



Information & Communications Technology

Request for Proposal (RFP)

ICT-RFP-202011-HCI

**(DESIGN, SUPPLY, AND INSTALLATION OF HYPER CONVERGED
INFRASTRUCTURE TO IMPROVE ICT SERVICES)**

PNG Power Limited
P O Box 1105
BOROKO, NCD
Papua New Guinea

Contents

1. Background	3
2. Project Overview	3
3. Project Goals	3
4. Scope of Work	3
5. Schedule	3
6. Existing Roadblocks or Technical Issues.....	4
7. Payment Schedule	6
8. Evaluation Metrics	6
9. Eligibility of the Supplier.....	6
10. Conflict of Interest.....	7
11. Submission Requirements.....	7
12. Details for Submissions and Contact Person.....	8
Appendix A: Submission Check List.....	9
Appendix B: Creditor Vetting & Approval Form (Local)	10
Appendix C: Creditor Vetting & Approval Form (Overseas)	11

1. Background

PNG Power Limited (PPL) is a Government owned power utility responsible for the generation, transmission, distribution and retailing of electricity in Papua New Guinea. It has its national office based at Hohola in Port Moresby with offices spread across the country.

2. Project Overview

The PPL Information & Communications Technology Business Unit as part of its upgrade program and in keeping with best practices, are now sourcing a Supplier to assist with the Design, Supply, Installation and Ongoing Maintenance Support Services of its Hyper Converged infrastructure.

3. Project Goals

The goals of this project include:

Infrastructure – replace old equipment and expand the current network

- 3.1. Security – strengthen our security capabilities
- 3.2. Mobility – support mobile and remote access solutions
- 3.3. Experience – exceed our customer and employee expectations
- 3.4. Capacity – able to handle increased traffic now and into the future
- 3.5. High Availability – robust and automatic re-routing capability

To reach these goals, PPL is now accepting bids in response to this Request for Proposal.

4. Scope of Work

Refer to support document, ICT-TS-202011-HYPER CONVERGED INFRASTRUCTURE.

5. Schedule

We are looking at a quick turnaround with this project. By submitting an RFP, suppliers agree to all conditions of this RFP. PPL will treat all submissions as confidential, including any additional information suppliers provide. The following is the approximate timetable from opening of RFP to RFP recommendation and eventual install, configure, test and commissioning. PPL reserves the right to alter any of these dates.

ACTIVITY	WEEKS	DATE
Advertising (Release of RFP)		Friday, 13 November 2020
RFP in depth understanding	+2 weeks	Friday, 27 November 2020
RFP close	+3 weeks	Friday, 18 December 2020
RFP recommendation	+1 week	Friday, 25 December 2020
Management approval	+2 weeks	Friday, 8 January 2021
Contract signing	+2 weeks	Friday, 22 January 2021
SDR/Kick-off Meeting	+2 week	Friday, 5 February 2021
Supply of goods & materials	+4 weeks	Friday, 5 March 2021
Project Execution	+1 week	Friday, 12 March 2021
Project Implementation	+6 weeks	Friday, 23 April 2021
Project Commissioning	+2 weeks	Friday, 7 May 2021

If dates need to be adjusted on your deliverables, then include your adjustments and the reasons. All proposed date changes will be considered.

6. Existing Roadblocks or Technical Issues

As much as possible we want to keep to the proposed timeline but if you foresee any challenges please let us know in advance your expectations based on previous experiences.

- 6.1. Do you supply goods and services upon receipt of a Purchase Order (PO).
- 6.2. We understand most of the equipment will be sourced from outside Papua New Guinea and there might be delays with items arriving on site on time. Do indicate a practical turn-around time based on past experience, considering COVID19 protocols, shipping & logistics and FOREX implications.
- 6.3. Factory Acceptance Testing (FAT) has to be done at the Suppliers premises. For an overseas based Supplier, we would expect the FAT to be carried out via video conference with all test scripts and results captured and sent to PPL.
- 6.4. If you have consultants arriving from overseas, do consider our COVID19 protocols and plan your trip accordingly to minimize time wasting.
- 6.5. We expect subject matter experts (SME) will be involved in the design and delivery of the solution and do not want unreasonable time wasting on research on the Supplier's part during installation, testing and commissioning.
- 6.6. We do not expect any downtime of services during business hours from 6am to 10pm daily. Minimal outage accepted for cut-over only.
- 6.7. Flexibility to stage implementation to minimise disruptions.

7. Payment Schedule

Once an RFP is successful, we expect the Supplier to deliver fully on their solution as specified in the RFP and not go over time or over budget as we will not consider variations on the project.

Our payment plan will be as follows;

- 7.1. 50% payment upon successful acceptance of RFP
- 7.2. 30% payment upon receipt of all equipment on site at PPL office
- 7.3. 15% payment upon commissioning and sign-off from both Supplier and PPL
- 7.4. 5% payment defect liability which will be paid after 3 months of satisfactory operations

8. Evaluation Metrics

PPL will setup a committee to evaluate bidders and proposals based on the following criteria:

- 8.1. Previous experience/past performance history
- 8.2. Samples and/or case studies from previous projects
- 8.3. Experience and technical expertise that meets the overall solution design requirements
- 8.4. Responsiveness and answers to questions in Eligibility of the Supplier section
- 8.5. Projected costs

9. Eligibility of the Supplier

Consider the below as part of your proposal to allow the evaluation team at PPL to quickly understand your organisation and its capability apart from the actual technical offering.

- 9.1. Company background
- 9.2. Organisation structure
- 9.3. List of team and CVs of key individuals who will be involved with the proposed solution from design to installation and commissioning
- 9.4. Tax Identification Number (TIN) or international equivalent (ABN, NZBN, etc)
- 9.5. Certificate of Compliance (CoC) or international equivalent
- 9.6. IPA Company certification or international equivalent
- 9.7. IPA Company extract or international equivalent
- 9.8. Be free from insolvency, bankruptcy or similar status
- 9.9. Have the legal capacity to enter into contract
- 9.10. Be current with payments of taxes and social charges
- 9.11. Current financial statement

9.12. Not have been convicted, or currently under indictment for, a criminal offence involving corruption or other misconduct reflecting a lack of suitability to participate in government procurement

9.13. Insurance details, including workers compensation, public liability, shipping & handling

The Supplier will provide such evidence of their continued eligibility satisfactory to PPL, as reasonably requested.

10. Conflict of Interest

Suppliers must provide details of any circumstances or relationships that constitute, or may constitute, a conflict or potential conflict of interest regarding this application, or any obligations under any formal agreement with PPL.

11. Submission Requirements

Bidders must adhere to the following guidelines to be considered:

11.1. Only bidders who meet all 5 metrics in the evaluation section should submit a proposal.

11.2. Proposals must be sent in by December 18, 2020.

11.3. RFP submission should be in this format;

11.3.1. TOC

11.3.2. Executive summary

11.3.3. Overview of the company and service capability

11.3.4. Proposed solution

11.3.5. Transition services

11.3.6. Support services

11.3.7. Pricing & project schedule plan

11.3.8. Added value services

11.3.9. Support documents as requested by PPL in Eligibility of the Supplier section

11.3.10. Draft license and maintenance agreements

11.3.11. Draft maintenance plan strategy for spare parts and support

11.3.12. Draft Service Level Agreement (SLA)

12. Details for Submissions and Contact Person

Reference	ICT-RFP-202011-HCI
Activity	Design, Supply, And Installation Of Hyper Converged Infrastructure To Improve ICT Services
Support Document Reference	ICT-TS-202011- HCI
Closing Time	4.30 pm (PNG local time) on December 18, 2020. Late submissions may not be accepted.
Lodgement of Submissions	The Proposal must be lodged through www.tenderlink.com/pngpower by the Closing Time. Emails or envelope submissions will not be considered.
Contact person	Ms Danae Pala Team Leader – Tenders, Contracts & Supplier Management Ph: +675 324 3433/3532/3496 Email: tenders@pngpower.com.pg or dpala@pngpower.com.pg

Appendix A: Submission Check List

The Supplier shall ensure that documents, schedules and Appendices identified in the checklist below are included in their submission, this checklist appropriately checked off and signed by an authorised person and included in the submission.

Item Submission	<input checked="" type="checkbox"/> Checked
Executive summary	
Company information + IPA + Co Extract	
Company Organisation Chart	
Specified Personnel including CV's	
Tax information	
Insurance information + workers comp. + Public liability + shipping & handling	
Current financial statement	
Key Contact Person for Submission	
Proposed solution	
Financial submission	
Project Schedule	
Completed PPL vetting form	
Conflict of interest information	
Insolvency or bankruptcy status	
Status of taxes and social charges	

Signature

Name

Designation

Date

Appendix B: Creditor Vetting & Approval Form (Local)

For on shore Suppliers to be completed as appropriate

Appendix C: Creditor Vetting & Approval Form (Overseas)

For off shore Suppliers to be completed as appropriate