

Request for Proposal

Procurement of Fortigate Firewall License/Support Renewal

Published Date:

16th December 2024

FWBL\HO\IT\NA-DA\2024\11

Proposals Submission Dead line Date:

2nd January 2025 4:00 PM

Opening of Technical Bid:

2nd January 2025 4:30 PM

First Women Bank Limited

Proprietary Notice: This document contains information proprietary to First Women Bank Limited (FWBL) may not be reproduced, copied or used for purposes other than its intended use without the prior written consent of FWBL.

Procurement of Fortigate Firewall License/Support Renewal

Version 1.0

Proposal	3
Submission Details	3
Submission Deadline	3
Submission Questions & Clarifications	3
Eligibility Criteria	4
Terms of Reference	5
Submission Timeline & Location	7
Proposals Evaluation Criteria	7
FORMAT FOR TECHNICAL BID	7
FORMAT FOR FINANCIAL BID	8
Bid Currency and Validity	8
Payment Terms	9
Complete Pricing	9
Annexure A – Technical Bid Documentation	9
BID PARTICULARS	9
Annexure B – Financial Bid Documentation	10
COMMERCIAL BID	10

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 meet the “Eligibility Criteria”, meet the technical requirement 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 or meet the Technical requirement 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 technical and financial evaluations will be published on FWBL website and PPRA.

The successful bidder, who meets the combined evaluation criteria, will have a meeting with FWBL's management to discuss the specific requirements and procedures for carrying out this assignment in detail.

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 2nd January 2025 04:00 PM in a one sealed envelope containing two different separate sealed envelopes as described in the proposal section above. Submission will be valid if:

- Responses to RFP are submitted no later than 2nd January 2025 04:00 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 one sealed envelope containing two different separate sealed envelopes as described in the proposal section above.

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 Ahmed / Daniyal Ahmed

Email: ahmed.naveed@fwbl.com.pk / Daniyal Ahmed@fwbl.com.pk

All queries for the subject tender (if any) should be sent to above mentioned email address at least 03 working days prior to bid opening date.

Bidder Eligibility Criteria

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

	Criteria	Proof of documents
1	Bidder term of existence in Pakistan must be at least 10 (Ten) years	Relevant proof of existence (Certificate of Incorporation, Memorandum of Association, Certificate of commencement of business, Extract from the Register of Firms maintained by the Registrar etc. confirming the incorporation of the commercial entity or other relevant documents where applicable depending on the type of entity as mentioned above, shall be provided with valid tax payment documentation (FBR, Sales Tax Returns, NTN individual, NTN Company, Provincial Tax) whichever is applicable depending on type of organization (Public Ltd/Private Ltd/Partnership firm or any other form permissible under Pakistan Law). (Documentation Proof must be provided with proper reference (page No) in the proposal)
2	The Bidder should have minimum annual turnover of Rs. 100 Million	Last three financial years and must submit their audited financial reports or Income Tax returns.
3	OEM existence must be of 10 (Ten) years in Pakistan	Valid Proof
4	OEM-Standing	OEM of the proposed equipment must be in the Gartner Magic Quadrant for Network firewalls / Unified Threat Management (UTM) / Secure Web Gateways (SWG) / Enterprise Wired and Wireless LAN infrastructure
5	Replacement	OEM should have direct replacement facilities of faulty parts for same day (24x7x 4) in major cities of Pakistan
6	Bidder must be OEM's Authorized Partner for last 03 (Three) consecutive years	Valid Agreement of Partnership with the OEM
7	Bidder must have Direct Partnership with the OEM of the proposed solution	Provide latest Authorization Form from principal supplier as per the requirements (guarantee, warranty and maintenance). Authorized especially for this procurement
8	Bidder must have valid partnership certificate of OEM for last 3 (Three) consecutive years	Documentation Proof must be provided with proper reference (page No) in the proposal
9	The OEM/Bidder should have experience of supplying, deploying and maintaining proposed solution / support for at least 5 (Five) FIS with project engagement of at-least PKR 100 million per project in Pakistan, 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

Procurement of Fortigate Firewall License/Support Renewal

Version 1.0

10	Bidder should have technical of at least 3 (Three) OEM certified /trained technical resources of quoted solution	Bidder should provide 3 CV's/profile of their proposed solution for implementation and support, the profiles should be employees of the company and must have relevant experience.
11	Bidder should have office/presence major cities of Pakistan (e.g. Karachi, Lahore or Islamabad	Documentation Proof must be provided with proper reference (page No) in the proposal)
12	Blacklisting	Bidder should provide an undertaking on legal paper stating that "the bidder's company is not blacklisted by any Government entity in Pakistan for unsatisfactory past performance, corrupt, fraudulent or any other unethical business practices and also not involved in any kind of lawsuits either current or pending. "
13	BOQ	Bidder must submit detail BOQ with financial proposal.
14	Solution	Vendor must offer a complete solution from a single OEM. Solutions involving multiple OEMs will not be accepted.

Terms of Reference

The bidder MUST meet the following to be a successful bidder

1	Delivery of equipment / solution as per BOQ items and associate related warranty in OEM's portal.
2	The proposed solution shall include hardware replacement / repair / S.w warranty for 1 year.
3	Bidder to submit their detail quotation including all accessories with part # and any software / service / support licenses recurring price along with BOQ
4	The License, warranties and support services will be in the name of FWBL for all equipment and software loaded on the equipment delivered.
5	Bidder's proposal must meet the stated requirements of the RFP in all respects without substitution or alteration of required functionality.
6	Bidder is responsible to provide end to end solution and ensure to configure the devices are per the FWBL requirement.
7	Bidder is responsible for migration from the current setup to newly proposed solution to both Primary and DR data centers if needed .
8	Bidders must ensure the installation, configuration and testing for both sites and ensure smooth cutover without any downtime.
9	Bidder must ensure Testing of Fail over test b/w Primary and DR site

Procurement of Fortigate Firewall License/Support Renewal

Version 1.0

10	Bidder should responsible for conducting VAPT of the devices and should get conducted by a third party
11	Proposed equipment/s must not be in the list of End of Sale / End of Life / End of Support from OEM
12	Bidders must propose specifications as specified in this section (as per BOQ table).
13	Bidder shall ensure that all BOQ of equipment should delivered within 3 weeks after issuance of PO.
14	Submission of bid bond equivalent of 5% of services (inclusive of applicable taxes).

NOTE: Any proposal that do not include above mentioned documents, evidence and/or reports may not qualify for further evaluation.

The deliverables of the assignment as required by the FWBL are mentioned below: BOQ Table

S#	Product Model	Qty	Expiration Date	Renewal Date Should be
1	FortiGate 61F COTERM-FortiGate-61F FortiCare Premium Support	1	2024-05-14	2025-12-31
2	FortiAnalyzer VM COTERM S-Series- COTERM- Complete support	1	2024-06-14	2025-12-31
3	FortiManager VM S-Series- COTERM- Complete support	1	2024-06-14	2025-12-31
4	FortiGate 61F COTERM-FortiGate-61F FortiCare Premium Support	1	2024-06-14	2025-12-31
5	FortiGate 61F COTERM-FortiGate-61F FortiCare Premium Support	1	2024-06-22	2025-12-31
6	FortiGate 61F COTERM-FortiGate-61F FortiCare Premium Support	24	2024-08-27	2025-12-31
7	FortiGate 61F COTERM-FortiGate-61F FortiCare Premium Support	26	2024-08-28	2025-12-31
8	FortiGate 401E Advanced Threat Protection (IPS, Advanced Malware Protection Service, Application Control, and FortiCare Premium)- COTERM	3	2025-03-08	2025-12-31
9	FortiGate 101E Unified Threat Protection (UTP) (IPS, Advanced Malware Protection, Application Control, URL, DNS & Video Filtering, Antispam Service, and FortiCare Premium)- COTERM	1	2025-03-22	2025-12-31
10	FortiGate 61F COTERM-FortiGate-61F FortiCare Premium Support	2	2-025-03-26	2025-12-31

Trainings & Resident Engineer	
Trainings	Bidder to provide official expert level training from certified trainer to at least 02 resources leading to certifications & training.
Resident Engineer	Bidder to provide a resident engineer for a period of 12 months from the date of PO

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 **2 January 2025 04:00 PM**. **Technical** proposals will be opened on same date at **4:30PM** in 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	16 Dec 2024
Proposal Submission Due Date	2 nd January 2025 4:00 PM
Opening of Technical Bids	2 nd January 2025 4:30 PM
Opening of Financial Bids	To be decided later
Publishing of Combined Evaluation Report	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.

FORMAT FOR TECHNICAL BID

Technical Bids must be made in an organized and structured manner in the following form. 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
- Documentation indicating that bidder is an Authorized reseller of the mentioned product for at least last 3 years.
- Deployment references as required in RFP
- Technical specification of the proposed equipment
- Should have minimum two (3) Certified Resource
- Bidder / Consortium Member's Profile
- All Technical points as mentioned under Eligibility Criteria above
- All Technical points as mentioned under Terms of reference above
- 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 Statement of Income Tax Return

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.

- Financial Bid - Commercial Bid Cover Letter
- Financial Bid - Commercial Bid for Servers
- Bid Security
- Payment Terms
- All Financial points as mentioned under Eligibility Criteria above
- All Financial points as mentioned under Terms of reference above

Bid Currency and Validity

- Given the current volatility in USD/PKR exchange rate, bidders are requested to quote prices in USD.
- Bidder will provide invoice based on the USD/PKR currency exchange rate on the date of Purchase Order issuance date will be considered as the ceiling for conversion of FCY amount billed to FWBL. In case, currency exchange rate is below the ceiling amount (at the time of invoice), payments will be made as per prevailing currency exchange rate
- Bid validity will be 90 days after the submission of proposals

Payment Terms

Payment schedules is as below

Project Phase	Payment Plan
PO Issuance	20%
License Availability	50%
Completion of Configuration as Per Agreed design / Completion of Project	30%

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

Annexure B – Financial Bid Documentation

COMMERCIAL BID

Bidders are requested to provide quotation for a 1-years warranty terms.

Item Description	Qty.	Cost (USD)	Applicable Tax (USD)	Total Cost (USD)
Total Devices (For Renewal of Licenses and Support)	61			

- Given the current volatility in USD/PKR exchange rate, bidders are requested to quote prices in USD.
- All payments against invoices submitted during the course of the project will be made in PKR.
- USD/PKR currency exchange rate on the date of Purchase Order issuance date will be considered as the ceiling for conversion of FCY amount billed to FWBL. In case, currency exchange rate is below the ceiling amount (at the time of invoice), payments will be made as per prevailing currency exchange rate.
- Successful bidder will be required to open a deposit account with FWBL that will be used to credit payments against invoices submitted by successful bidder.

Rates should be quoted in USD 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