

Tender Document

Hosting of Data and Information Portal

Developed

SL GCF Second Readiness Project

1.Objective

The IWMI on behalf of the GWP South Asia is procuring a partner for the **Hosting facility** of Data and Information Portal developed for the Ministry of Environment (NDA) by the Sri Lanka Green Climate Fund (GCF) Second Readiness Project implemented by GWP South Asia.

The requirements are outlined in the Terms of Reference below.

2.Instructions for Tenders

This is a competitive procurement. Bidders need to submit a written tender offer and IWMI will subsequently enter detailed discussions with one or more of the bidders. One supplier only may be awarded the assignment. It is of the utmost importance that all terms and conditions contained in the tender invitation are fully followed.

3.Content of Tender offers

It should be delivered as turnkey solution, ready for the Ministry & stakeholders to use. A more specific list of "Content of Tenders" is listed below.

4.Evaluation Criteria

This stage consists of an evaluation of the tenders according to the evaluation criteria listed below.

Evaluation Criteria	Relative importance
Quality of proposed solutions and ability to meet the ToR (e.g. similar assignments, approaches etc.)	60%
Cost	25%
Service level Agreements	10%
References	5%

IWMI may in writing ask any bidder for clarification of any part of its proposal to assist in the examination and evaluation. IWMI may also invite any number of bidders to present or otherwise confirm the services, or parts thereof, followed by a question-and-answer session. The presentation will be held in IWMI office Palawatta, Battaramulla, or by video conference /internet.

5. Terms of Reference

SCHEDULE OF REQUIREMENTS

The contractor shall be responsible for delivering a comprehensive cloud-based solution, encompassing the setup, configuration, and ongoing maintenance. Additionally, they are tasked with the crucial responsibilities of server management, monitoring, and ensuring security.

The contractor shall provide two Virtual Servers (VSs) as below:

5.1 Minimum Specifications for Two Virtual Servers (VSs)

5.1.1 VS 1: Application Hosting and Data Storage

	Feature	Minimum Requirement	Bidder's comment / Proposed solution with the specification
1	vCPU	12 CPU Cores (Intel Xeon is preferred), please specify the clock speed.	
2	vRAM	24 GB	
3	SSD Storage	1 TB	
4	Operating System	CentOS 8 (64-bit)	
5	Static IP	Required	
6	Deployment	Multi-Tier Architecture	

5.1.2 VS2: Backup and Disaster Recovery

	Feature	Minimum Requirement	Bidder's comment / Proposed solution with the specification
1	vCPU	6 CPU Cores (Intel Xeon is preferred), please specify the clock speed.	
2	vRAM	10 GB	
3	SSD Storage	2 TB	
4	Operating System	CentOS 8 (64-bit)	
5	Static IP	Required	

5.2 Networking and Data Transferring

	Feature	Requirement	Bidder's comment / Proposed solution with the specification
1	Bandwidth	1 Mbps or higher (please specify the default)	
2	Data Transferring	Unlimited	

5.3 Servers Security and Monitoring

	Service	Requirement	Bidder's comment / Proposed solution with the specification
1	VS1: Application Hosting and Data Storage	Firewall and Antivirus Protection	
2	VS2: Backup and Disaster Recovery	Firewall and Antivirus Protection	

5.4 Support Services

	Service	Compliance		Bidder's comment / Proposed solution with the specification
		YES	NO	
1	24x7 on-call support			
2	VS management web console			
3	Fully managed firewall			
4	DDOS protection			
5	Disaster recovery services to prevent downtime			
6	Configure the internal network			

5.5 Employee and Physical Security

	Description	Compliance		Bidder's comment / Proposed solution with the specification
		YES	NO	
1	Staff security clearance			
2	Criminal background checks of employees and contractors			
3	Random drug screening			
4	Biometric access control and auditing			
5	Onsite CCTV surveillance and monitoring			
6	Lockable cabinets and server racks			

5.6 Tier Certification and Location Security

	Description	Compliance		Bidder's Comment / Proposed Solution with the specification
		YES	NO	
1	The servers should be located in Sri Lanka			
2	The location in the area is not prone to natural disasters (floods, fire storms, etc.)			
3	Uptime Institute Certification (Tier standard /Tier classification system): Tier 3 or above (Please specify)			

4	ISO 27001 Information Technology Security Techniques, Information Security Management Systems			
5	Cloud Security Alliance (CSA)			
6	Security Trust Assurance and Risk (STAR)			
7	Leadership in Energy and Environment Design (LEED)			
8	Any other security certifications			

6. Content of Tenders

1. Brief description of the company/organization and outline of recent experiences on assignments of a similar nature.
2. Proposed methodology and work plan for performing the assignment, along with comments or suggestions on the ToR.
3. List of proposed staff by title and the task that would be assigned to each to carry out the assignment.
4. The company should provide at least two references of customers in which a similar assignment was completed (Contact person with email and contact number).
5. The company should include a list of all subcontractors the company intends to use during the assignment. The scope of each subcontractor's assignment area should be thoroughly presented.
6. The responsibility of the subcontractor shall remain with the main company, in accordance with the contract.
7. Price breakdown should be given according to the table below.

7. Price Schedule

Price Plan: Price per month and billed on an annual basis.

Contract Period: 2 years (consistent)

	Reference	Feature	Price in LKR	Remarks
1	5.1.1	Application Hosting and Data Storage Server		
2	5.1.2	Backup and Disaster Recovery Server		
3	5.2	Networking and Data Transferring		
4	5.3	Servers Security and Monitoring		
5	5.4	Support Services		
6	5.5	Employee and Physical Security		
7	5.6	Tier Certification and Location Security		
8		Any other feature cost		
9		Any other service cost		
10		Grand Total /Monthly		
11		Grand Total / Annually		

8. Estimated Timetable

Submit proposal: by

Selecting Supplier:

Signing Contract: by

9. Contract

An agreement will be signed with the successful bidder. The selected company could also submit a standard supply of service contract, as long as it is compatible with IWMI's standard conditions.

The tender proposal and ToR form part of the contract.

The contract will be for an initially two years.

The parties have the right to terminate the agreement with a minimum of three months' notice.

The contract becomes effective when it has been signed by both parties.

The documents are to be in English language.