



## **SBI FUNDS MANAGEMENT PRIVATE LIMITED**

### **REQUEST FOR PROPOSAL**

### **FOR**

### **PROCUREMENT AND INSTALLATION OF SERVERS AT SBI FUNDS MANAGEMENT PRIVATE LIMITED**

<b>Date of issue of RFP</b>	<b>06 June 2014</b>
<b>Last date for submission of RFP</b>	<b>13 June 2014</b>
<b>Address for communication</b>	<b>Head – Information Technology SBI Funds Management Pvt. Ltd. 9th Floor, Parinee Crescenzo-C/38-39, G-Block, Behind MCA Club, Bandra Kurla Complex, Bandra East, Mumbai - 400 051</b>

## 1. Introduction:

### An Overview of SBI Funds Management Private Limited

SBI Funds Management Private Limited (also referred to as "SBIFM") is a premier Asset Management Company in India and has been managing all the Schemes of SBI Mutual Fund, established in 1987. The Corporate Office of SBIFM is located at 9 Floor, Crescenzo Building, C 38 & 39, "G" Block, Bandra Kurla Complex, Bandra (East), Mumbai. SBIFM has a nationwide network of branch offices.

### This RFP is to invite proposal for:

SBIFM invites proposals from competent and authorized vendors for supply and installation of two Servers which will be used as UAT Servers (Non-production or test servers). We will be using these servers to implement Hypervisor Virtualization solution by installing the latest version of Microsoft Hyper-V Server Virtualization software. The vendor should also be an authorized service provider in order to do the OS installation and also, provide on-site comprehensive warranty and support of the equipments during the warranty period. The configuration of the Servers is as follows:

### Quantity – Two (2 nos.)

Sr. No.	Parameters	Specifications
1	Make/Model	DELL/HP/IBM
2	Server Type	2U Rack mountable Two Socket Server
3	Processor	12-Core Intel ® Xeon Processor E5- 2695 v2 (Hyper-V Compatible) based on Intel Xeon E5 2600 v2 series processors (2.4 GHz , DDR 3 1600 MHz )
4	Number of Processors	Two (02)
5	Cache Memory	16 MB L3 cache
6	Processor Capacity	2 Socket Processor
7	Chipset	Intel Processor
8	Memory	128 GB (8 X 16 GB), 1600MHz Dual Rank DIMMs
9	Maximum Memory Support	256 GB
10	Total Memory slots	24
11	Internal Storage	4x2TB 7.2K RPM, SATA Drive, 3Gbps 3.5-inch Hot plug HDD with Hardware RAID Controller with min 512 MB Cache with support for RAID 0/1/5)
12	Additional Drive Bays for internal storage	At least one free drive bay for upgrade of internal storage
13	Storage Controller for RAID Support	Dedicated Hardware RAID Controller with min 512MB Cache with support for RAID 0/1/5
14	Optical Drive	Slimline DVD-ROM Drive
15	Network Controller	6 x Gigabit (10/100/1000Mbps) Network Interface ports
16	Expansion Slots	At least 2 x PCI-E Slots – Optional not mandatory
17	Redundant Hot Plug Power Supply	Yes
18	Redundant Hot Plug Fans	Yes
19	I/O Interfaces	Serial Connection, 1 x Pointing Device(Mouse), 1 x

		Graphics, 1 x Keyboard, 6xRJ45 Network, 1xdedicated remote management RJ45 Port, 2 x USB 2.0 Ports
20	OS Certification	The system offered is to be certified to run on the latest versions of Microsoft® Windows Server® 2008 SP2, x86/x64, Microsoft® Windows Server® 2008 R2, x64 <b>(Should support Microsoft Hyper-V Virtualization solution), Microsoft® Windows® Server 2012, ®, VMware® vSphere™ Version 5.5.</b>
21	Server Features	Integrated Management on system board, Automatic Server Recovery, ROM based Setup Utility, Status LEDs including system health.
22	Remote Manageability	System remote management software should support browser based Graphical Remote Console; Virtual Power button, Remote boot using USB / CD/ DVD Drive and should be capable to offer upgrade of software and patches from a remote client using Media / image; Remote console sharing during pre-OS and OS runtime operation, Console replay - Console Replay captures and stores for replay the console video during a server's last major fault or boot sequence. Microsoft Terminal Services Integration, 128 bit SSL encryption and Secure Shell Version 2 support.
23	Server Management	<p>a)The Systems Management software should provide Role-based security</p> <p>b) Should help provide proactive notification of actual or impending component failure alerts on critical components like CPU, Memory and HDD. Should support automatic event handling that allows configuring policies to notify failures via e-mail, pager, or SMS gateway or automatic execution of scripts.</p> <p>c) Should support scheduled execution of OS commands, batch files, scripts, and command line apps on remote nodes</p> <p>d) Should be able to perform comprehensive system data collection and enable users to quickly produce detailed inventory reports for managed devices. Should support the reports to be saved in HTML, CSV or XML format.</p> <p>e) Should help to proactively identify out-of-date BIOS, drivers, and Server Management agents and enable the remote update of system software/firmware components.</p> <p>f) The Server Management Software should be of the same brand as of the server supplier.</p>
24	Support/Warranty	Three years' comprehensive on-site warranty with same day support. Comprehensive Server Installation Service With Rack Mounting. 7x24 Technical Support & Assistance for IT Staff: 3 Years

The Server configuration quoted by the vendor should match the above mentioned specifications. The correct Part Numbers for each of the products are necessarily to be mentioned by the vendor in the technical proposal. If the configuration of the Server quoted does not match with SBIFM's requirements and/or all the Part Numbers are not stated correctly in the technical proposal, the proposal of the vendor will not be considered for further technical evaluation. This proposal is for procurement of server and OS installation of Windows 2012 R2 along with configuration of RAID.

## 2.0 Eligibility Criteria:

The minimum eligibility criteria for selecting the vendors for the purpose stated above have been listed in this section. All vendors are requested to study the pre-qualification criteria listed below carefully and submit the bids only if they fully qualify for bidding for the relevant services.

- The vendor should be a profit-making company for the last two financial years and should have annual revenue of Rs. 10 crores or more from sales of computer hardware and related services in the last two audited financial years.
- The vendor should necessarily be an authorized dealer/reseller as well as service provider of the product quoted by the vendor. The vendor must submit the required certification from the principal company in this regard.
- The vendor should have experience of at least 5 years in the related areas.
- The vendor should be in a position to provide required installation, maintenance and support services of all the products/ equipments during the warranty as well as the post-warranty periods through maintenance contracts and service level agreements.

## 3.0 Bid Terms:

### 3.1 General

SBIFM reserves the right to revise or alter the scope of the assignment before acceptance of any bid. However, in such an eventuality, the vendor may be given an opportunity to consider such changes and revise the offer, if found necessary.

In case the products/ services offered deviates from the specifications of the products/ services as described in this RFP, the vendor should describe in what respect and to what extent the products/ services offered by him differs from our specifications even if the deviation is not very material.

The vendor must quote part numbers of all the components of the Server as per the specifications of the RFP (Form B). Technical proposal without any of the part numbers will be rejected by SBIFM.

The vendor has to quote rate per unit in the Form E. The vendor has also to give total cost wherever applicable. Offers not indicating item-wise rates, wherever applicable, are liable for disqualification/rejection.

The price/rate quoted by the vendor cannot be altered or changed due to escalation on account of cost of material. The price/rate quoted should be all inclusive prices, i.e., it shall include taxes, levies, duties, insurance, transportation etc.

Vendors should ensure that they meet the eligibility criteria mentioned above in Section 2 for offering bids.

The scope of work for the assignment is described in Annexure I.

The Terms and Conditions for the assignment are described in Annexure II.

### 3.2 Submission of Proposal

- a) The Vendor shall submit its company profile as per Form A of the RFP.
- b) The vendor shall furnish the details of past experiences of executing similar assignments to large clients in Form C.
- c) The Vendor will have to submit the details of top 3 assignments on the basis of value of order, wherein the vendor has executed similar assignments as per Form C of the RFP. SBIFM reserves the right to check with these customers about the credibility of the vendor and quality of service provided by the vendor. Also, SBIFM may ask the vendor to arrange for site visit at any of existing customers.
- d) SBIFM reserves the right to adjust arithmetical or other errors in RFP, in the manner in which it considers suitable/deem fit. Any adjustments so made by the SBIFM shall be stated to the vendor, if SBIFM makes an offer to accept the vendor's proposal.
- e) The Forms A, B, C, D (Technical Proposal) and E (Commercial Proposal) of the RFP shall be compulsorily submitted along with the bids. Bids without these forms duly filled are liable for rejection.
- f) The vendor should submit the Technical and Commercial proposals in separate sealed envelopes. The quotations superscribed as '**Technical Proposal for Supply and Installation of Servers at SBI Funds Management**' and '**Commercial Proposal for Supply and Installation of Servers at SBI Funds Management**' should be addressed to

Head –Information Technology  
SBI Funds Management Pvt. Ltd.  
9 Floor, Crescenzo Building, C 38 & 39, "G" Block,  
Bandra Kurla Complex, Bandra (East), Mumbai.

**The proposals in response to this RFP should be submitted at the above address before 18.00 hrs of 13<sup>th</sup> June, 2014.**

- g) Bids should be valid up to 90 days from the above mentioned submission date.
- h) The Vendors shall submit their offers strictly in accordance with the terms and conditions of RFP Document(s) as stated therein/herein. Any proposal, which stipulates conditions contrary to the conditions given in the RFP Document(s), is liable for rejection.

i) The Vendor shall (whether or not he submits the bid) treat the details of the RFP Document(s) as confidential at all times.

j) SBIFM will not pay the Vendor any expenses, which may have been incurred in the Preparation of the RFP Document(s) for submission.

k) The Vendor shall have complied with all requirements of law for submitting the bid to this RFP and for performance of the contract.

l) SBIFM does not bind itself to accept the lowest or any bid to this RFP and reserves the right to reject all or any bid or cancel the RFP without assigning any reason whatsoever. SBIFM has the right to re-issue the RFP without the vendors having the right to object to such re-issue.

m) In case the Vendor desires to clarify any issue of the RFP before submitting the proposal, you may contact Mr. Vijay Raghav, Chief Manager (IT), Ph.: 61793404 and Mail: vijay.raghav@sbimf.com.

### 3.3 Evaluation of the Proposals

SBIFM will evaluate only those proposals, which meet the eligibility criteria as well as complete and responsive in all respects, for comparison and final selection. The evaluation criteria for selection shall be based on the requirements of SBIFM, the delivery & installation schedule of the vendor and customer feedback on products and services of the vendor. Also, sufficient expertise and experience of the vendors during the last five years in carrying out similar assignments for other companies and the eligibility criteria as given in the RFP will be part of the evaluation criteria.

### 3.4 Selection Criteria

The SBIFM will award the contract to the successful Bidder whose proposal has been determined to be substantially responsive and has been determined as the most competent bid, provided further that the vendor is determined to be qualified to perform the assignment satisfactorily. However, the SBIFM shall not be bound to accept the lowest or any bid and in accordance with clause 3.2 stated above, SBIFM reserves unequivocally the right to accept any bid, wholly or in part.

#### 4. Formats to be submitted by the Vendor:

Forms for submitting Bids	Explanatory note
Technical Proposal A : Vendor's Particulars B : Technical details of the product C : Customers' List & Experience of similar assignments D : Terms and Conditions as agreed  Commercial Proposal E : Rates of the products and services	Bids for each of the Products/Services should be submitted in the relevant Forms as given below

### Technical Proposal

#### FORM A: VENDOR'S PARTICULARS FOR SUBMITTING OFFERS

1	Name of the Company			
2	Registered Office Address			
3	Year of Incorporation			
4	In the business of computer hardware since (the year)			
5	Details for Correspondence: Contact Person's Name & Designation Address & Telephone No/s, Fax No/s, E-mail ID			
6	Whether your company is registered under Municipal Act and/or Maharashtra Govt. Shops and Establishment (Give Regn. No.)			
7	Income Tax no. (GIR/PAN) (Attach Photostat / true copy of latest Income Tax Clearance Certificate)			
8	Sales Tax Regn. No. and Date (Attach Photostat / true copy of latest Sales Tax Clearance Certificate)			
9	Financial Details (for last 3 years) a. Turnover (Rs. In lakhs) b. Profit after Tax (Rs. In lakhs)	2011-12	2012-13	2013-14
10	If the vendor is Authorized Partner/Dealer, mention the name of principal company and the relationship, like, distributor, dealer, etc. *			
11	Brief particulars of facilities for support and maintenance of equipment and availability of spares			
12	Details regarding technical support persons (like, number of personnel, qualifications, number of			

years of experience, etc.) of the company	
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\* Please attach copies of certificates issued by the principal company in this regard

Note:

- a) The vendor may furnish any other related information, not mentioned above, which the vendor wishes to furnish.
- b) Any Deviation from General Terms & Conditions, which the vendor wishes to furnish.

Date:

Place:

Designation:

Company:

Seal of the Company:

Signature:

Name:

**Form B: TECHNICAL DETAILS OF THE SERVER**

Sr. No.	Parameters	Parameters	Part Numbers	Whether Complied (Yes/No)	Deviation if any
1	Make/Model	DELL/HP/IBM			
2	Server Type	2U Rack mountable Two Socket Server			
3	Processor	12-Core Intel ® Xeon Processor E5- 2695 v2 (Hyper-V Compatible) based on Intel Xeon E5 2600 v2 series processors (2.4 GHz , DDR 3 1600 MHz )			
4	Number of Processors	Two (02)			
5	Cache Memory	16 MB L3 cache			
6	Processor Capacity	2 Socket Processor			
7	Chipset	Intel Processor			
8	Memory	128 GB (8 X 16GB), 1600MHz Dual Rank DIMMs			
9	Maximum Memory Support	256 GB			
10	Total Memory slots	24			
11	Internal Storage	4x2TB 7.2K RPM, SATA Drive, 3Gbps 3.5-inch Hot plug HDD with Hardware RAID Controller with min 512 MB Cache with			



		support for RAID 0/1/5)			
12	Additional Drive Bays for internal storage	At least one free drive bay for upgrade of internal storage			
13	Storage Controller for RAID Support	Dedicated Hardware RAID Controller with min 512MB Cache with support for RAID 0/1/5			
14	Optical Drive	Slimline DVD-ROM Drive			
15	Network Controller	6 x Gigabit (10/100/1000Mbps) Network Interface ports			
16	Expansion Slots	At least 2 x PCI-E Slots – Optional not mandatory			
17	Redundant Hot Plug Power Supply	Yes			
18	Redundant Hot Plug Fans	Yes			
19	I/O Interfaces	1 x Serial, 1 x Pointing Device(Mouse), 1 x Graphics, 1 x Keyboard, 3xRJ45 Network, 1xdedicated remote management RJ45 Port, 5 x USB 2.0 Ports (2 Front, 2 Rear, 1 internal)			
20	OS Certification	The system offered is to be certified to run on the latest versions of Microsoft® Windows Server® 2008 SP2, x86/x64, Microsoft® Windows Server® 2008 R2, x64 ( <b>Should support Microsoft Hyper-V Virtualization solution</b> ), Microsoft® Windows® Server 2012, ®, VMware® vSphere™ Version 5.5.			
22	Server Features	Integrated Management on system board, Automatic Server Recovery, ROM based Setup Utility, Status LEDs including system health			
23	Remote Manageability	System remote management software should support browser based Graphical Remote Console; Virtual Power button, Remote boot using USB / CD/ DVD Drive and should be			

		capable to offer upgrade of software and patches from a remote client using Media / image; Remote console sharing during pre-OS and OS runtime operation, Console replay - Console Replay captures and stores for replay the console video during a server's last major fault or boot sequence. Microsoft Terminal Services Integration, 128 bit SSL encryption and Secure Shell Version 2 support.			
24	Server Management	<p>a) The Systems Management software should provide Role-based security</p> <p>b) Should help provide proactive notification of actual or impending component failure alerts on critical components like CPU, Memory and HDD. Should support automatic event handling that allows configuring policies to notify failures via e-mail, pager, or SMS gateway or automatic execution of scripts.</p> <p>c) Should support scheduled execution of OS commands, batch files, scripts, and command line apps on remote nodes</p> <p>d) Should be able to perform comprehensive system data collection and enable users to quickly produce detailed inventory reports for managed devices. Should support the reports to be saved in HTML, CSV or XML format.</p> <p>e) Should help to proactively identify out-of-date BIOS, drivers, and Server Management agents and enable the remote update of system software/firmware components.</p> <p>f) The Server Management</p>			

		Software should be of the same brand as of the server supplier.			
25	Warranty	7x24 Technical Support & Assistance for IT Staff: Comprehensive Server Installation Service With Rack Mounting and Comprehensive Three years' onsite warranty with same business day support			
26	Delivery Schedule	Delivery should be within max. 4 weeks from P.O. Mention the number of days required to deliver the servers from the date of confirmed P.O.			

Date:  
Place:  
Designation:  
Company:  
Seal of the Company:

Signature:  
Name:

The correct Part Numbers for each of the products are necessarily to be mentioned by the vendor wherever applicable in the technical proposal. If the configuration of the Server quoted does not match with SBIFM's requirements and all the Part Numbers are not stated correctly in the technical proposal, the proposal of the vendor will not be considered for further technical evaluation.

The vendor must provide the other details as mentioned below:

The vendor should mention the warranty details in clear terms as per the requirements of SBIFM. The vendor should provide on-site comprehensive warranty on the same business day. The vendor should also mention the details of maintenance and support after expiry of warranty period. The commercial proposal should include the AMC cost after warranty period. The delivery of all the equipments should be within a maximum time of four (04) weeks from the date of Purchase Order. You are required to mention the delivery and installation schedule (from the date of confirmed purchase order) for the entire assignment.

**Form C: LIST OF CORPORATE CUSTOMERS OF THE VENDOR**

Sr. No	Name of the Client, Contact person, Designation & Telephone No.	Date of the Assignment	Details of the assignment done for the client with Product Name, Model, etc.

Note: The list should include at least three corporate clients.

Date:  
Place:  
Designation:  
Company:  
Seal of the Company:

Signature:  
Name:

#### Form D: TERMS AND CONDITIONS AS AGREED

Our company is agreeable to supply and install all the equipments and the necessary services to SBIFM as stated in the scope of work (Annexure I) and the General Terms and Conditions (Annexure II) of the RFP. A copy of the same duly signed by us is attached.

(The Bidder should sign each page of the Scope of Work and the General Terms and Conditions mentioned therein and attach with Form D in confirmation of the Terms and Conditions agreed by the Bidder. If the Bidder has reservations about any of the scope of work or Terms and Conditions mentioned therein, the same has to be stated as an additional Annexure to this Form and signed.)

Date:  
Place:  
  
Company:  
Seal of the Company:

Signature:  
Name:  
Designation:

#### Commercial Proposal

#### Form E: RATES OFFERED FOR THE PRODUCTS AND SERVICES

Sr. No.	Product /Service Description	Part Number	Qty.	Rate (in Rs.) [exclusive of taxes]	Taxes, Octroi etc. (in Rs.)	Total Price (in Rs.)	AMC Charge (in Rs.)
1	Server with above mentioned configuration		02				
	TOTAL						

Date:  
Place:  
Designation:  
Company:  
Seal of the Company:

Signature:  
Name:

## 5. Annexure:

### Annexure I

#### Scope of Work for supply, installation and support for Server

The vendor shall supply and install the server as required by SBIFM and as mentioned above in Form B as per the rates agreed between the vendor and SBIFM.

The vendor shall be responsible to install and configure the operating systems with the basic security patches applied along with RAID Configuration.

The vendor shall ensure that all the equipments installed by the vendor provide the desired results all the time without any inconvenience to SBIFM

The products will have three years' onsite comprehensive warranty with same day support from the vendor

During the warranty period of all the products, the vendor shall be in a position to provide necessary replacements of the equipments or parts of the equipments as well as timely support to SBIFM through qualified manpower on the same business day

The vendor shall be able to provide maintenance of all the products and support thereof to SBIFM after expiry of warranty period through an Annual Maintenance Contract as per the terms and conditions agreed between the vendor and SBIFM

### Annexure II

#### Terms and Conditions applicable for supply of Server

All annexure and schedules shall form part of the general terms and conditions of the contract.

#### General

Service Window (Working hours) is considered to be between 8:00 A.M. to 10:00 P.M. from Monday to Saturday.

The price/rate quoted by the vendor cannot be altered or changed due to escalation on account of variation in taxes, levies and cost of material. The price/rate quoted should be an inclusive price, i.e., it shall include taxes, levies, duties, insurance, transportation etc.

All applicable taxes would be deducted at source at the applicable rate while making the payment.

#### Terms of payment

The payment terms of the assignment will be as follows:

90% after successful delivery and installation. The balance 10% will be paid either after expiry of warranty period of three years or against a Performance Bank Guarantee of the equivalent amount for the warranty period of three years from a Schedule Bank (except Cooperative Banks). The Bank Guarantee should be given to SBIFM before full payment, failing which 10% of the order value will be withheld from the payments due to the vendor. In case the products supplied by the vendor have any manufacturing defects/ poor workmanship/ inferior quality or the vendor is not able to adhere to the support committed in the proposal, SBIFM may decide to invoke the Bank Guarantee.

The vendor should submit the original receipt of payment of Octroi, if any, along with the invoice for payment.

#### Service Terms & Conditions

The vendor will be responsible for any mishap or accident during the installation /maintenance of the equipments which may occur due to negligence on part of the vendor.

The vendor shall pay and be responsible for payment of all taxes, duties, levies, fees, costs or charges in respect of the products/ services rendered to SBIFM as part of the assignment. The vendor shall indemnify and keep indemnified SBIFM against claims in respect of above taxes, levies, duties, fees, costs, charges etc. All of the aforesaid taxes, duties, levies, fees, cost and charges shall be to the vendor's account and SBIFM shall not be required to pay any additional or extra amount on account of variation of the above charges if any, till the completion of work as per the contract to the satisfaction of SBIFM and no extra claim on this account will be entertained in any case.

#### Support and Maintenance Specific Terms

The vendor will provide on-site comprehensive maintenance services including repairs/ replacement of faulty parts for all equipments.

The vendor will undertake that supplies of necessary maintenance equipment, tools and spare parts will be made available on a continuous basis.

The vendor should provide equivalent or higher stand-by equipments in case the problem is not resolved within the stipulated time.

In case the system is found non-repairable or is taking prolonged time in repair, it is vendor's liability to provide a standby system within agreed time as per SLA. This time shall be from the time of call logging and not the time of call attending. Product provided as a standby shall be a workable solution and may or may not be the exact configuration product. In such cases, permanent replacement shall be provided with equivalent or higher configuration part/system only within maximum 7 days of call logging. This shall be done at no extra cost to SBIFM.

The cost and consequences, if any, would be borne by the vendor for the maintenance of the equipments.

All parts replaced by the vendor must be new of same specification and make or, if such parts are not available in the market, parts of different make and quality would be accepted provided such request is made in writing.

The Company should have enough spares in its inventory to service the equipment during the term of agreement. The spares should be of good quality, and should not endanger the brand-integrity of SBIFM's equipment.

Insurance and any other charges for products/parts in movement for repair to and from vendor's workshop shall be liability of the vendor. However, SBIFM shall provide necessary documents required for legal bodies like Octroi Check-post, etc.

-----End of RFP Document-----