

BRIEF PROJECT REQUIREMENT

Bank of Baroda (Uganda) Limited invites sealed bids for supply, installation and maintenance of following:

| Requirements: | | |
|---------------|--|-----------------------------|
| No. | Description | Quantity |
| 1. | Supply, installation and Maintenance of CCTV System. <ul style="list-style-type: none"> Equipment's to be installed at Branches and offices as mentioned in the list/table. Equipment Specifications are attached. End of Life and End of Support (EOL/EOS) should not be before 5years from date of installation. | As mentioned in below table |

| Sr no | Branch/Office of Bank of Baroda (Uganda) Limited | Items | Specifications | Quantity per Branch | Total Quantity |
|-------|--|---|---|------------------------|------------------------|
| 1 | 16 Branches of Bank of Baroda (Uganda) Limited, except Kampala Main. | CCTV NVR | 16 Channel with LAN connection for central monitoring. | 1 | 16 |
| | | Hard Disk for NVR | 16 TB | 1 | 16 |
| | | IP Camera | 2 mp (Digital IP camera), Night vision, Motion detection. | 10 | 160 |
| | | POE Switch | 12 port POE switch | 1 | 16 |
| | | Accessories: Cable, cabling, connectors, installation charge, | As per the installation requirement. | As per the requirement | As per the requirement |

TENDER DELIVERY DETAILS

The bidders/vendors are requested to address and submit their sealed proposal to:

Executive Director
 Head Office, Bank of Baroda (U) Ltd.,
 18 Baroda House,
 Kampala Road, Kampala

Important Dates:

| # | Particulars | Timeline |
|---|--|--|
| 1 | RFP Issuance Date | 08.07.2022 |
| 2 | RFP Coordinator Name, Contact details (Bank) | 1. Mr. Subhpratik Pradhan, In-Charge IT 2. Email: IT.UGANDA@bankofbaroda.com 3. Contact No. +256-414342318 |
| 3 | Last Date of Submission of RFP Response (Closing Date) | 3 PM on 15.07.2022 |

SUBMISSION DETAILS

Please submit bids in sealed envelopes.

Commercial Bid Format:

| Commercial Bid | | | | | | | |
|---|--|-------------|---------------------------------|--------------------------------|-------------------|----------------------|--------------|
| Sr. No | Item name | Quantity | Unit Price with 1 Year Warranty | Amount | AMC (%) per Annum | AMC Amount (2 Years) | Total Amount |
| 1 | Supply, installation and Maintenance of CCTV System. | As per list | | | | | |
| Total cost of ownership (TCO) for 3 years (1 yr warranty +2 yrs AMC) | | | | | | | |
| Note: | | | | | | | |
| a) All the commercial value should be quoted in UGX | | | | | | | |
| b) The price should be inclusive of all | | | | | | | |
| c) 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. | | | | | | | |
| d) The above price should include supply, installation, integration and maintenance | | | | | | | |
| e) Further, we confirm that we will abide by all the terms and conditions mentioned in the Tender document. | | | | | | | |
| Place: | | | | | | | |
| Date: | | | | Seal & Signature of the bidder | | | |

EVALUATION METHODOLOGY

The vendor quoting technically qualified bid and with the lowest commercial shall qualify as the L1/successful vendor/bidder. The vendor is expected not to add any conditions / deviations in the commercial bid. Any such conditions / deviations may make the bid liable for disqualification. If required, order will be placed line item wise at the quoted cost to the L1/successful vendors/bidders.

OTHER TERMS AND CONDITIONS

Warranty : 1 year (Comprehensive onsite)

Delivery : Delivery and installation at Branch should be within 4 weeks from the date of LPO.

Payment : Within 30 days of delivery and installation

Prices : Price should be Inclusive of all.

Please note that any response which does not provide any / all of the information in the specified formats shall be rejected and the Bank shall not enter into any correspondence with the vendor in this regard.

The Bank reserves the right to accept or reject the tender in whole or in parts without assigning any reason thereof. The bank's decision will be final and the bank will not entertain any correspondence in this regard. Bank will not assume any responsibility in case of delay or non-delivery of responses by post, courier, etc within the stipulated time.

Mere response to the tender will not entitle nor confer any right on the vendors for supply/sale to the bank. Those vendors who do not fulfill any one of the required specifications and not meeting other criteria will not be considered.

Following conditions will apply on bidder.

1. The bidder in its own capacity without any joint venture / consortium / subcontracting arrangement should have Experience in Support of Hardware Infrastructure sites in Uganda (Minimum one in Banking sector) with customer and contact details in the last 3 years. The contracts must be active until validity of the bid submission.
2. The bidder in its own capacity without any joint venture / consortium / subcontracting arrangement should have OEM Certified professional Engineers in Uganda. Please submit CV along with certificates, national card / work permit.
3. The bidder in its own capacity should be a registered business entity for in Uganda in similar trade.
4. Average Annual turnover must not be less than USD 350,000 or equivalent per year in the last 3 years with a sustained positive net operating cash flow. The company will be required to present its certified cash flow statements / balance sheet for two years. Company should be in profit for the last three years.
5. Bidder to submit latest Tax clearance certificate from URA.
6. Bidder to provide information that any of its subsidiary or associate or holding company or companies having common director/s or companies in the same group or promoters / management or partnership firms / LLPs having common partners has not participated in the bid process.
7. Undertaking letter of bidder as mentioned above.

8. Manufacturers authorization form.

Hardware Infrastructure Maintenance Include:

- AMC shall include **Comprehensive Maintenance** including all parts, peripherals.
- Preventive Maintenance 4 times a year (once in quarter) report has to be submitted with Invoice.
- All Calls / Repairing / support (including items under comprehensive maintenance) to be free of charge.
- All faulty parts to be replaced free of cost except consumables and broken parts due to user's negligence.
- Proper arrangement for supply of spares to be made by the vendor.
- Calls to be attended in Kampala, Mukono & Entebbe Branches on the same day and in upcountry branches on same / next day.
- Vendor to provide standby equipment if there is delay in repairing for more than 48 hours.
- No extra charges (e.g. transport, stay charges, meal charges etc.) to be paid for attending calls / repairing of CCTV installed at Kampala & Upcountry Branches.
- Maintenance will be done on quarterly basis and report duly countersigned by Branch Head / Officer to be submitted to IT Department immediately after completion of maintenance.
- Payment shall be released after satisfactory quarterly maintenance on the basis of Tax Invoice raised by the vendor by the vendor duly countersigned by the Branch Official.
- Exclusion: Additional requirement if any.
- If services rendered during the AMC period does not found satisfactory, the contract may be terminated with one month notice.

AMC Payment:

AMC Payment will be done on quarterly basis. AMC Payment will be released at end of quarter after receipt of following:

1. Invoice.
2. Service reports (Annexure 2) duly counter signed by Branch Officials for the respective quarter.
3. Outage Calls details with duration and reason of outage for uptime calculation.

UPTIME GUARANTEE

Vendor will have to guarantee a minimum uptime of 95% (Device/Incident wise), calculated on a monthly basis and minimum 90 days backup at any point of time.

Uptime percentage - 100% less Downtime Percentage.

Downtime percentage - Unavailable Time divided by Total Available Time, calculated on a monthly basis.
Unavailable Time - Time involved while any part of the core configuration or system hardware/software component is inoperative or operates inconsistently or erratically.

If Vendor fails to meet the uptime guarantee in any quarter then the Vendor will have to pay 1% of cost of the Monthly AMC charges as damages for every 1% downtime than the agreed 90% to a maximum of 10% damages during the AMC period.

Exclusion: Parts covered under AMC may be billed due to improper operations or reason beyond control of AMC vendor i.e. vandalism other environmental factors.

Bank reserves the right to cancel Annual Maintenance Contract at any time during the contract by giving a proper notice if services are not found satisfactory.