

**TENDER FOR PURCHASE OF ENTERPRISE  
BACKUP / RECOVERY SOFTWARE AT NIT HEAD  
OFFICE, KARACHI**

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## **1. INTRODUCTION**

- 1.1** National Investment Trust (NIT) is largest open end Mutual Fund in Pakistan. NIT has its Head Office located in Karachi, with its operation spread all over Pakistan through the presence of 20 NIT branches and over 100 distributor's branches.
- 1.2** Sealed Tenders are invited from reputed and well established firms/companies registered with Sales Tax and Income Tax Departments for the procurement of Enterprise backup / recovery software, as per specification and conditions mentioned below for delivery at NIT Head Office, Karachi

## **2. SCOPE OF WORK**

Following requirements define the scope of work for this Tender:

- 2.1** This Tender includes supply of licenses and installation media for the required software.
- 2.2** Supplied software is of the latest version and media and licenses are functional and meet the legal requirements.
- 2.3** Provide complete training and installation of purchased software through principal at NIT premises.

## **3. INFORMATION FOR BIDDERS**

Name of Procuring Agency:	National Investment Trust Limited, National Bank Building, 6 <sup>th</sup> Floor, I.I. Chundrigar Road, Karachi. 74000, Pakistan.
Earnest money	Bank draft equal to 2% of the total bid value to be enclosed at the time of bid submission.
Last date for Bid Submission	3 June 2011 at 11.00 A.M
Bid Opening Date and Time	3 June 2011 at 11.30 A.M
Bid Opening Place	National Investment Trust Limited National Bank Building, 6 <sup>th</sup> Floor, I.I. Chundrigar Road, Karachi. 74000, Pakistan.
Contact Person	Mr. S. T. A. Quadri, AVP - Admin
Phone:	021-32412056-9 (Ext : 235)
Direct Phone	021-32425101
Fax:	021-32422719

#### **4. TERMS AND CONDITIONS:**

- 4.1.** The bidder should be registered with Sales Tax and Income Tax Department.
- 4.2.** The bidder must be the authorized Tier 1 dealer / partner of the principal in Pakistan.
- 4.3.** The bidder based on the explanation above will quote for solution in Bill of Quantity (BOQ) Annexure II.
- 4.4.** Bid should be submitted in Pak Rupees only.
- 4.5.** Bidder firm has not been blacklisted by any Government/Semi Government organization.
- 4.6.** NIT reserves the right to accept/reject wholly or partially any tender at any stage of the tender process. Reasons may be provided upon written request.
- 4.7.** Validity period of the bids shall be for at least 30 days.
- 4.8.** The decisions of NIT will be binding on all concerned and will in no case be challengeable at any forum or any court of law.
- 4.9.** Bids are liable to be rejected if, they are not conforming the terms, conditions and specifications stipulated in this Tender.
- 4.10.** During the examination, evaluation and comparison of the bids, the NIT at its sole discretion may ask the bidder for clarifications of its bid. However, no change in the price or substance of the bid shall be sought, offered or permitted after bid submission.
- 4.11.** The amount submitted as Earnest Money shall be refunded to the unsuccessful bidders after the decision for the award of said tender.
- 4.12.** For this tender all updates/changes shall be communicated through email by NIT.
- 4.13.** Delivery of software packages required to be executed within Two (02) to four (04) weeks.
- 4.14.** The delivery will be at NIT Head Office, Karachi.
- 4.15.** The bidder must have office in Karachi and fully capable to provide support from this location.
- 4.16.** Bids submitted via email or fax will not be entertained.

## **5. PROCEDURE FOR BID SUBMISSION**

- 5.1.** For this tender ‘Single stage- Two envelope procedure’ for open competitive bidding shall be adopted.
- 5.2.** Bid envelope submitted will comprise of a single envelope containing two separate closed / sealed envelopes containing Technical and Financial proposal.
- 5.3.** Technical proposal envelope should be marked as ‘Technical proposal for Enterprise Backup /Recovery software’ and should include following documents:
  - 5.3.1.** Technical brochure of the offered Product.
  - 5.3.2.** Company profile.
  - 5.3.3.** List of customers (corporate sector) along with their contact details
  - 5.3.4.** Technical specification (Annexure I) document completely filled, signed and stamped for identifying offered Software.
  - 5.3.5.** Elite partner Authorization letter from Software Vender.
  - 5.3.6.** Income Tax/GST certificate of the bidder.
  - 5.3.7.** Any other document required as per this tender document.
- 5.4.** Financial proposal should be marked ‘Financial proposal for Enterprise Backup /Recovery software’ and contain bid price filled as per BOQ (Annexure II) as per specification given in Annexure I.
- 5.5** In first stage only the ‘Technical proposals’ will be opened in the presence of bidder’s representatives that choose to attend.
- 5.6** Technical proposals of the bidders will be evaluated, generally for compliance of ALL the requirements given in the tender document and specifically for Qualification Criteria given in Annexure III.
- 5.7** Vendors who will not submit all required documents / information as per Qualification Criteria and do not meet the qualification requirement will be declared as Non-Qualified Vendors.
- 5.8** As a part of technical evaluation, bidders may be asked to arrange visit to their completed projects.
- 5.9** On the basis of Qualification Criteria, the financial proposal of only technically qualified bidder will be opened in the presence of their representatives that choose to attend.
- 5.10** Financial proposals of bids found technically non-responsive will be returned un-opened.

## **6. EVALUATION CRITERIA**

The lowest financial bid will be accepted

## **7. PAYMENT TERMS**

- 7.1** No payment shall be made in advance to the contractor as mobilization advance.
- 7.2** Hundred percent (100%) cost of required items shall be paid and will be released after successful delivery, verification, training and implementation of the listed software as per Bill of Quantity (BOQ) at site.
- 7.3** All payments shall be made after deduction of taxes.
- 7.4** All payments shall be made through cross cheque in the Pak Rupees.
- 7.5** Taxes will be deducted at source as per government rules at the time of payment.
- 7.6** Bidder should mention any other charges/optional charges in financial bid deemed necessary to complete and compare final bid amount. (all inclusive including taxes)

**Annex 1: Technical Information for ‘Enterprise Backup Recovery Software ’**

Item	Servers Support &Product Features	Description	Compliance (Y/N)	Comments	Software Name	Ref Broa cher
1.0 Enterprise Backup & Recovery Software	1.1 Centralized Administration (QTY 01)	1.1.1 Supporting Platform Microsoft Windows Server 2003/2008 Family (including R2 versions) on x86 and x64 platforms.				
		1.1.2 Centrally managed operations, load balancing, distributed catalogs, bandwidth throttling, fault tolerance, monitoring and reporting for backup media servers.				
		1.1.3 Backup solution support single/dual domain backup architecture				
		1.1.4 Backup software support catalog recovery to different Backup Master Server				
		1.1.5 Proposed solution should support management of multiple media server from single master server				
	1.2 Backup De duplication (QTY 02)	1.2.1 Supporting Platform Microsoft Windows Server 2003/2008 Family (including R2 versions) on x86 and x64 platforms.				
		1.2.2 Integrated De duplication Backup.				
		1.2.3 Support Head office data center site				
		1.2.4 Support DR data center Lahore site				
		1.2.5 Client and Server-side data deduplication.				
	1.3 Agent for VMware Virtual Infrastructures (QTY 02)	1.3.1 Support for VMware ESX 4.0				
		1.3.2 Complete disk-to-disk-to-tape based data protection for VMware virtual environments. Quickly restore individual files and folders from a single image-level backup. Eliminating the time and storage requirements of a second file level backup. Granular data recovery for VMware Infrastructures				
		1.3.3 VM Machines Backup and Optimized Duplication to DR Site				
		1.3.4 VM Machines restoration from DR Disk Storage Unit to DR site ESX Servers.				

1.4 01 Agent for Oracle Database (QTY 01)	1.4.1 Supporting Platform Microsoft Windows Server 2003/2008 Family (including R2 versions) on x86 /x64 platforms and on Linux Platform				
	1.4.2 Support for Oracle 11g, 10g, 9i databases				
	1.4.3 Flexible restore options such as individual table space as well as granular restoration of users within table space, point in time, or to a specific system change number (SCN)				
	1.4.4 Single point of management for all Oracle protection operations				
	1.4.5 Ability to restore from DR Disk Storage Unit at DR Site Oracle Server				
1.5 01 Agent for Microsoft Exchange (QTY 01)	1.5.1 Supporting Platform Microsoft Windows Server 2003/2008 Family (including R2 versions) on x86 and x64 platforms.				
	1.5.2 Continuous data protection for Exchange Server and revolutionizes data protection and recovery. Granularly recover from a single full backup, eliminating the need for multiple Exchange backups. Protects vital Exchange Server 2003, 2007, 2010 SP1.				
	1.5.3 Support for backup and restore of single message of user mailbox				
	1.5.4 Backup software has ability to archive old emails from Exchange server				
1.6 Agent for Windows file Server (QTY 04)	1.6.1 Optimizes data transfers for 32-bit and 64-bit remote Windows and Linux servers for faster backups..				
	1.6.2 Protection of open files on local or remote servers while in use, Automates server disaster recovery for local and remote tape-based environments to quickly get business back on track				
	1.6.3 Provides continuous disk-based protection, with point- in-time snapshots, while eliminating file server backup window				
1.7 Agent for Microsoft Active Directory (QTY 01)	1.7.1 Supporting Platform Microsoft Windows Server 2003/2008 Family (including R2 versions) on x86 and x64 platforms.				
	1.7.2 Online, granular recovery of individual Active Directory objects				
	1.7.3 Restore objects without rebooting AD Domain Controllers				
	1.7.4 Support for 2008 Active Directory Domain Services				



		1.7.5 Centralized System State and Active Directory protection				
1.8 Backup & Restoration Capability	1.8.1	Support for scheduled backups.				
	1.8.2	Support for Full, Incremental, Differential and Synthetic backups.				
	1.8.3	Ability to get applications up and running without having to wait for full restoration to take place.				
	1.8.4	Granular recovery option for file level. backup				
	1.8.5	Continuous data protection of File Servers				
	1.8.6	Schema level backup of oracle database for every 15 Min				
	1.8.7	Support for Data Life Cycle Management				
	1.8.8	Support for complete system recovery of application/databases servers				
	1.8.9	Support for backup over SAN and LAN				
1.9 Central management & disaster recovery	1.9.1	Centrally manage all backup and recovery/restoration operations including Tap Library Management.				
	1.9.2	Single web-based interface.				
	1.9.3	Ability to manage both local and remote office backup operations.				
	1.9.4	Support for optimized duplication of backups over WAN from Head Office to DR site.				
1.10 Tape Library Support	1.10.1	IBM TS3100 Tape Library support.				
	1.10.2	Backup software should be able to share library between multiple media server				
	1.10.3	Tape utilization, logs and contents reporting.				
1.11 Data Security/Compression	1.11.1	Data encryption at source/client side.				
	1.11.2	Support 128-bit and 256-bit encryption methods				
	1.11.3	Backup software should be able to support hardware encryption and compression on tape library				
1.12 Implementation , Training & Support	1.12.1	Complete Product implementation according to business process				
	1.12.2	Provide vendor support of deployed product				
	1.12.3	Provide complete product training (Local) minimum duration 20 Hours.				

**Annexure II: Bill of Quantity (To be attached as part of Financial Bid)**

<b>Product</b>	<b>Qty</b>	<b>Unite Price</b>	<b>Total Price Rs.</b>
<b>1.0</b> <b>Enterprise Backup &amp; Recovery Software</b> (As per specifications and Quantity defined in Annexure I)	-		

### **ANNEXURE III: QUALIFICATION CRITERIA**

Vendors who will meet the following conditions and submit the documents / statements / information as mentioned, will be declared Qualified Vendors while others will be classified as Non-Qualified Vendors.

Following are qualification criteria required for qualifying a bid as responsive:

1. Income Tax Certificate / GST Certificate (Copy to be provided).
2. Holding Elite level partnership like Gold / Premier/ Tier1 etc. for Pakistan from the principal/ manufacturer of the equipment (Copy to be provided).
3. Successful completion of at least two (02) similar projects completed within last two years. Testimonial from the customer or can be confirmed by NIT through the contact detail provided.
4. The Enterprise Backup / Recovery Software supplied Projects completed during last 2 years and in hand should have a combined worth of at least Rs.2.0 Million (list to be provided).
5. Profile of Technical Staff for offered product. This list will include details of the relevant staff on the bidder payroll, positioned in Karachi, Should certify in the offered product.
6. Completely Filled Bill of Quantity as per equipment quantity given under Annex II.
7. Proof of Company being in operation for at least 3 years in Pakistan in relevant business.
8. Compliance of the offered product with the specification mentioned in Technical Information. Annexure I completely filled signed and stamped to be included.