

Subject: Request for Proposal (RFP) 2020/03, in provision of Wi-Fi access points and Firewall

Dear Potential Offerors:

The Woolcock Institute of Medical Research (Woolcock) is seeking proposals from qualified suppliers interested in providing Wi-Fi access points and Firewall as described in the attached solicitation. Offerors can be manufacturers or distributors.

Woolcock plans to award a subcontract issued on a fixed price basis. Offerors must propose costs that they believe are realistic and reasonable for the work. Cost proposals will be evaluated as part of a best value determination for subcontract award, including cost effective approaches to achieve results. Should further Amendments be necessary, potential bidders will be notified via email.

Submission

Deadline for submission: Friday, 30th Oct 2020

If your organization decides to submit a proposal in response to this solicitation, it must be submitted in accordance with the RFP at the designated place. Proposals, and modifications thereto, shall be submitted through the form as follows:

<https://airtable.com/shrcSdbEiGZFqBSCi>

Proposals shall be prepared included: Technical Proposal and Corporate Capability Proposal shall address technical aspects and evidence of offeror's capability only while the (Business) Cost Proposal shall present the cost and related issues.

The Offeror's proposal shall be valid for a period of 90 days, starting from the submission due date. In exceptional cases and prior to the expiry of the original tender validity period, the Contracting Authority may ask offerors in writing to extend this period by 40 days. Offerors that agree to do so will not be permitted to modify their tenders. If they refuse, their participation in the tender procedure will be terminated. All proposal documents prepared in response to this RFP shall be in English and all costs shall be expressed in Viet Nam Dong.

It is possible that oral discussions, either in person or via teleconferencing, will take place with those Offerors whose proposals are determined to be in the competitive range. Discussion questions will be sent to the concerned Offerors prior to the actual discussions. Specifics concerning how the discussions will be conducted will also be arranged at that time.

Questions

Any questions regarding this RFP should be received **in writing only**. Please send questions to Ms Vu Ngan Ha at ha.vungan@sydney.edu.au

Thank you for your interest.

Sincerely,
Vu Ngan Ha

**REQUEST FOR PROPOSALS
RFP NUMBER 2020/03**

INTRODUCTION

The Woolcock Institute of Medical Research in Vietnam is an international NGO, registered with The Committee for foreign non-governmental organization affairs (COMINGO), and operating in Vietnam since 2009. Its major activity is conducting medical and health research, but it also undertakes training and capacity building.

It employs 60 people in Vietnam with a head office in Hanoi and other offices in HCMC and Ca Mau city. It also has field staff operating in several other Provinces. It has strong linkages with the National Lung Hospital (National TB Program) and Bach Mai Hospital as well as several other Institutes and Universities in Vietnam.

Its parent organization is the Woolcock Institute of Medical Research, a medical research institute, based in Sydney, Australia. It also has strong linkages with the University of Sydney. Most of its funding is the form of medical research grants from the Australian National Health and Medical Research Council.

The objective of this procurement is to solicit responsive offers from qualified, responsible, local firms and award a fixed price subcontract for the provision of supplying the Wi-Fi access points and Firewall for three Woolcock offices (Ha Noi, HCM, and Ca Mau)

Offerors shall present their qualifications and experience relevant to the activities described in the next section.

The supplier must comply fully with the technical specifications set out in the tender dossier and comfort in all respects with quantities, models, and other instructions.

PRODUCT REQUIREMENTS

The Offeror will provide the Wi-Fi access points and Firewall with the following specific characteristics:

Items	Details	Quantity
Firewall Checkpoint L71	Cpu: dual core ARM -1,7GhzRam: 1GB - 2 WAN: 1Gb - 6 LAN: 1Gb	2
Wifi ARUBA IAP 345	Wave: Wave 2 MIMO: MU-MIMO2.4GHz MIMO: 4x4 - 5GHz MIMO: 4x4	9
Switch Poe+ 24 port Aruba s1500-S24P	1500-24P Mobility Access Switch with 24 10/100/1000BASE-T IEEE 802.3af PoE/802.3at PoE+ ports plus 4 GbE SFP	2
Cost of installation and materials	Place of execution: Three Woolcock offices (Ha Noi, HCMc, and Ca Mau) (*) Execution time: November 2020	

(*) Place of execution:

Hanoi office: Apartment 203, Building 2G, Van Phuc Diplomatic Compound
298 Kim Ma, Ba Dinh District, Ha Noi.

HCMc office: Room R1-11-04, Floor 11, Block R1, The Everrich Tower, 968 Street 3/2, Ward 15, District 11, HoChiMinh City.

Camau office: 95 Hoa Lu str, Wards 9, Ca Mau city

INSTRUCTION FOR TECHNICAL PROPOSAL

The technical proposal should include

- a. a detailed description of the supplies tendered in conformity with the technical specifications, including any documentation required such as: catalogue, materials and technical information of the equipment
- b. a list of the manufacturer's recommended spare parts and consumables
- c. a proposal detailing how after-sales service
- d. A statement by the offeror attesting the origin of the supplies tendered (or other proofs of origin).

INSTRUCTION FOR COST PROPOSAL

Offeror's cost proposals shall include the following information.

A financial bid calculated on a basis of DDP1 (Delivered Duty Paid) for the supplies tendered, including if applicable the costs of commissioning and/or installation, and proposed work plan for the installation.

Offerors will be deemed to have satisfied themselves, before submitting their tender(s), as to (its)(their) correctness and completeness, to have taken account of all that is required for the full and proper performance of the contract and to have included all costs in their rates and prices.

Whatever the origin of the supplies, the contract is exempt from stamp and registration duties.

The prices for the contract are fixed and not subject to revision. The offeror should provide information of budget in Viet Nam Dong and should include tax and other expenses.

INSTRUCTION FOR CORPORATE CAPABILITY PROPOSAL

A tender capability proposal consisting of:

- a. Business license
- b. Reference client list: list of similar service performed by offerors in Vietnam