

Request for Proposal

**Renewal of CISCO SMARTNET ROUTER/SWITCHES /FIREWALL Licenses & Support
Renewal for Primary/DR/Head Office/ Branches FWBL**

Published Date:

Thursday, 30TH January 2025

FWBL\HO\IT\NA-DA\2025\23\DC

Proposals Submission Dead line Date:

14th February 2025 11:00 AM

Opening of Technical Bid:

14th February 2025 11:30 AM

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.

Proposal - Section 1 3

Submission Details - Section 2 3

Bidder Eligibility Criteria – Section 3..... 5

Bidder Technical Requirement - Section 4..... 5

BOQ - Section 5 7

Submission Timeline & Location – Section 6..... 8

Proposals Evaluation Criteria - Section 7 8

Format for Technical BID Submission– Section 8.....9

Format for Financial BID Submission - Section 910

Proposal – Section 1

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 – Section 2

Submission Deadline

All proposal submissions for responding to this request must be submitted on or before 22 January 2025 11:00 AM 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 Friday, 14 February 2025 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 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

Email: ahmed.naveed@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- Section 3

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

	Criteria	Requirement	Proof of documents
1	Bidder Existence	Bidder term of existence in Pakistan must be at least 5 (Five) 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	Bidder Turnover (PKR)	The Bidder should have minimum annual turnover of Rs. 50 Million	Last three financial years and must submit their audited financial reports or Income Tax returns.
3	OEM Presence	OEM existence must be of 10 (Ten) years Globally	Valid Proof
4	OEM Standing	OEM of the proposed equipment must be in the Gartner Magic Quadrant for Purposed Solution	Valid Proof
5	Bidder / OEM Support	OEM should have direct Support facilities of a day (24x7x 4) or NBD in major cities of Pakistan	Valid Proof
6	Bidder – OEM Partnership	Bidder must be OEM's Authorized Partner for last 02 (Two) consecutive years	Valid Agreement of Partnership with the OEM with Proof on Principal Website / OEM Letter Provide latest Authorization Form from principal supplier as per the requirements (guarantee / warranty / Support maintenance). Authorized especially for this procurement Documentation Proof must be provided with proper reference (page No) in the proposal or on Principal Website

7	OEM / Bidder Experience	OEM / Bidder should have experience of supplying, deploying and maintaining proposed solution for at least 5 Banks with project engagement , total of at-least PKR 50 million 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
10	Bidder Certification	Bidder should have technical of at least 3 (Three) OEM certified /trained below technical resources 1. Expert Level of Purposed 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 presence	Bidder should have office/presence in all major cities of Pakistan (e.g. Karachi, Lahore or Islamabad	Documentation Proof must be provided with proper reference (page No) in the proposal)
12	Bidder Blacklisting	Bidder should not be blacklisted	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	Bidder – Subcontract	Bidder should not subcontract the project or any part of the project during the project whole life cycle i.e. one from the date of execution	Bidder should submit an Affidavit that bidder will not subcontract any part of the project/solution to any other vendor

Bidder Technical Requirement – Section 4

The bidder MUST meet the following to be a successful bidder

1	Bidder must submit details financial proposal as per BOQ
2	Bidder must offer a complete solution from a SINGLE OEM
3	Delivery of equipment as per BOQ items and associate related warranty in OEM's portal.
4	The proposed solution shall include warranty for 1 year.
5	Replacement/upgradation of any part / software / patches /equipment is within same business day
5	Bidder to submit their detail quotation including purpose solution license with part # and any software / service / support licenses recurring price along with BOQ, if applicable
6	The License, warranties and support services will be in the name of FWBL for all equipment or software loaded on the equipment delivered.
7	Bidder's proposal must meet the stated requirements of the RFP in all respects without substitution or alteration of required functionality.
8	Bidder is responsible to provide end to end solution and ensure to configure the purpose solution are as per the FWBL requirement.
9	Bidder is responsible for migration and upgradation from the current setup to newly proposed solution of any
10	Bidders must ensure the installation, configuration and testing from existing (if any) to newly proposed solution and ensure smooth cutover without any downtime.
11	Proposed Technical solution must be supported as per BOQ .
12	Bidders must propose specifications as specified as per BOQ table
13	Bidder shall ensure that all BOQ of purposed solution should delivered within 04 weeks after issuance of PO.
15	Submission of bid bond equivalent of 5% of the service bid (inclusive of applicable taxes).

Warranty & Service Level Agreement	
Warranty & Service Level Agreement	Software support must be provided by OEM throughout the contracted period as per BOQ details

BOQ – Section 5

Device	TOTAL	Hardware	Qty	Product #	Product Description	Serial no	End Date	EOL/EOS Date	New Date	Period
Switches	5	Cisco Catalyst 3650 48 Port	2	WS-C3650-48TD-E	^Cisco Catalyst 3650 48 Port Data 2x10G Uplink IP Services	FDO2016E1VF	24-Jan-25	31-Oct-26	24-Jan-25	12 Months
				WS-C3650-48TD-E	^Cisco Catalyst 3650 48 Port Data 2x10G Uplink IP Services	FDO2016E1VS	24-Jan-25	31-Oct-26	24-Jan-25	12 Months
		Catalyst 2960 Plus 48 Ports	1	WS-C2960+48TC-S	^Catalyst 2960 Plus 48 10/100 + 2 T/SFP LAN Lite	FOC1838Y0LQ	24-Jan-25	31-Oct-26	24-Jan-25	12 Months
		Catalyst 2960 Plus 24 Ports	1	WS-C2960+24TC-S	^Catalyst 2960 Plus 24 10/100 + 2 T/SFP LAN Lite	FOC1834Z2YX	24-Jan-25	31-Oct-26	24-Jan-25	12 Months
		Catalyst 2960-X 24 Ports	1	WS-C2960X-24TS-L	Catalyst 2960-X 24 GigE, 4 x 1G SFP, LAN Base	FCW2019A4CR	24-Jan-25	31-Oct-26	24-Jan-25	12 Months
Routers	6	Cisco 880 Series Integrated Services Routers	1	C887VA-K9	Cisco 880 Series Integrated Services Routers	FCZ183292R9	24-Jan-25	31-Oct-25	31-Oct-25	9 Months
		Cisco 1121	1	C1121-4P	ISR 1100 4P Dual GE SFP Router	FGL2422LHCO	24-Jan-25	-	24-Jan-25	12 Months
		Cisco ISR 4221	1	ISR4221/K9	Cisco ISR 4221 (2GE,2NIM,8G FLASH,4G DRAM,IPB)	FGL231531X8	24-Jan-25	30-Oct-28	24-Jan-25	12 Months
		Cisco ISR 4321	3	ISR4321/K9	Cisco ISR 4321 (2GE,2NIM,4G FLASH,4G DRAM,IPB)	FDO2414M3QQ	24-Jan-25	30-Oct-28	24-Jan-25	12 Months
				ISR4321/K9	Cisco ISR 4321 (2GE,2NIM,4G FLASH,4G DRAM,IPB)	FDO2414M3QR	24-Jan-25	30-Oct-28	24-Jan-25	12 Months
				ISR4321/K9	Cisco ISR 4321 (2GE,2NIM,4G FLASH,4G DRAM,IPB)	FDO2414M3QP	24-Jan-25	30-Oct-28	24-Jan-25	12 Months
Firewalls	5	ASA 5525-X	3	ASA5525-K9	ASA 5525-X	FGL173240ZU	24-Jan-25	30-Oct-25	30-Oct-25	8 Months
				ASA5525-K9	ASA 5525-X	FGL202340G1	24-Jan-25	30-Oct-25	30-Oct-25	8 Months
				ASA5525-K9	ASA 5525-X	FGL173441LD	24-Jan-25	30-Oct-25	30-Oct-25	8 Months
		ASA 5508-X	2	ASA5508-K9	ASA 5508-X	JMX2027Y0X2	24-Jan-25	31-Aug-26	24-Jan-25	12 Months
				ASA5508-K9	ASA 5508-X	JMX2038Y1E1	24-Jan-25	31-Aug-26	24-Jan-25	12 Months

Submission Timeline & Location – Section 6

Location and Timing

Bids/Proposals must be delivered to the FWBL, on or before **Friday, 14 February 2025 11:00 AM**. Technical proposal 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.

The proposal must follow as per the following high level schedule.

Milestone	Date
RFP Released	Thursday, 30 January 2025
Proposal Submission Due Date	14 February 2025 11:00 AM
Opening of Technical Bids	14 February 2025 11:30 AM
Opening of Financial Bids	To be decided later
Publishing of Combined Evaluation Report	To be decided later

FWBL reserves the right to modify below timeline at any time. For any reason if the due date for proposals needs to be changed, all prospective respondents shall be notified as per PPRA rule.

Proposals Evaluation Criteria - Section 7

Bidders who meets all the requirement as per section 3, 4 and 5 will be eligible for the financial bids opening and financial bids opening date will be announced to them.

The bidder with lowest financial bid (inclusive of applicable taxes) will be considered as the lowest bidder for further evaluation of documents.

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.

Format for Technical BID Submission – Section 8
--

Bidder should submit

- 1- Technical bid submission cover letter
- 2- Bidder Technical Bids must be made in an organized and structured manner as mentioned in section 3,4 and 5 by adding a column referring their evidences / documents to each point, for example

OEM Presence	OEM existence must be of 10 (Ten) years Globally	Valid Proof	Proof document attached refer to Section XX , Bidder Document page # yy
--------------	--	-------------	---

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: _____

Format for Financial BID Submission– Section 9

The financial bid should be accompanied by

1. Financial Bid - Commercial Bid Cover Letter
2. Bid Security
3. Payment Terms

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.

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%
Hardware Delivery (if any)	50%
Completion of Configuration as Per Agreed design / Project Completion	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.

COMMERCIAL BID

Bidders may provide commercials for the following

Item Description	Total Qty.	Cost (USD)	Applicable Tax (USD)	Total Cost (USD)
Renewal of CISCO SMARTNET ROUTER/SWITCHES /FIREWALL Licenses & Support Renewal for Primary/DR/Head Office/ Branches FWBL	16			

- 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