



## Scope of Work IT Hardware (Blade Switches) for ASEZA

<b>SOW#</b>	SOW-179-2011
<b>RFP#</b>	RFP-037-2011
<b>Potential candidates:</b>	Jordanian IT Suppliers
<b>Local / International:</b>	Local
<b>Prime Contract Name:</b>	Aqaba Community and Economic Development (ACED) Program
<b>Period of Performance:</b>	2 months

### I. AQABA COMMUNITY AND ECONOMIC DEVELOPMENT (ACED) PROGRAM BACKGROUND

The Aqaba Community and Economic Development (ACED) Program is a five-year project funded by the United States Agency for International Development (USAID), benefiting the people and businesses of the Aqaba Special Economic Zone (ASEZ).

The ACED Program is based in Aqaba city and is composed of activities under three major technical areas of work:

- **Strengthening Government Institutions** ACED strengthens the government institutions in Aqaba and works directly with the Aqaba Special Economic Zone Authority (ASEZA) and Aqaba Development Corporation (ADC).
- **Strengthening Private Sector** ACED supports private sector growth by enabling the business environment to more effectively attract, support and enhance the number, competitiveness, and capabilities of Micro, Small and Medium Enterprises (MSMEs). In addition, the program works to organize various sectors through business associations to better serve their respective audiences in Aqaba.
- **Enhanced Community Development** ACED works closely with ASEZA to empower Community-Based Organizations (CBOs) and encourage the local community to participate in the decision-making process. In addition, the ACED Program works to reduce poverty in underprivileged communities.

In addition, cross-cutting training and a small grants and commodities program supports various activities within the ACED program areas.

### 2. ACTIVITY BACKGROUND

In its effort to automate processes and facilitate e-services for its internal and external clients, the Aqaba Special Economic Zone Authority (ASEZA) is implementing several new IT systems. ASEZA, in partnership with the ACED Program, is currently implementing a project to upgrade the current Oracle EBS from R11 to the latest supported and stable version of Oracle EBS R12, which will include Application and Database.

In support of the Oracle upgrading project, ASEZA and the ACED Program seeks to procure new hardware for the upgraded/new Oracle system modules and for the upgraded/new Oracle Database. **Specifically, the ACED Program is soliciting companies to provide and install blade switches as detailed in Annex I.**

### 3. COMPANY PROFILE\*

Interested companies must meet the following organizational requirements:

<b>a) Years of Experience</b>	At least 5 years' experience providing related hardware.
<b>b) Specific experience</b>	Company must have qualified team with certifications in the same product offered. Gold or Silver certified partner from CISCO is a must.
<b>c) Number of Projects</b>	At least 3 similar projects in the same field with positive references.
<b>d) Others</b>	Must be a Jordanian-registered firm Annual company turnover shall be at least 3 times the amount of the estimated project value (For the past 3 years).

\*The company must provide certifications and all required documents to validate above information.

### 4. LOCATION, DURATION AND REQUIREMENTS

- 4.1 **Starting date:** The start date of the assignment is o/a September 15, 2011 or as soon as possible thereafter.
- 4.2 **Finishing date of the assignment:** Within two calendar months from the inception of the assignment.
- 4.3 **Reporting structure:** The Consultant shall report to the ACED Program Chief of Party, Deputy Chief of Party, or their designee.

### 5. INSTRUCTIONS to BIDDERS

#### 5.1 General:

- 5.1.1 **Technical Proposals** must be organized as follows and must include:

Section 1: Letter of Transmittal: Showing compliance with the Administrative requirements specified in Section 6 of the RFP.

Section 2: Product Offer/ Technical Specifications.

- **Using the template in Annex I**, complete the technical compliance sheet that details your offer's compliance with the Technical Specifications listed.
- Provide a product catalogue or brochure showing the product's capabilities.
- Provide a certificate of origin for the product.

Section 3: Company Description

- Description of the firm (one page) – Provide a brief description of your company illustrating overall product/service line and capabilities to meet the terms of the RFP.
- Using the template in Annex 2, provide a description of at least 3 relevant projects. Contact information for references for each project must be included.
- Copy of financial statements (budget, income and cash flow) for the last 3 years.
- Copy of company registration and professional certificates.

Only Firms that meet the Administrative and Technical specifications will be eligible to have their Financial Proposals opened.

5.1.2 **Financial Proposals** must be organized as follows:

Fixed-Price Cost Breakdown: Provide a final fixed-price using the template in Annex 3 including a breakdown of costs per item for commodities and other services. The financial offer should include all relevant costs of the hardware installation and training of the users, etc. including free maintenance, warranty and support for 3 years. Also, no sales tax is to be included in the offer since the ACED Program is sales tax exempted.

- 5.1.3 A Bank Guarantee will be required and must be provided **after the award but before contract signature**. The value of the guarantee is 10% of the contract.
- 5.1.4 The ACED Program reserves the right to conduct negotiations once a successful proposal is identified, or to make an award without conducting negotiations based solely on the written proposals if it decides it is in its best interest to do so.
- 5.1.5 The ACED Program reserves the right not to make any award or to cancel this solicitation without notice. These instructions to Bidders will not form part of the offer or of the Contract. They are intended solely to aid Bidders in the preparation of their proposals.
- 5.1.6 Questions should be submitted by email ONLY to [info@aced-jordan.com](mailto:info@aced-jordan.com) and [aced.jordan@gmail.com](mailto:aced.jordan@gmail.com) or fax to 03 201 7760 by the date listed below. No phone calls will be accepted. Unsolicited phone calls regarding this RFP may result in disqualification of the bidder.
- 5.1.7 Vendors may be disqualified if ACED staff, the ACED Program and/or its counterparts relevant to this procurement are contacted directly or indirectly through any means other than formal email to the above email addresses.

*5.2 Submission*

- 5.2.1 Language: The proposal and all associated correspondence must be in English. Any award document resulting from this request will be in English.
- 5.2.2 Bidders must submit technical and financial proposals in **both hard and electronic copies**, in separate sealed envelopes.
- 5.2.3 Proposals must be submitted by the following means:
  - 5.2.3.1 One (1) Original plus four (4) Hard Copies of technical proposals, and one (1) Original plus four (4) copies of financial proposals delivered by courier or hand-delivered to the ACED Program, 5th Residential Area, P.O. Box 2494, Aqaba 77110 Jordan by the deadline. Bidders must submit technical and financial proposals in separate sealed envelopes with each clearly marked.
  - 5.2.3.2 Electronic submission using separate CDs. One for the technical proposal and one for the financial proposal. The proposals must be submitted as combined pdf files (one for technical one for financial).
  - 5.2.3.3 No email submissions will be accepted.
  - 5.2.3.4 Packages received after the closing date and time of this RFP may be disqualified.
  - 5.2.3.5 Bidders are responsible for requesting delivery confirmation for submissions.

### 5.3 RFP Delivery Schedule

RFP Released to Interested Bidders..... August 15, 2011  
**Proposals Due** .....**September 6, 2011 at 2PM**  
Tentative start of the assignment.....mid-September 2011

**\*SHOULD ANY CHANGES IN THIS SCHEDULE OCCUR, BIDDERS WILL BE NOTIFIED THROUGH THE ACED WEBSITE: [www.aced-jordan.com](http://www.aced-jordan.com)**

## 6. EVALUATION & AWARD

The ACED Program will first screen each company based on the below criteria. Companies that do not meet **ALL of the below Administrative criteria are not eligible and their technical offers will not be evaluated.** Companies must provide supporting documents to validate the below criteria.

### Administrative Requirements

Criteria		Yes/No
a) Years of Experience	At least 5 years' experience providing related hardware.	
b) Specific experience	Company must have qualified team with certifications in the same product offered. Gold or Silver certified partner from CISCO is a must.	
c) Number of Projects	At least 3 similar projects in the same field with positive references.	
d) Others	Must be a Jordanian-registered firm Annual company turnover shall be at least 3 times the amount of the estimated project value (For the past 3 years).	

Companies that meet the Administrative Requirements will have their technical proposals evaluated based on the specifications and requirements set in Annex 1. Bidders that meet all the technical requirements will then be eligible for financial proposal review.

## ANNEX I: Technical Specifications and Requirements

Item	Minimum Technical Specification Required	Qty.	Bidder's Product/Brand & Specifications Offered	Compliance (Yes/No)
Switch Blades* VS-S720-10G-3C=	Cat 6500 Supervisor 720 with 2 ports 10GbE MSFC3 PFC3C  All the items below shall be included: - BF-S720-64MB-RP Bootflash (SUP720-64MB-RP) - CF-ADAPTER-SPSP adapter(SUP720 and SUP720-10G) - MEM-C6K-CPTFL1GB Catalyst 6500 Compact Flash Memory 1GB - VS-F6K-MSFC3 Catalyst 6500 Multilayer Switch Feature Card (MSFC) III - VS-F6K-PFC3C Catalyst 6500 Sup 720-10G Policy Feature Card 3C - VS-S720-10G Catalyst 6500 Supervisor 720 with 2 10GbE ports - SV33ISK9O-12233SXI Cisco CAT6000-VSS720 IOS IP SERVICES SSH (MODULAR) – DEFAULT - 10GBASE-SR X2 Module	2		
	Required Warranty – 3 Years			

\* The provider will be required to install and configure the module on the existing Cisco core switches 6509E with all supported features as approved and recommended from Cisco.

Authorized Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Stamp: \_\_\_\_\_

Date: \_\_\_\_\_

## ANNEX 2: Project Experience Table

Project Name	Location	Client	Contract Value	Period of Performance (Start-End Dates)	Description of Activities/ Achievements	Client Reference (Name, title, email, phone)