder.	
Is the Bidder the Owner of the solution or an Authorized Partner?	
Registered Address of the Bidder.	
Name and 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 / SERVICE PROVIDER PROFILE:

S. No.	Name of the Company	
01.	Indicate whether the Company is the lead Bidder and whether the Company is the Solution Owner or an Authorized Partner.	
02.	Year Established	
03.	Turnover (in PKR)	FY 2014: FY 2015: FY 2016:
04.	Profit After Tax (in PKR)	FY 2014: FY 2015: FY 2016:
05.	Proposed role of the member in the project	
07.	Head Office Address	
08	Telephone No. (with country and area code)	
09	Fax No. (with country and area code)	
10	E-mail Address	
11	Name of the Key representative for this project	
12	Any accreditations / Certifications of organization and resources	

The Bidder should fill this Annexure for the Bidder and any other member of the consortium separately (including the Solution Owner / Service Provider and Partner)

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

DETAILS OF PRIOR EXPERIENCE

Please provide details of prior experience of the Bidder / Service Provider (Owner) in Primary Site co-location.

For each prior experience reference that the Bidder wants to highlight, one sheet in the below template should be submitted in the proposal and should be supported by a copy of the purchase order as documentary evidence in **“Annexure – Evidences”** of the proposal.

Name of the client bank:	
Country:	
Client address:	
Assignment Type	
Description of the assignment and the scope of services delivered by the Bidder to the clients	
Description of the solution. Also indicate whether it is the same as the solution proposed to the bank	
Assignment Duration (in months)	
Assignment Start Date (Month & Year)	
Assignment End Date (Month & Year)	
Total No. of staff months in the assignment	
Approximate value of contract (PKR or USD)	PKR / USD
Client Reference 1	Name: Designation: Address: Phone No. Mobile No. Email Address:
Client Reference 2	Name: Designation: Address: Phone No. Mobile No. Email Address:

Name: _____
 Location: _____
 Date: _____

 Company Seal & Bidder’s Signature

Annexure D – Financial Bid Documentation

FINANCIAL BID COVER LETTER

Tender Reference No:

Date:

IT Division, FWBL.
Head Office, Mezzanine Floor,
STSM Foundation Building,
Civil Lines, Dr Zia-ud-Din Ahmed Road,
Karachi, Pakistan

Dear Sir,

Sub: your RFP for “FWBL PRIMARY DATA CENTER CO-LOCATION SITE” dated DD -MM-YYYY.

Having examined the RFP including all mention requirements, we, the undersigned, offer to deliver services in conformity with the said RFP and in accordance with our proposal and total cost indicated in the enclosed Commercial Bid for FWBL PRIMARY DATA CENTER CO-LOCATION SITE as mentioned in the in the RFP document.

All the prices mentioned in our bid are in accordance with the terms as specified in the bidding documents. We agree to abide by this bid for the period of 180 days from the date of bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We further confirm that the prices stated in our bid are in accordance with your Instruction to Bidders included in bidding documents.

If our bid is accepted, we will submit the BID Security (in the format prescribed by the Bank) for a sum equivalent to 5% of the value of the contract to the Bank valid for a period of one year in favor of First Women Bank Ltd. for the due performance of the Contract.

Until a formal contract is prepared and executed, this bid, together with the bank’s written acceptance thereof and bank’s notification of award, shall constitute a binding Contract between us.

Dated this day of _____ 2017

Signature: (In the Capacity of) _____

Duly authorized to sign the tender offer for and on behalf of

Name: _____

Location: _____

Company Seal & Bidder’s Signature & Date

FINANCIAL / COMMERCIAL BID:

Item DESCRIPTION	Units	COST (PKR)COST (PKR)	APPLICABLE TAX (PKR)
Monthly cost of proposed solution for the Primary data center co-location site as required by FWBL. (42U Rack Space)	2		
Power Cost of 1 AMP or Equivalent maximum of 32 AMP or equivalent	1		

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