

S.No.	Instructions
I	Overall
1	The bidder is expected to quote the costs for all items required for fully complying with the requirements of the RFP and the addenda/corrigendum's in the respective sections of the price bid. The prices for the respective sections would be deemed to include all components required to successfully utilize the solution.
2	OICL is not responsible for any arithmetic errors in the commercial bid details sheet committed by the shortlisted bidders, however, if there are any computational errors the OICL will evaluate the Bid as per provisions contained under RFP document.
3	The bidder is expected to specify the type of licenses along with the details with respect to quantity/rate/etc., wherever applicable.
4	In case the bidder includes/combines any line item as part of any other line item in the commercial bid, then this has to be clearly mentioned in the description indicating the line item which contains the combination
5	The bidder has to quote for each line item. If any line item is part of the solution proposed in the RFP response, it has to be referenced. If it is not applicable, then the Bidder has to mention Not Applicable (NA).
6	The prices, once offered, must remain firm and must not be subject to escalation for any reason within the period of validity.
	<ul style="list-style-type: none"> No price variation will be allowed for increases in customs/excise duty, other taxes, and foreign exchange rate variation or for any other reasons.
	<p>OICL Qatar is a foreign branch of OICL India. OICL India is floating the RFP on behalf of OICL Qatar and will be performing the activity of evaluation and selection of the vendor.</p> <p>The Bidder is required to Bill and Ship the products and software to OICL Qatar. All the payment will be made by OICL Qatar in USD. Tax information is to be mentioned separately in the Bill of Material. The TAX TYPE and PERCENTAGE should be clearly mentioned in the Bill of Materials. The prices quoted by the bidder shall include all applicable costs and taxes</p> <ul style="list-style-type: none"> The Bidder shall be entirely responsible for all taxes, duties, license fees, and demurrage charges etc., incurred until delivery of the contracted goods & services to OICL QATAR Sites.
7	The Bidder may insert additional line items as applicable based on the solution offered in the respective tabs
8	The Bidders should quote as per the format of Bill of Material ONLY and a masked replica of the Bill of Material should be enclosed in the technical bid.
9	Bidder is required to cover component by component licensing details for each of the software components proposed to OICL.
10	The <u>masked</u> Bill of Materials which would be submitted as part of the Technical Bid should contain "XX" for ALL the corresponding commercial values that will be present in the unmasked Bill of Material that will be part of the Commercial submission.
11	All amounts in the Bill of Material should be in USD
12	The Bidder should to the extent possible stick to the same structure of the Bill of Material. Hence the OICL does not expect the bidders to delete necessary rows.
13	<p>No adjustment of the contract price shall be made on account of variation of costs of labor and materials or any other cost component affecting the total cost in fulfilling the obligations under the contract. The Contract price shall be the only payment, payable by the Purchaser to the bidder for completion of the contractual obligations by the bidder under the Contract, subject to the terms of payment specified in the Contract.</p> <p>The prices, once offered, must remain firm and must not be subject to escalation for any reason within the period of validity. OICL shall neither pay any other cost nor consider any other cost for L-1 bidder. The cost will not depend on any variation in USD/£/Qatari Rial /or any other currency exchange rate. The price quoted by the bidder should not change due to exchange rate fluctuations, inflation, market conditions, increase in custom duty or excise tax. OICL will not pay any out of pocket expense</p>
II	Application- License cost
1	The bidder has to quote for each line item. If any line item is part of the solution proposed in the RFP response, it has to be referenced. If it is not applicable, then the Bidder has to mention Not Applicable (NA).
2	The Bidder can insert additional line items as applicable based on the solution offered in the various tabs
3	The license type has to be clearly described in the Type of License column
III	Infracost Application
1	The cost of all hardware & software required for the Applications, IT Peripherals etc. should be factored in by the bidder in the commercial bill of material. All the line items mentioned in Infra Cost Application are dedicated to OICL.
IV	Other Infracost Dedicated
1	The bidder shall proposed all the equipment mentioned in Other Infra Cost on dedicated basis. The bidder needs to provide complete technical write up of the solution proposed as part of technical write up. The TCO calculation shall be on the basis
2	The shall provide only one option either shared or dedicated as part of its response. The TCO calculation shall be on either shared or dedicated option, based as per the solution provided by the bidder.
V	Other Infracost Shared
1	The bidder shall proposed all the equipment mentioned in Other Infra Cost shared basis. The bidder needs to provide complete technical write up of the solution proposed as part of technical write up
2	The per year subscription cost shall include AMC and ATS charges.
3	The shall provide only one option either shared or dedicated as part of its response. The TCO calculation shall be on either shared or dedicated option, based as per the solution provided by the bidder.
VI	Implementation

1	Bidder shall comply with the Installation and implementation scope provided in the RFP documents.
2	Implementation cost should include all the costs associated with the complete implementation of the solution covering all the locations & implementation of associated components like software etc.
VII	Training
1	Bidder needs to provide operational, administration training & OEM trainings to OICL or its nominated vendor.
2	The rates provided by the bidders should be applicable on any additional trainings that the OICL may require throughout the tenure of the contract.
VIII	ATS,AMC and Facility Management Services
1	Bidder is expected to provide a detailed break up of all products and services that are under the scope as part of the technical bid, in the technical bill of materials i.e. the above format is expected to be replicated for each item to be covered under the scope of facilities management.
2	The AMC, ATS costs for the Production DC & DR, testing & development and training and migration environments have to be quoted separately
3	The ATS cost for applications has to be quoted in separate line items in this section. The Bidder has to create additional line items in this section if required
4	The Bidder needs to provide application management services as per the scope of the RFP
5	Offsite L3 helpdesk support cost should be covered under ATS and no separate cost has to be included
IX	Cohosting
1	The vendor needs to clearly indicate if there are any recurring costs included in the above bid and quantify the same. In the absence of this, the vendor would need to provide the same without any charge. Vendor should make no changes to the quantity.
2	If the cost for any line item is indicated as zero then it will be assumed by the OICL that the said item is provided to OICL without any cost.
3	The DC/DR Charges need to include all other services and requirement and not listed out as separate cost such as cooling, BMS, CCTV surveillance, access control etc. as required.
4	Activities such as caging, electrical work (including power sockets), extension of links from network communication room to the rack , etc. needs to be factored in the "Onetime expense".
5	The seating space cost should include the network connectivity, power connections, cabinet for each seat as mentioned in the scope.
6	The vendor needs to clearly indicate if there are any recurring costs included in the bid and quantify the same. In the absence of this, the vendor would need to provide the same without any charge. Vendor should make no changes to the quantity.
7	The quantity provided by OICL is indicative and will be considered for bid evaluation purposes only. OICL will place the order on the basis of their actual requirement and the unit rate will be considered accordingly.
8	The vendor has to make sure all the arithmetical calculations are accurate. OICL will not be held responsible for any incorrect calculations.
X	Networking and Bandwidth
1	Bidder needs to clearly indicate, if there is any recurring costs included in the bid and quantify the same. In the absence of this, the bidder would need to provide the same without any charge. The bidder should make no changes to the quantity.
2	OICL will use the prorata price for one time and recurring charges for any incremental quantity
3	Actual Bandwidth billing shall start from Go-Live date agreed by OICL after commissioning, checking and as per use start date specified by OICL.
4	The bidder needs to size the bandwidth requirements as per RFP scope of work, however the bandwidth utilization shall no exceed 80% during the contract period.
5	At any time during the contract if OICL Plans to upgrade or downgrade the Bandwidth , OICL will pay for the for the bandwidth applicable in that year

Summary

#	Items	Year 1	Year 2	Year 3	Year 4	Year 5	Total Amount (USD)	Tax Type	Tax Percentage	Total Amount including taxes(Unit
a.	License Cost									
b.	Infra Cost Application									
c.	Other Infra Cost (Shared Model)									
d.	Infra Cost Office									
e.	Implementation Cost									
f.	FM Cost									
g.	Training Cost									
h.	Bandwidth & Network Cost									
i.	Co Hosting Cost									
Grand Total - TCO										

Total Cost (In words):

Summary

#	Items	Year 1	Year 2	Year 3	Year 4	Year 5	Total Amount (USD)	Tax Type	Tax Percentage	Total Amount including taxes(Unit
a.	License Cost									
b.	Infra Cost Application									
c.	Other Infra Cost (Dedicated Model)									
d.	Infra Cost Office									
e.	Implementation Cost									
f.	FM Cost									
g.	Training Cost									
h.	Bandwidth & Network Cost									
i.	Co Hosting Cost									
Grand Total - TCO										

Total Cost (In words):

License Cost

S.No.	Software Modules	Product name & version	Module Name	License Type	Year 1			Year 2			Year 3			Year 4			Year 5			Total Amount for 5 years	Tax Type	Tax Percentage	Total Tax	Total Amount for 5 years including Tax (USD)
					No. of Licenses	Rate (USD)	Total Amt (USD)	No. of Licenses	Rate (USD)	Total Amt (USD)	No. of Licenses	Rate (USD)	Total Amt (USD)	No. of Licenses	Rate (USD)	Total Amt (USD)	No. of Licenses	Rate (USD)	Total Amt (USD)					
Part L- Hardware Cost																								
A. License Cost																								
		Bidder to fill in the details of the proposed Tools product Name & version	Module Name	(Bidder to fill the type of license proposed i.e., core license, instance license etc)																				
1	Software Licenses*		Core Insurance Application including MIS and Reporting																					
			Document Management System																					
			Mobile Apps																					
			Portal																					
			AMS/CTF																					
2	Any other please specify*																							
Sub-Total License cost (A)																								
B. ITS Cost for Applications																								
		Bidder to fill in the details of the proposed Tools product Name & version	Module Name	(Bidder to fill the type of license proposed i.e., core license, instance license etc)																				
1	ITS Cost for Applications**		Core Insurance Application including MIS and Reporting																					
			Document Management System																					
			Mobile Apps																					
			Portal																					
			AMS/CTF																					
2	Any other please specify*																							
Sub-ITS Cost for Applications (B)																								
Total cost (A+B)																								

A. Infrastructure Cost for DC and DRS														Total Amount for 5 years	Tax Type	Tax Percentage	Total Tax	Total Amount for 5 years including Tax (USD)																											
S.No.	Hardware/Software Type	Configuration	Quantity (Q)	Per Unit Price (Fixed/ B)	Year 1 CoC/B																																								
Hardware at DC																																													
1	Core Switch																																												
2	Internet Router																																												
3	Core Switch																																												
4	Internet Switch																																												
5	Core Firewall (Perimeter) DMZ Firewall																																												
6	Backs for Data Center																																												
7	Backup Software																																												
8	Web Gateway																																												
9	SQL Switch																																												
10	SQL Switch																																												
11	Table Library																																												
12	Any other - please specify																																												
Total (B)																																													
Hardware at DRP																																													
1	Core Switch																																												
2	Internet Router																																												
3	Core Switch																																												
4	Internet Switch																																												
5	Core Firewall (Perimeter) DMZ Firewall																																												
6	Backs for Disaster Recovery Backup Software																																												
7	Web Gateway																																												
8	SQL Switch																																												
9	SQL Switch																																												
10	Table Library																																												
11	Any other - please specify																																												
Total (B)																																													
AMC & ATO Cost for DC & DRS Hardware and Software																																													
S.No.	Hardware	Configuration	Quantity (Q)	Year 1			Year 2			Year 3			Year 4			Year 5			Total Amount for 5 years	Tax Type	Tax Percentage	Total Tax	Total Amount for 5 years including Tax (USD)																						
				Unit	Rate (USD)	Total Amt (USD)	Unit	Rate (USD)	Total Amt (USD)	Unit	Rate (USD)	Total Amt (USD)	Unit	Rate (USD)	Total Amt (USD)	Unit	Rate (USD)	Total Amt (USD)																											
AMC Cost																																													
1.1	Core Switch																																												
1.2	Internet Router																																												
1.3	Core Switch																																												
1.4	Internet Switch																																												
1.5	Core Firewall (Perimeter) DMZ Firewall																																												
1.6	Backs for Disaster Recovery Backup Software																																												
1.7	Web Gateway																																												
1.8	SQL Switch																																												
1.9	SQL Switch																																												
1.10	Table Library																																												
1.11	Any other - please specify																																												
1.12	Any other - please specify																																												
Sub-Total AMC & ATO Cost for DC & DRS Hardware and Software (1+2) (B)														0	0	0	0	0																											

Infra Cost Office

A. Infrastructure Cost for Office														Total Amount for 5 years	Tax Type	Tax Percentage	Total Tax	Total Amount for 5 years including Tax (USD)	
S.No.	Hardware/Software Type	Configuration	Quantity (Qty)	Per Unit Price (Fixed) (B) (USD)	Rate C-Q1*														
1	Hardware & Software at DC **																		
1	Desktop with OS and Antivirus		11																
2	Printer - High End Color Printer		1																
3	Printer - Black and White		1																
4	Scanner		1																
5	LPS Cost with Battery (10-KVA)		1																
6	Router		1																
7	Switch		1																
8	Backup (Tape)		1																
9	Multi Function Printer (Scanner, Printer and Photocopy)		1																
10	Internet		1																
11	Any other (Please add rows and specify)																		
Sub-Total Infrastructure, OS & other software Cost for Office (A.1)																			
B. JMC Cost for Office Infrastructure														Total Amount for 5 years	Tax Type	Tax Percentage	Total Tax	Total Amount for 5 years including Tax (USD)	
S.No.	Parameter	Year 1			Year 2			Year 3			Year 4								Year 5
		Qty	Rate (USD)	Total Amt (USD)	Qty	Rate (USD)	Total Amt (USD)	Qty	Rate (USD)	Total Amt (USD)	Qty	Rate (USD)	Total Amt (USD)	Qty	Rate (USD)	Total Amt (USD)			
1	JMC Cost for Office Infrastructure **																		
1.1	Desktop with OS and Antivirus																		
1.2	Printer - High End Color Printer																		
1.3	Printer - Black and White																		
1.4	Scanner																		
1.5	LPS Cost with Battery (10-KVA)																		
1.6	Router																		
1.7	Switch																		
1.8	Backup (Tape)																		
1.9	Multi Function Printer (Scanner, Printer and Photocopy)																		
1.10	Internet																		
1.11	Any other (Please add rows and specify)																		
2	Any other (Please specify)																		
Sub-Total JMC Cost (B.1) (B)														0					
Total cost (A+B)																			

A. Implementation Cost																		
S.No.	Core Insurance Solution & Other application	Module Name	Man-Months effort (a)	Per Man-Month Cost (b) (USD)	Total Cost (a*b)									Total Amount for 5 years	Tax Type	Tax Percentage #	Total Tax	Total Amount for 5 years including Tax (USD)
1	Implementation Cost (Bidder Effort) *	Core Insurance Application including MIS and Reporting																
		Document Management System																
		Mobile Apps																
		Partial																
		AMM/CTT																
2	Implementation Cost (DEM Effort) *	Any other - pls specify																
		Core Insurance Application																
		Document Management System																
		Mobile Apps																
		Partial																
3	Any other - please specify																	
Sub-Total Implementation Cost (A)																		

B. Optional: Customization Cost																		
S.No.	Core Insurance Solution & Other application	Module Name	Man-days Efforts	Per Man-day Cost (USD)	Total Amt (USD)									Total Amount for 5 years	Tax Type	Tax Percentage #	Total Tax	Total Amount for 5 years including Tax (USD)
1	Additional Resource Man-Days Effort for further customization (100 man days)- Bidder Effort **	Core Insurance Application including MIS and Reporting	100															
		Document Management System	100															
		Mobile Apps	100															
		Partial	100															
		AMM/CTT	100															
2	Additional Resource Man-Days Effort for further customization (50 man days)-DEM Effort **	Any other - pls specify	50															
		Core Insurance Application (including AMM, CTT, MIS and Reporting)	50															
		Document Management System	50															
		Mobile Apps	50															
		Partial	50															
Sub-Total Customization Cost (B)																		
Total cost (A+B)																		

Note: This 100 person month is notional value to be used for commercial evaluation. The rate per month provided by the bidder in Customization Cost Section shall be used for calculation of any additional effort on prorata basis required for anything beyond the scope of work for the bidder.

Co-Hosting Cost

A. Co Hosting Charges																					
S.No.	Recurring Charges	YEAR 1			YEAR 2			YEAR 3			YEAR 4			Year 5			Total Amount for 5 years	Tax Type	Tax Percentage	Total Tax	Total Amount for 5 years Including Tax (USD)
		Qty	Unit Rate	Amount	Qty	Unit Rate	Amount	Qty	Unit Rate	Amount	Qty	Unit Rate	Amount	Qty	Unit Rate	Amount					
i. DC																					
1	DC Co-Hosting Charges(per rack) **	2			2			2			2			2							
2	Power (KWH or units per annum) **																				
3	One Time Expenses*																				
ii. DR																					
1	DC Co-Hosting Charges(per rack) **	2			2			2			2			2							
2	Power (KWH or units per annum)**																				
3	One Time Expenses*																				
Total A (i+ii)																					
B. Seating Charges#																					
S.No.	Recurring Charges	YEAR 1			YEAR 2			YEAR 3			YEAR 4			Year 5			Total Amount for 5 years	Tax Type	Tax Percentage	Total Tax	Total Amount for 5 years Including Tax (USD)
		Qty	Unit Rate	Amount	Qty	Unit Rate	Amount	Qty	Unit Rate	Amount	Qty	Unit Rate	Amount	Qty	Unit Rate	Amount					
DC																					
1	Seating Space**	1			1			1			1			1							
Total B																					
Total cost (A+B)																					

#Bidder needs to provide pro-rata cost that will be applicable throughout the period of the contract for any seating space that OICL may or may not undertake.