

Request for Proposal

VMware Support Renewal

Published Date:

23 September, 2022

FWBL\HO\IT\KK\2022\09

Proposals Submission Dead line Date: 13 October, 2022 11:00 AM

Opening of Technical & Financial Bid: 13 October, 2022 11:30 AM

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 13 October, 2022 11:00 AM in a single sealed envelope containing one sealed envelope.

Submission will be valid if:

- Responses to RFP are submitted no later than 13 October, 2022 11:00 AM 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 one sealed envelope 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.

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 request for proposal document is solely for the purpose of providing interested parties with sufficient information to enable them to prepare and submit a proposal for providing renewal for existing VMware Support

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 must be OEM or authorized reseller of the proposed product for at least last 3 years.

Terms of Reference

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

- VMware Support Renewal.
- Expected time frame for the delivery of licenses should be within 30 calendar days after agreed upon advance payment by FWBL.

Product Description	Quantity	Period
Production Support Coverage VMware vSphere 7 Standard for 1 processors	6	1 Year
Production Support Coverage VMware vCenter Server 7 Standard for vSphere 7	1	1 year

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 **13 October, 2022 11:00 AM**. **Technical and financial** proposals 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	23 September, 2022
Proposal Submission Due Date	13 October, 2022 11:00 AM
Opening of Technical and Financial Bids	13 October, 2022 11:30 AM
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 proposed product for at least last 3 years.
- Bidder / Consortium Member's Profile
- 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.

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 VMware Support Renewal
- Bid Security
- Payment Terms

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 “Inter Bank” exchange rate as on the date of purchase order issuance.
- Bid validity will be 90 days after the submission of proposals

Payment Terms

Payment schedules is as below

Project Phase	Payment Plan
Delivery of Support Kit	100%

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

Item DESCRIPTION	QTY	COST (USD)	APPLICABLE TAX (USD)	Total Cost (USD)
Production Support Coverage VMware vSphere 7 Standard for 1 processors	6			
Production Support Coverage VMware Vcenter Server 7Standard for vSphere 7	1			

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 “Inter Bank” exchange rate as on the date of purchase order issuance.

Bidder submit the quote 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