



Request for Quotation - Hardware and Software for PPM application

02/01/2019

RESERVE BANK INFORMATION TECHNOLOGY PRIVATE
LIMITED

MUMBAI – 400 705

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1. About ReBIT

ReBIT has been set up by the Reserve Bank of India (RBI), to take care of the IT requirements, including the cyber security needs of the Reserve Bank and its regulated entities. ReBIT will act as a catalyst for innovation, big systems and new ideas apart from having the capability to guide the regulated entities in the IT areas of their operations as also for the RBI's IT related functions and initiatives. Given the need for inter-operability and cross-institutional cooperation, ReBIT will effectively participate in setting up of standards to strengthen Reserve Bank's role as regulator.

2. Disclaimer & Disclosures

Reserve Bank Information Technology Private Limited (ReBIT), Mumbai, has prepared this document to give background information for procuring Hardware and software for PPM application at ReBIT. While ReBIT has taken due care in the preparation of this RFQ document and believe it to be accurate, neither ReBIT nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and not rely only on the information provided by ReBIT in submitting the bid. The information is provided on the basis that it is non-binding on ReBIT or any of its authorities or agencies or any of their respective officers, employees, agents or advisors. ReBIT reserves the right not to proceed with the project to change the configuration of the project, to alter the time table reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest. No reimbursement of cost of any type will be paid to persons or entities expressing interest. ReBIT reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever. ReBIT does not bind itself to accept the lowest or any tender and reserves the right to reject all or any bid or cancel the tender without assigning any reason whatsoever. ReBIT also has the right to re-issue the tender without the Vendors having the right to object to such reissue.

The proposal in response to RFQ should be submitted by a person duly authorized to bind the bidder to the details submitted in the proposal. The submitter should give a declaration that he/she is empowered by the competent authority to sign the necessary documents and bind the bidding.

This RFQ is neither an offer from ReBIT nor does it constitute any binding obligation or commitment on ReBIT. This RFQ is only a document that invites parties to, on a non-exclusive basis, express an interest, with no obligation, commitment or liability of any manner devolving on ReBIT, either on account of the issue of this RFQ to the interested parties, or upon receipt of any response from the interested parties thereto, or any meetings or presentations made. All expenses incurred by the interested parties as a result of responding to, or further to this RFQ, are to their account and ReBIT will not be liable in this respect whatsoever.

Please note that the information provided in the RFQ is strictly confidential and by accepting this RFQ, the interested parties undertake, not to, in any manner use any part or the whole of information, directly or indirectly learnt, for any other purpose, other than for conducting work for ReBIT.

3. RFQ requirements

3.1 Hardware and software requirement

The purpose behind issuing this RFQ is to invite quotations from the eligible vendors who will provide the required software and hardware. The Hardware should be from Dell brand.

Sr.No.	Hardware /Software	Version	Quantity
1	Hardware	Rack servers: Dell Intel Processors e.g.Xeon No. Of CPU cores per server:4 Speed In Ghz:2.6 GHz RAM In GB: 8 RAM expandable to: 16 Disk Space: 200 GB	2
2	Hardware	Rack servers: Dell Intel Processors e.g.Xeon No. Of CPU cores per server:8 Speed In Ghz:2.6 GHz RAM In GB: 16 RAM expandable to: 32 Disk Space With H/W RAID: 500 GB	2
3	Hardware	Desktop: Dell Intel Processors e.g.Xeon No. Of CPU cores per server:8 Speed In Ghz:2.6 GHz RAM In GB: 16 RAM expandable to: 32 Disk Space With H/W RAID: 500 GB	1
4	Software (OS)	Windows 2016 Standard 64 bit Edition	5
5	Software (DB)	MS SQL Server 2016 Standard 64 bit Edition	3

3.2 Warranty and Annual Maintenance Contract (AMC) support

The proposed bidder should support this hardware for a period of 7 years from the date of operationalization of the system to the satisfaction of ReBIT of which 3 years are of warranty and 4 years of AMC.

Bidder to provide comprehensive on-site support when arises and share back to back OEM warranty certificate. The selected Bidder shall give warranty for three (3) years from the date of acceptance of the systems by ReBIT. During the warranty period, the Bidder will have to undertake comprehensive maintenance of the hardware and software part of the solution.

During the warranty period the vendor should maintain the systems and shall be responsible for all costs relating to maintenance.

The vendor shall guarantee the availability of spares/Software for a period of at least Seven years in respect of all the equipment supplied by them, from date of POST Besides the above, the vendor will have to conform to the terms and conditions mentioned in the tender.

24x7 telephonic and online support should be made available by the OEMs for all the equipment for online troubleshooting to address any technical Issues including configuration and breakdowns.

ReBIT should be able to log calls directly by web/email or over phone to the OEMs 24X7 during the warranty period.

After expiry of the warranty, ReBIT shall have sole discretion to enter into Annual Maintenance Contract (AMC) either in full or in part for maintenance of Total Solution. Thereafter, ReBIT, at its discretion, may renew the AMC

4. RFQ Timelines

The key timelines for this RFQ are as below.

Sr No	Milestone	Target End Date
1.	Issue of RFQ Document	02 Jan 2019
2.	Last date and time for receipt of mail queries for clarification from bidders. Vendors submit RFQ Questions to ReBIT by email to procurement@rebit.org.in (as needed)	9 Jan 2019 before 3:00 PM
3.	ReBIT Response to Prebid queries	10 Jan 2019
4.	Final Submission of Commercial Bid	18 Jan 2018 before 5:00pm
5.	Date and Time of Bid Opening	22 Jan 2019 5:00 - 5:30 PM
6.	Award Contract	23 Jan 2019

5. Inquiries and questions

Inquiries and questions regarding the proposal document, or the terms and conditions shall be submitted via e-mail to procurement@rebit.org.in by the date and time mentioned above. All responses from ReBIT to all inquiries shall be sent via email as per above timelines.

6. Submittal Instructions

- Commercial bid, must be submitted in a sealed envelope, clearly marked as “Quotation for Hardware and Software for PPM application”.
- Commercial Bid should be submitted in sealed envelopes and EMD should be in a separate envelope
- Postal address for receiving commercial bid:
**Reserve Bank Information Technology Pvt Ltd (ReBIT),
18th floor, Cyber One, Opp. to CIDCO Exhibition Centre, Sector 30A,
Vashi, Navi Mumbai - 400703**
- Commercial Bid should be submitted on or before the deadline given in Table: RFQ Timelines.

- Any responses received after due date and time are liable to be rejected.
- ReBIT will not compensate the bidder for any expense incurred during the entire RFQ process.
- The Commercial bid submission must be in section as per the format given in the Annexure A- Commercial Bid Format.
- Sole responsibility rests with the Bidder to see that their RFQ response is received on time. Any responses received after due date and time are liable to be rejected.

7. Vendor Evaluation Process and Criteria

The vendor evaluation process and criteria is as follows:

1. During the 'Commercial' evaluation, the Consolidated 'Commercial Bid' score carries a weight of 100 percent. In case of non-acceptance of the offer by C1, the offer will be given to next successful Bidder i.e. C2, and so on.
2. The breakup of 100 percent is given below in Evaluation Criteria
3. The Bidders needs to mention the Delivery time information, along with the commercial Bid envelope

Evaluation Criteria

Serial Number	Evaluation Category	Evaluation Parameters	Score
1	Commercial	Lowest commercial bid	90
2	Delivery Time	Maximum 2 Weeks for Software and Maximum 5 Weeks for Hardware	10
	Consolidated Score		100

Commercial Bid Evaluation

1. The Bidders will have to submit the Commercial bid in relevant format as mentioned in the Annexure A.

2. The Bidder is expected to submit the Commercial bid inclusive of all applicable taxes and taxes / levies must be indicated separately.
3. The bidder with the highest consolidated commercial score will be selected as the successful bidder. In case of a tie of Total Score between two or more Bidders, the Bid with lowest delivery time would be chosen as the successful Bidder.
4. ReBIT will notify the name of the Successful Bidder.
5. Commercial bid valuation shall be considered as below in case of any kind of discrepancy in total cost calculation:
 - 5.1.If there is a discrepancy between words and figures, the amount in words shall prevail
 - 5.2.If there is a discrepancy between percentage and amount, the amount calculated as per the stipulated percentage basis shall prevail for calculating total cost
 - 5.3.If there is discrepancy between unit price and total price, the unit price shall prevail
 - 5.4.If there is a discrepancy in the total, the correct arithmetic total shall be arrived at by ReBIT Compensation. No payment of any kind will be provided to the submitting vendor, or parties they represent, for obtaining any of the information solicited.

8. Terms and Conditions for Request for Quotation

8.1.Submission Requirements

- Proposers are expected to examine the specifications, schedule of delivery, and all instructions. Failure to do so will be at the proposer's risk.
- Each proposer shall furnish all the information required in the RFQ.
- Any interpretation, correction or change of the Proposal Documents will be made by Addendum. Interpretations, corrections and changes of the Proposal Documents made in any other manner will not be binding, and Proposer shall not rely upon such interpretations, corrections and changes. ReBIT will not be responsible for oral clarification.
- ReBIT may, in its absolute discretion, seek additional information or material from any of the Bidders after the RFQ closes and all such information and material provided must be taken to form part of that Bidder's response.

- Bidders should provide details of their contact person, telephone, fax, email and full address to ensure that replies to RFQ could be conveyed promptly.
- If ReBIT, in its absolute discretion, deems that the originator of the question will gain an advantage by a response to a question, then ReBIT reserves the right to communicate such response to all Bidders.
- ReBIT may be in its absolute discretion, engage in discussion or negotiation with any Bidder (or simultaneously with more than one Bidder) after the RFQ closes to improve or clarify any response.
- ReBIT will notify successful Bidder in writing or by mail as soon as practicable about the outcome of the RFQ. ReBIT is not obliged to provide any reasons for any such acceptance or rejection.
- Bidders are not permitted to submit more than one bid.
- The cost of bidding and submission of the bids is entirely the responsibility of the bidders, regardless of the conduct or outcome of the tendering process.
- The bids that are not submitted in the prescribed format or incomplete or after due date in any sense are liable to be rejected. ReBIT reserves the right to accept or reject any bids without assigning any reason and ReBIT's decision in this regard will be treated as final.
- The bid shall be in English Language.
- All prices shall be expressed in Indian Rupees only.
- Bids once submitted will be treated, as final and no further correspondence will be entertained on this. No bid will be modified after the deadline for submission of bids.
- Contacting ReBIT - Any attempt to contact ReBIT with a view to canvas for a bid or put any pressure on any official of ReBIT may entail disqualification of the concerned bidder or its bid.

8.2. Terms of Payment

- The payment will be done within 30 Days of post successful delivery of the Hardware and conducting Power On Self-Test (POST), software licenses and valid invoice submission.
- Payment Terms a. Selected Bidder should raise single invoice for entire hardware and software which should contain individual detailed costing b. Payment towards Annual Maintenance will be made on annual basis. The invoice should be submitted at the end of each year along with satisfaction report from the concerned users/office.

- Bidder should be willing to accept payment through Electronic Payment System (RTGS or NEFT)

Earnest Money Deposit

1. Bidder may submit the Earnest Money Deposit (EMD) value in INR currency through a Demand Draft. The value of the EMD is INR 40, 000/- (Indian Rupees forty thousand only)
 - a. The DD should be in favor of
“Reserve Bank Information Technology Pvt Ltd”
 - b. The EMD/DD should be valid for the period of one year from the last date of submission of bid. The non-submission of EMD/DD will lead to rejection of the bid. The irrevocable DD issued by a scheduled commercial bank only, shall be acceptable to the ReBIT.
 - c. The physical copy of Demand Draft must be submitted before the commercial bid opening.
2. If the EMD is received after the designated date and time for submission of the Bid, ReBIT, at its discretion may reject the bid.
3. EMD of unsuccessful Bidders shall be returned within 30 days from the final result of the bidding process and declaration of the Successful Bidder
4. EMD of the successful bidder will be returned, post-delivery of the items
The EMD will not carry any interest.
5. Offers made without the Earnest money deposit will be rejected.
6. ReBIT may to retain the EMD amount, in case the vendor fails to honour their commercial bid obligation
7. The amount of Earnest money deposit would be forfeited in the following scenarios:
 - a. In case the Bidder withdraws the bid prior to validity period of the bid without providing any satisfactory reason;
 - b. In case the successful Bidder fails to accept and sign the contract as specified in this document without any satisfactory reason;

8.3.Taxes and Duties

Prices should be inclusive of all taxes, duties, charges and levies of State or Central Governments as applicable, VAT/Sales Tax, service taxes etc. Octroi, if any, shall be reimbursed to supplier by ReBIT at actual on production of original receipt. The benefits realized by supplier due to lower rates of taxes, duties, charges and levies shall be passed on by the Supplier to ReBIT.

8.4. Other Terms and Conditions

- The Contract/Purchase Order will be awarded to that responsible proposer whose submittal, conforming to the RFQ, will be most advantageous to the ReBIT, price and other factors considered.
- ReBIT reserves the right to reject any or all proposals and to waive informalities and minor irregularities in proposals received, and to accept any portion of or all items proposed if deemed in the best interest of ReBIT to do so.
- ReBIT reserves the right to accept or reject any bid or scraps the Tender without assigning any reason thereof and ReBIT's decision in this regard will be treated as final.
- Ownership of this RFQ: The content of this RFQ is a copyright material of ReBIT. No part or material of this RFQ document should be published in paper or electronic media without prior written permission from ReBIT.
- Neither the contract/Purchase Order nor any rights granted under the contract/Purchase Order may be sold, leased, assigned, or otherwise transferred, in whole or in part, by the Vendor without advance written consent of ReBIT and any such sale, lease, assignment or transfer otherwise made by the Vendor shall be void and of no effect.
- ReBIT reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be initially submitted on the most favourable terms the vendors can offer. It is understood that the proposal will become a part of the official file on this matter without obligation to ReBIT.
- The vendor selected as the apparently successful vendor will be expected to enter into a contract with ReBIT. Considering the immediacy of the requirement, if the selected vendor fails to sign and return the PO within five (5) business days of delivery of the final contract, ReBIT may elect to cancel the award and award the contract to the next-highest-ranked vendor.

Penalties for delay in implementation

- If the bidder fails to deliver requisite hardware and software within timeline of the confirmed in purchase order, then a sum equivalent to one percent (1%) of the total order value shall be deducted from the payment per calendar week of delay (with an overall cap of ten percent (10%))
- Delay in excess will be sufficient to cause for termination of the contract.

- The inability of the Bidder to provide the requirements as per the scope or to meet the deadlines as specified would be treated as breach of contract and invoke the Penalty Clause.

Force Majeure

Neither Party shall be responsible for any failure to perform due to unforeseen circumstances or due to causes beyond the defaulting Party's control even after exertion of best efforts to prevent such failure, which failure may include, but not be limited to, acts of God, war, riots, embargoes, strikes, lockouts, acts of any Government authority, delays in obtaining licenses or rejection of applications under the Statutes, fire or floods.

Arbitration

- In the event of any dispute or differences between the parties relating to the "Contract or LOI (Letter of Invitation) whichever is issued later" the same shall be referred to arbitration to be conducted in accordance with the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Mumbai, India.
- In the event of failure to resolve the differences through arbitration, either of the parties shall be free to undertake necessary further legal course with the Courts of Law in Mumbai who shall have jurisdiction for preventive, interlocutory and other incidental relief applied for by any party under or in relation to Agreement.

Correction of Errors

Arithmetic errors in bids will be treated as follows:

- Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern;
- Where there is a discrepancy between the part-wise quoted amounts and the total quoted amount, the part-wise rate will govern.
- If there is a discrepancy between percentage and amount, the amount calculated as per the stipulated percentage basis shall prevail

- If there is discrepancy between unit price and total price, the unit price shall prevail for calculation of the total price
- If there is a discrepancy in the total, the correct total shall be arrived at by ReBIT

Limitation of liability

Neither party shall, in any event, regardless of the form of claim, be liable for any indirect. Special, punitive, exemplary, speculative or consequential damages, including, but not limited to any loss of data, business interruption, and loss of income or profits, irrespective of whether it had an advance notice of the possibility of any such damages. Subject to the above and notwithstanding anything to the contrary elsewhere contained herein, the maximum liability, of selected bidder (vendor) and purchaser (ReBIT) shall be, regardless of the form of claim, restricted to the total of bill of material received by vendor from Purchaser for the event that gave rise to such liability, as of the date such liability arose, during contract period.

RFQ Revisions

ReBIT reserves the right to change the schedule or issue amendments to the RFQ at any time. ReBIT also reserves the right to cancel or reissue the RFQ at any time. Amendments or a notice of cancellation will be notified individually to each participating vendor.

Confidentiality

- The Bidder shall treat all documents, information, data and communication of and with Purchaser as privileged and confidential and shall be bound by the terms and conditions of the Non-Disclosure Agreement.
- The Bidder shall not, without Purchaser's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, sample or information or data or drawings / designs furnished by or on behalf of Purchaser in connection therewith, to any person other than a person employed by the Bidder in the performance of the Contract. Disclosure to any such employed person shall be made in utmost confidence and shall extend only so far as may be necessary and relevant for purpose of such performance

and shall be subject to the terms and conditions of the Non-Disclosure Agreement.

- The Bidder shall not, without Purchaser's prior written consent, make use of any document, data or information etc., enumerated in this Bid Documents save and except for due performance and observance of the Contract.
- Any document, other than the Contract itself, enumerated in this Bid Documents shall remain the property of Purchaser and shall be returned (in all copies) to Purchaser on completion of the Bidder's performance under and in accordance with the Contract, if so required by Purchaser.

Ownership of documents, data and hardware

- ReBIT shall own the documents, prepared by or for the Bidder arising out of or in connection with this Contract.
- Forthwith upon expiry or earlier termination of this Contract and at any other time on demand by ReBIT, the Bidder shall deliver to ReBIT all documents provided by or originating from ReBIT and all documents produced by or from or for the Bidder in the course of performing the Services, unless otherwise directed in writing by ReBIT at no additional cost.
- The Bidder shall not, without the prior written consent of ReBIT, store, copy, distribute or retain any such documents

9. Annexures

Annexure A –Commercial Bid Format

The Bidder is required to prepare the Financial Proposal in a separate envelope. The Financial Proposal must provide a cost breakdown. Provide separate figures for each functional grouping or category. The format shown below is suggested for use as a guide in preparing the Financial Proposal.

Sr No	Details	Unit Cost amount in INR	Qty.	Total Amount in INR	Applicable Taxes
1	Server Hardware(Including Warranty)				
	a) Rack servers : Dell Intel Processors e.g.Xeon No. Of CPU cores per server:4 Speed In Ghz:2.6 GHz RAM In GB: 8 RAM expandable to: 16 Disk Space: 200 GB		2		
	b) Rack servers : Dell Intel Processors e.g.Xeon No. Of CPU cores per server:8 Speed In Ghz:2.6 GHz RAM In GB: 16 RAM expandable to: 32 Disk SpaceH/W RAID: 500 GB		2		
	c) Desktop: Dell Intel Processors e.g.Xeon No. Of CPU cores per server:8 Speed In Ghz:2.6 GHz RAM In GB: 16 RAM expandable to: 32 Disk SpaceH/W RAID: 500 GB		1		

2	AMC cost				
3	Software Cost Includes all cost related to:				
	a) Windows 2016 Standard 64 Bit Edition		5		
	b) MS SQL Server 2016 Standard 64 Bit Edition		3		
	Total Taxes				
	Grand Total (Total Cost + Total Taxes)				

(On letterhead of the Bidder)

Total Cost for in Figures & Words (inclusive of Taxes)

The fees payable by ReBIT to Bidder shall be inclusive of all costs such as insurance, taxes (GST, as per the rates applicable), custom duties, levies, cess, transportation, installation, (collectively referred to as "Taxes") that may be levied, imposed, charged or incurred and ReBIT shall pay the fees due under this RFQ and subsequent agreement after deducting any tax deductible at source ("TDS"), as applicable. Any variation in Government levies/ GST/ VAT/ cess/ excise/ custom duty etc. which has been included as part of the price will be borne by the Bidder.

Authorised Signature