SULTAN QABOOS UNIVERSITY

TENDER DOCUMENT

FOR

THE SUPPLY, INSTALLATION, CONFIGURATION AND MAINTENANCE OF A THIN CLIENT COMPUTING SOLUTION FOR THE DEPARTMENT OF PHYSICS, COLLEGE OF SCIENCE
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1. INSTRUCTIONS TO TENDERERS
1. Tender Document

1.1 Sultan Qaboos University (hereinafter referred to as “Employer”) is desirous of appointing a specialised company for the Supply, Installation, Configuration and Maintenance of a Thin Client Computing Solution for the Department of Physics, College of Science, more fully described herein including, but not limited to, warranty and related works.

2. Submission of Tenders

2.1 The completed original set and one additional true-copy and one machine readable copy of the tender documents containing the Tender must be enclosed in a sealed envelope or package clearly printed with the project title and tender number and be addressed and delivered to:

Deputy Vice Chancellor for Administration and Finance
Sultan Qaboos University
P.O. Box 50, Postal Code 123
Al-Khod,
Sultanate of Oman

not later than the time and date specified in the advertised invitation to Tender. Tenders submitted after the said date shall not be considered. The sealed envelope or package shall not bear any markings that reveal the identity of the Tenderer, except the project name and the tender number.

2.2 In addition to the documentation issued for tendering purposes, it is mandatory for the Tenderer to provide and properly bind-in following the last page in this document (“Tenderer’s Enclosures”), the following documents and information:-

(a) Financial Qualification:
Evidence of the Tenderer’s financial standing. This shall include a copy of the last two annual balance sheets and auditor’s reports together with authority to approach the Tenderer’s bank for relevant comment, along with the name and address of the bank.

(b) Working Experience:
A list of all major works which the Tenderer has completed within the past three years and of all works which are presently under execution giving the name of the client, consultant, value, duration and date of completion.

(c) Tenderer's Proposed Program of Works:
Outline details of proposed program for the works from the date of receipt of the Employer's instructions to commence, showing the complete procedure of supply, installation, configuration, testing commissioning and maintenance of a the Thin Client Computing Solution.

(d) Location or Locations:
A statement giving details of location or locations of Tenderer's Registered Offices.
(e) **Signatories:**
A statement giving the name(s) and specimen signature(s) of the person(s) authorized to sign Agreements on behalf of the Company.

**Note:** The Tender must be signed by the duly authorised representative of the Company.

(f) **Further Instructions:**
A copy of any Circular Letter/Addendum issued to the Tenderers during the Tender Period by the Employer (appropriately endorsed by the Tenderer).

(g) **Registration:**
Copies of the Company’s current registration with all concerned authorities and ownership documents must be provided along with the Tender.

(h) **Drawings:**
Two sets of detailed drawings, including relevant services, cabling details and civil works, structural requirements (if any) etc.,

(i) **Proposed Changes:**
Details of the proposed changes to services at and around the installation locations.

(j) **Warranty:**
The Tenderer should provide Warranty details, including manufacturer’s product warranty.

(k) **Brochures:**
The Tenderer must submit brochures of products proposed to be used according to Specifications and Tender submission.

(l) **Manpower:**
The Tenderer must provide a list of all manpower to be assigned to the site during the Contract period along with their qualifications, experience, training certifications etc.

3. **Site Visit:**

3.1 A visit to the site is mandatory, and such visit shall be confirmed by the Employer's representative on the appropriate form. By virtue of such site visit, the Tenderer shall be deemed to have inspected and examined the site, the documents listed here-in-before, the buildings and the facilities for the purposes of being fully satisfied, before submitting the Tender as to the scope and nature of works required to be performed by the Tenderer during the Contract period, the means of access and in general all other matters which may affect the works and his Tender.

3.2 Persons, firms or companies proposing to Tender and any of their Employees or agents will be granted permission by the Employer to enter upon his premises and lands for the purpose of inspection in connection with the proposed Tender, but only on such condition that such persons, firms or companies will release and indemnify the Employer and his employees and agents, from and against all
liability in respect of, and will be responsible for, a personal injury (whether fatal or otherwise), loss of or damage to property and any other loss, damage, costs and expenses howsoever caused (whether by the act or neglect of the Employer or his Servants or Agents or not), which, but for the exercise of such permission would have not arisen.

3.3 The Employer may, at its discretion organise a joint pre-bid briefing with all the Tenderers’ at the time of Site visit. The purpose of such a briefing would be to give the Tenderers’ an option to raise questions concerning the proposed works.

4. **Preparation of Tender**
The Employer shall not be held responsible for any expense or loss, howsoever, incurred by the Tenderer in connection with the preparation and submission of the Tender.

5. **Tender Bond**
The Tender shall be accompanied by Tender Bond issued by an approved Bank in the Sultanate of Oman in the prescribed form included herein (Specimen Form) for an amount of one percent (1%) of the Tender value for each Option amounting to the total value of the Tender.

The aforesaid Bonds shall remain valid for ninety (90) days from the date for return of Tenders and will be returned to the Tenderer upon its expiry or after the submission of a satisfactory Performance Bond by the successful Tenderer.

6. **Firm Price**
The Prices quoted in the Tender shall be firm and the Tender shall remain open for acceptance for a period of ninety (90) days after the date for return of Tenders.

7. **Completion of Tender Documents**
The Tenderer shall complete the Form of Tender, Bills of Quantity and Summary of Prices and shall sign, stamp and date the documents in the spaces provided. No entries shall be made in the Form of Agreement and Appendices to the Form of Agreement.

The Bill of Quantity shall be fully priced in Omani Currency to show the amount of the Tender and the unit rates or prices shall be written in both words and figures. The filling-in and completion of the Bills of Quantity shall be done in typescript or written in black ink or black ballpoint and the unit rates shall be written in both words and figures. The Employer reserves the right to reject any Tender if the unit rates or prices are not written in both words and figures.

This Contract is to be a fixed price Contract and the Tenderer will be responsible for any possible increases in the cost of labour, materials and equipment which may occur after the submission of the Tender and during the period of the Contract, except in the circumstances provided for in the Standard Conditions.

The rates and prices set down against the items in the Bills of Quantity shall be fixed for the entire duration of the Contract and shall be for the full inclusive
value for the complete works described including profit, all obligations and liabilities of every kind arising under the Contract.

Items against which no Price is quoted will not be paid for by the Employer when carried out and shall be deemed to be covered by the other prices in the Bills of Quantity. Alterations to the Form of Tender and any associated documents shall not be permitted. Any alteration other than the filling in of blanks, intended for that purpose, or failure to fully comply with these instructions may result in the rejection of the Tender. Any alteration to a rate or cash extension made by the Tenderer during the preparation of the Tender shall be initialed by the Tenderer prior to submission.

The correctness or otherwise of the Specification, the Bills Of Quantity and extension of detailed breakdown of cost in the Bill of Quantities shall in no way affect the validity of the Tender.

8. Amendments
Amendments to the Tender Documents may be issued by the Employer to the Tenderers before the date of submission of Tenders for the purpose of amending or clarifying any issue in the Tender Documents.

Should there be any doubts or obscurities in the meaning of any of the Tender Documents, or as to anything to be done, under the Contract, or concerning these instructions, or any other matter, the Tenderer shall set forth in writing such doubt or obscurity and deliver the same to the office of the Employer not later than fourteen(14) days before the date fixed for the return of Tenders.

If considered appropriate, a reply in the form of a circular letter or addendum will be distributed to all Tenderers to whom documents have been issued. Tenderers shall acknowledge receipt of such circular letter or addendum in the Form of Tender which shall become part of the Tender Documents.

9. Mistakes in Tenders
The Bills of Quantity will be examined prior to the signing of the Contract in order to ascertain that the items are correctly extended at the rates quoted. Should any arithmetical error be found, it shall be corrected and the Contract Value shall be amended accordingly. The Tenderer will be informed of any arithmetical adjustment made, should the Employer wish to further consider his Tender and he will be required to certify his acceptance. Unit prices shall prevail in arithmetical errors of extension.

10. Alternative Tender
Tenders shall be submitted solely on the basis of the Tender Documents and shall be free of any qualifications. Should a Tenderer wish to submit an alternative offer, such offer must be additional to and completely separate from the unqualified Tender.
11. **Clarification of Tender**
To assist in the examination, evaluation and comparison of Tenders, the Employer may ask Tenderers individually for clarification of their Tender, including the breakdown of unit prices. The request for clarification and the response shall be in writing.

Any effort by the Tenderer to influence the Employer in the process of examination, clarification, evaluation and comparisons of Tenders, and in decisions concerning the award of Contract, may result in the rejection of his Tender.

12. **Acceptance / Rejection of Tender**
The Employer is not bound to accept the lowest or any Tender. Acceptance of a Tender will be by a notice in writing signed by the duly authorized representative of the Employer and no other act by the Employer shall constitute acceptance of a Tender. However, any acceptance shall be subject to Royal Decree 48/76, as amended and the Form of Agreement shall be prepared using the Tender Documents as a basis.

The successful Tenderer shall be required to commence the works immediately upon receipt of the Employer’s Letter of Acceptance / instruction to commence.

13. **Performance Bond**
The successful Tenderer shall be required to provide a Performance Bond to the value of five percent (5%) of the sum named in the Letter of Acceptance, valid for the contract period. The Performance Bond shall be retained by the Employer during the Contract Period and shall be returned upon the successful completion of the Contract in accordance with the Conditions of Contract.

14. **Confidentiality**
All Tenderers, whether they submit a Tender or not shall treat the details of these Tender Documents as private and confidential.

15. **Laws**
The Tenderer shall conform to the laws, rules and regulations of the Sultanate of Oman and his attention is particularly drawn to Laws governing employment. All arrangements which affect the engagement, transport, paying, feeding and housing of labour and other matters in connection therewith shall be subject to the laws, rules and regulations of the Sultanate of Oman now in force or which may be made from time to time during the period of the Contract which shall be the governing laws.

16. **Taxes and Duties**
The Tenderer shall be responsible for payment of all taxes and customs duties and all other levies that are in force and those that may be imposed during the validity of the Tender or the Contract as the case may be.

17. **Post Project Costs**
The Tenderer should provide a detailed statement for any post project recurrent cost or charges computed on an annual basis.
18. **Government and Regulatory Approvals**
The Tenderer shall also include in their Tender, information in respect of any government or regulatory licences, permits, agreements and similar approvals required for the works, and shall indicate whether such approvals are "one-off" or "recurrent", and shall include information regarding approving authorities, approval mechanisms, approval periods,

19. **Third Parties**
The Tenderer shall identify and list all third party companies, suppliers, subcontractors, or other organisations, that will be involved in the execution of the contract, and shall further identify any of these companies that are mission-critical to performing the work.

20. **Infrastructure Details**
The Tenderer shall evaluate and include details of the proposed changes to services or infrastructure at and around the installation location, should such changes be necessary.

21. **Insurance**
The successful Tenderer must insure the materials and goods to be used in the Works with Insurance Companies registered in the Sultanate of Oman and comply with all the Contractual requirements regarding insurance.

*21. **Criteria For Evaluation**
In principle each Tender will be evaluated on the basis of the criteria described in this Section.

*The approximate percentages for Technical, Financial, Legal and Organizational Evaluations will be 60%, 30% and 10% respectively.

21.1 **Technical Evaluation Criteria**

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>(a) Satisfactory experience in the provision and execution of works.</td>
<td>15%</td>
</tr>
<tr>
<td>(b) Details of Technical expertise and experience and the number of qualified professional staff, both those available and those specifically designated for this Project.</td>
<td>15%</td>
</tr>
<tr>
<td>(c) Technical capability and experience of the Contractor or subcontractor proposed for the works.</td>
<td>20%</td>
</tr>
<tr>
<td>(d) Compliance with standard Health, Safety and Environment (HSE).</td>
<td>5%</td>
</tr>
<tr>
<td>(e) Warranty details and back up support.</td>
<td>5%</td>
</tr>
</tbody>
</table>

21.2 **Financial Evaluation Criteria**
(a) The Tenderer's financial capabilities will be determined based on information presented in the Tender.
21.3 **Legal and Organizational Evaluation Criteria**
(a) The Tenderer's legal and organizational capabilities will be determined on the basis of information presented in the Tender.

Any Tenderer that fails to comply with the above requirements may become ineligible for further consideration of his bid.

22. **Conditions of Contract**
The Conditions of Contract shall be those contained within the Sultanate of Oman Standard Documents for Electrical and Mechanical Works (including erection on site) First Edition April 1987, as amended. The Tenderers are deemed to possess their own copy of the Conditions of Contract.

23. **Tender Format**
The Tenderers are advised not to change the original format of the Tender documents while tendering. Any incomplete or improper Tender may be rejected.

24. **Copyright**
No part of the Tender Documents shall be reproduced or copied or used in any format whether electronic or print, without the prior written permission of the Employer. (© Sultan Qaboos University, All Rights Reserved).
2. FORM OF TENDER
FORM OF TENDER

Brief Description of Works:
The Supply, Installation, Configuration and Maintenance of a Thin Client Computing Solution for the Department of Physics, College of Science, more fully described herein including, but not limited to, warranty and related works.

(Note: The Appendices form part of the Tender. Tenderers are required to complete all the blank spaces in this Form of Tender and Appendices attached hereto).

To: Deputy Vice Chancellor for Administration and Finance
Sultan Qaboos University
P.O. Box 50, Al-Khod
Postal Code 123, Sultanate of Oman

After Compliments,

1. After having examined the Instructions to Tenderers, Conditions of Contract, and Specifications, Bills of Quantities for the execution of the above named Works, we, the undersigned, offer to undertake The Supply, Installation, Configuration and Maintenance of a Thin Client Computing Solution for the Department of Physics, College of Science more fully described herein, including, but not limited to, warranty and related works, in conformity with the said Instructions, Conditions of Contract, Specifications and Bills of Quantities for the following sum of:

RO……………..(Rials Omani………………………..….……… ..
………………………………………………………………………………… )
or such other sum as may be ascertained in accordance with the said Conditions.

2. We undertake, if our Tender is accepted, to commence the Works immediately upon receipt of the Employer’s instruction to commence, and to complete and deliver the whole of the works comprised in the Contract within three (03) months calculated from the last day of the aforesaid period in which the works are to be commenced.

3. If our Tender is accepted, we will obtain the guarantee of a locally registered Insurance Company or Bank (as required in the Sultanate of Oman Standard Condition of Contract for Electrical and Mechanical Works as amended) to be jointly and severally bound with us in the sum of five percent (5%) of the Contract Value for the due performance of the Contract under the terms of a Performance Bond to be approved by you.

4. We agree to abide by this Tender for a period of 90 (ninety) days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

5. In the event of our Tender being accepted and until a formal Agreement is prepared and executed, this Tender together with your written Acceptance thereof, shall constitute a binding obligation upon us.
6. We understand that you are not bound to accept the lowest or any Tender you may receive.

7. We acknowledge receipt of the following Circular Letters and/or Addenda:

<table>
<thead>
<tr>
<th>Reference Number</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

In addition, confirm we have taken account thereof in our Tender.

8. We confirm that we have an Agent(s) for the provision of Materials, Maintenance Services and Repair who are:

Name………………………… ………………………… ………………………..<br>Address………………………………………………………………….…
…………………………………………………………………………………………
and whose Agency Registration Number is………………………………………
Dated…………………

9. We confirm that in accordance with Article 17 of the Tender Law and Article 35 of the Regulations of Sultani Decree No. 86/84 as amended, that the following persons/shareholders of the company have an interest in the Tender:

<table>
<thead>
<tr>
<th>Name</th>
<th>Interest</th>
</tr>
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<tbody>
<tr>
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</tr>
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<td></td>
</tr>
</tbody>
</table>

Dated this .................................................... day of ........................................................... 2009.

Signature ..........................................................................................................................
In capacity of ....................................................................................................................
Duly authorised to sign Tenders for and on behalf of……………………………
...............................................................................................................................

(IN BLOCK CAPITAL)

Address............................................................................................................................
Witness ............................................................................................................................
Address............................................................................................................................
Occupation: .....................................................................................................................
## APPENDIX A TO THE FORM OF TENDER

<table>
<thead>
<tr>
<th>Description</th>
<th>Clause Number</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Receipt of Operating Manuals, Maintenance Instructions, Drawings &amp; User manuals:</td>
<td>5.7</td>
<td>15 days before taking over of works</td>
</tr>
<tr>
<td>Time for Completion:</td>
<td>7.1</td>
<td>Three Calendar months</td>
</tr>
<tr>
<td>Amount of Performance Bond:</td>
<td>9.1</td>
<td>5% of the Contract Value.</td>
</tr>
<tr>
<td>Advance Payment</td>
<td>9.2</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>Project Plan to be furnished:</td>
<td>12.1</td>
<td>With the Tender submission subject to the Employer’s approval.</td>
</tr>
<tr>
<td>Indirect or Consequential Damage:</td>
<td>16.1</td>
<td>Actual cost plus 15% of damage.</td>
</tr>
<tr>
<td>Insurance of the Works:</td>
<td>17.1</td>
<td>Contract value plus 15% thereof.</td>
</tr>
<tr>
<td>Minimum Amount of Third Party:</td>
<td>17.2(b)</td>
<td>R.O. 250,000/- (for any one accident)</td>
</tr>
<tr>
<td>Delay - Amount of Penalty per day:</td>
<td>31.1</td>
<td>RO. 0.1% per day subject to a maximum of 10% of contract value</td>
</tr>
<tr>
<td>Defects Liability Period (Warranty):</td>
<td>33.1</td>
<td>Company shall indicate the status of all warranties (hardware, software, workmanship, etc) as provided by the manufacturer and the company. The Warranty period shall be not less than 12 months.</td>
</tr>
<tr>
<td>Payment Conditions:</td>
<td>40</td>
<td>In accordance with attached Schedule of Payment.</td>
</tr>
</tbody>
</table>
3. FORM OF AGREEMENT
FORM OF AGREEMENT

This Agreement made this .................................... day of ........................................ 2009
Between

Sultan Qaboos University, whose registered address is P.O. Box 50, Al-Khod, Postal
Code 123, Muscat, Sultanate of Oman (hereinafter referred to as “Employer”) of the
one part

And

…………………………………………………………………………………………………………………
(Company Registration Number) ............................................................................................
(hereinafter called “the Contractor”) of the other part.

Whereas the Employer is desirous that certain works should be executed viz.:

The Supply, Installation, Configuration and Maintenance of a Thin Client
Computing Solution for the Department of Physics, College of Science, more fully
described herein including, but not limited to, warranty and related works.

And Whereas the Employer has accepted a Tender by the Contractor as summarised
in Appendix B “Summary of Contract Value” for the execution, completion and
maintenance of such Works.

NOW THIS AGREEMENT WITNESSETH as follows:

In this Agreement, words and expressions shall have the same meanings as are
respectively assigned to them in the Standard Conditions of Contract hereinafter
referred to.

The following documents shall be deemed to form and be read and construed as part of
this Agreement:

The said Tender
Instructions to Tenderers
Form of Tender
Form of Agreement
Specimen Forms
Conditions of Contract
Specification
Bills of Quantities
Letter of Acceptance
Any Circular Letters/Addenda

Note: Other additional documents as required.

*Note: Delete Option Not Applicable

In consideration of payments to be made by the Employer to the Contractor as
hereinafter mentioned, the Contractor hereby covenants with the Employer to execute
and complete the works and to remedy defects therein in conformity in all respects with
the provisions of the Contract.
The Employer hereby covenants to pay the Contractor in consideration of the execution, completion of the works and the remedying of defects therein the Contract price at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF the parties hereto have hereunder set their respective hands and seals on the day and year first above written.

__________________________________________________
SIGNED FOR AND ON BEHALF OF THE EMPLOYER

__________________________________________________
WITNESS

__________________________________________________
SIGNED FOR AND ON BEHALF OF THE CONTRACTOR

__________________________________________________
WITNESS

Ratified in accordance with Royal Decree No. 48/76 as amended.
APPENDIX A TO FORM OF AGREEMENT

CONSTITUTION OF COMPANY

1. International Companies

The Contractor shall prior to the signature of the Form of Agreement submit notarially authenticated copies of the original documents defining the constitution of the Company, powers of attorney and other relevant documents. In the case of a Partnership or Firm these documents shall be duly authenticated extracts from the partnership deed or other documents. These documents shall also show by what persons and what manner Contracts may be entered into and what persons are directly responsible for the due execution of such Contracts and can give valid receipts together with specimens of their signatures.

An overseas power of attorney of a foreign signatory to the Tender shall have been endorsed by an approved Omani authority (such as an Embassy).

A Contractor intending to undertake the Contract jointly with or in association with another firm or firms including firms or persons acting in an advisory or consultative capacity shall submit a statement showing how the Contract commitment will be undertaken and the exact relationship between each of the parties.

The name and address of the Contractor’s agent resident in Oman (if applicable).

2. Omani Companies

The Contractor shall prior to the signature of the Form of Agreement submit copies of the official company Registration Particulars, i.e. partnership, limited liability, joint venture, joint stock, etc., together with the commercial registration number. These documents shall also show by what persons and in what manner Contracts may be entered into and what persons are directly responsible for the due execution of such Contracts and can give valid receipts together with specimens of their signatures.
APPENDIX B TO FORM OF AGREEMENT

SUMMARY OF CONTRACT VALUE

<table>
<thead>
<tr>
<th>Bill</th>
<th>Description</th>
<th>R.O.</th>
<th>BZ.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I)</td>
<td>Measured Works</td>
<td>…….</td>
<td>…….</td>
</tr>
<tr>
<td>II)</td>
<td>Others/Extras</td>
<td>…….</td>
<td>…….</td>
</tr>
</tbody>
</table>

**TOTAL CONTRACT VALUE (Option I)**  
RO: ________________

**Notes**
The Contractor has fully examined the extent of the Contract, with all the deliverables and the payment terms, as specified herein.

If any features or functions are not included in this pricing, such items, and their potential cost, must be indicated and clearly identified in an attached sheet.

Do not include information from the "Schedule of Post Project Recurrent Expenses" here.

The payment to the Contractor will be made in accordance with the "Schedule of Payment". The Contractor shall submit invoices accompanied by the Acceptance Certificate approved by the Employer for each stage of payment. Payment will be made within sixty (60) days from the date of submission of invoice along with any relevant documents.

A Final Completion Certificate (Taking Over Certificate) will not be issued until all elements of the Project/Contract have been fully completed to the satisfaction of the Employer.
4. SPECIMEN FORMS OF BONDS
FORM OF TENDER BOND

To:
Deputy Vice Chancellor for Administration and Finance
Sultan Qaboos University
P.O. Box 50, Postal Code 123
Al-Khod,
Sultanate of Oman

Tender Bond No.___________

By this Bond we ..........................................................................................................
whose address is ..........................................................................................................
hereby guarantee Messrs ..............................................................................................
.................................................................................................................................
and
hold at your disposal the sum of R.O.:....................................................................
being
one percent (1%) of the Tender Value from..........................until...................... a total
period of ninety (90) days.

This Bond shall be free of interest and payable in cash on your first written demand in
the event of the Tenderer either withdrawing his Tender within a period of ninety (90)
calendar days from the date for the receipt of Tenders or failing to provide a
Performance Bond within ten (10) calendar days of acceptance of the Tender whichever
date is earlier without any reference to or contestation on behalf of the Contractor.

This Bond should be returned to us upon its expiry or upon fulfillment of our
undertaking whichever is the earlier.

Authorised Signatures

(To be issued by a locally registered bank)
FORM OF PERFORMANCE BOND

To:
Deputy Vice Chancellor for Administration and Finance
Sultan Qaboos University
P.O. Box 50, Postal Code 123
Al-Khod,
Sultanate of Oman

Performance Bond No.__________

Whereas .................................................................(hereinafter called the Contractor) has been awarded a Contract dated ..................for the provision of ............................................................................................................................................................................at the Sultan Qaboos University, Al-Khod, Muscat, Sultanate of Oman for the value of R.O:..........................(Rials Omani..........................................................................................................................)
by this Bond we........................................................................................................................................................................................................................................................................................................
whose address is ............................................................................................................................................................................................................................. are held and firmly bound unto the Government of the Sultanate of Oman represented by the Ministry of Finance, Muscat, Sultanate of Oman in the sum of R.O:.................. being five percent (5%) of the Contract Value.

We agree to make unconditional payment under this Bond on your first written demand without any reference to or contestation on behalf of the Contractor provided the claim is received by us on or before ........................................ This Bond will be effective from ........................................ and shall be valid up to ........................................ or the date of the Settlement of Final Account whichever is the later, after which date our liability shall automatically cease.

This Bond should be returned to us upon its expiry or upon fulfillment of our undertaking whichever is the earlier.

Authorised Signatories

(To be issued by a locally registered bank)

*Note: Delete Option Not Applicable

(Contd)
NOTE TO THE CONTRACTOR

Whilst the Performance Bond is an “On First Written Demand” Bond, the Employer may, but is not bound to adhere to, the following procedure. If the Employer considers that the Contractor is in default of the due performance of his duties under the Contract, then the Employer will give fourteen days written notice to the Contractor of this occurrence during which time the Contractor shall rectify such performance to the satisfaction of the Engineer.

If in the opinion of the Employer/Engineer such performance is not rectified then the Employer/Engineer shall inform the Contractor accordingly in writing and will take such action as is appropriate and may be documented in the Tender.

The aforementioned shall not, in any manner whatsoever, alter the nature of the “On First Written Demand” Bond.
5. CONDITIONS OF CONTRACT
CONDITIONS OF CONTRACT

The Standard Conditions of Contract shall be those contained within the Sultanate of Oman Standard Documents for Electrical and Mechanical Works (including Erection on site) first edition April 1987, except as amended herein.

The Tenderers are deemed to possess their own copy of the said Standard Document at Tender stage and to be fully aware and understand the contents thereof.

Refer to the Addendum / Corrigendum hereunder:

CORRIGENDUM AND AMENDMENT TO THE STANDARD CONDITIONS OF CONTRACT

A. Corrigenda

Page 17 should read as follows:

<table>
<thead>
<tr>
<th>Clause</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>54.0 FIRE PRECAUTIONS</td>
<td>105</td>
</tr>
<tr>
<td>55.0 GUARANTEES</td>
<td>105</td>
</tr>
<tr>
<td>55.1 Guarantee of Materials and Workmanship</td>
<td>105</td>
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<tr>
<td>55.2 Performance Guarantees</td>
<td>106</td>
</tr>
<tr>
<td>56.0 TAXATION, CUSTOMS DUTY, RATES AND OTHER CHARGES</td>
<td>106</td>
</tr>
</tbody>
</table>

B. Amendments

1. Clause 1.0 Definitions and Interpretation
   clause 1.0 (s) “Plant” delete the word “Plant” and substitute with the word “Equipment” and move the word “Plant” into brackets to read as follows: “Equipment (Plant)”

2. Clause 2.4. Reference to "Clause 49.0 (Disputes and Arbitrations)" should read "Clause 49.0 (Settlement of Disputes)".

3. Clause 15.1(b) (iii) Reference to "Clause 49.2 (Notice for Arbitration)" should read "Clause 49.0 (Settlement of Disputes)".

4. Clause 15.6 Reference to "Clause 49.2 (Notice for Arbitration)" should read "Clause 49.0 (Settlement of Disputes)".

5. Clause 15.7 Reference to "Clause 49.2 (Notice for Arbitration)" should read "Clause 49.0 (Settlement of Disputes)".
6. Clause 17.2 (c) Reference to "Clause 49.2 (Notice for Arbitration)" should read "Clause 49.0 (Settlement of Disputes)".

7. Clause 29.6 (c) Reference to "Clause 49.2 (Notice for Arbitration)" should read "Clause 49.0 (Settlement of Disputes)".

8. Clause 31.1 Line 2, insert "except" after "Contract".

9. Clause 33.2 (a) delete and insert:

"From any defective materials, workmanship, or design other than a design made, furnished or specified by the Employer and for which the Contractor has disclaimed responsibility in writing within a reasonable time after receipt of the Engineer's instructions, or"

10. Clause 49.0, Line 33 delete "by the Chairman of the Committee for the Settlement of Commercial Disputes of the Sultanate of Oman" and insert "by the competent Court in the Sultanate of Oman".

Engineer Shall mean Employer’s representative.

Clause 4.2 (d) Delete in its entirety and replace with the following:

“The Contractor shall make himself aware of and abide by all documentation requirements necessary for the importation of goods into the Sultanate of Oman.”

Clause 8.2 Delete the words “the Cabinet of the Deputy Prime Minister ………….. Oman;” and replace with “the Ministry of Legal Affairs,”

Clause 12.4 Advance Detailed Progress of Plant Schedule - Not applicable

Clause 49 Settlement of Disputes

Delete reference to “Authority for the Settlement of Commercial Disputes” and replace with “the Competent Court”.

Also refer to Appendix to Form of Tender and the Schedule of Payment for relevant amendments.
6. SPECIFICATIONS
SPECIFICATIONS

Technical Requirements

6.1 Background
The Department of Physics within the College of Science (COS), is an academic unit performing student-facing services at the SQU and is responsible for student teaching and research activities. To support its ongoing academic processes the Department of Physics is now soliciting proposals from companies for the Supply, Installation, Configuration and Maintenance of a Thin Client Computing Solution, more fully described herein including, but not limited to, warranty and related works.

The Centre for Information Systems (CIS) has an interest in this project, due to its responsibilities in providing computing infrastructure for the SQU, and the need for this new solution to be integrated with these resources.

The proposed solution shall comprise network infrastructure, servers, thin clients, and any other resources as required. Full technical details are included in Section 6.4 Technical and Related Needs.

6.2 Technical Contacts

<table>
<thead>
<tr>
<th>Technical Contact: College of Science, Department of Physics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Dr Muataz Said Issa Al-Barwani</td>
</tr>
<tr>
<td>Tel: +968-2414-1459</td>
</tr>
<tr>
<td>Fax: +968-2441-3415</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:muataz@squ.edu.om">muataz@squ.edu.om</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Technical Contact: Centre for Information Systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Mr Steve Millmore</td>
</tr>
<tr>
<td>Tel: +968-2414-1553</td>
</tr>
<tr>
<td>Fax: +968-2441-1320</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:steve@squ.edu.om">steve@squ.edu.om</a></td>
</tr>
</tbody>
</table>

6.3 Scope of Work
Work to be executed shall be such that a complete, operable, solution is provided that is compliant with the detailed requirements within this tender. Work will comprise:

a. Supply of resources;
b. Installation and customisation;
c. Integration with the SQUNet;
d. Testing and quality assurance;
e. Implementation;
f. Documentation;
g. Training and knowledge transfer;
h. Warranty, maintenance and support.
6.3.1 Supply of Resources
Resources shall include all components necessary to implement, operate, manage, and
maintain the required solution. They will include, but not be limited to, labour
(manpower), equipment (hardware), software, licences, documentation, installation
media, accessories, and so forth.

6.3.2 Installation and Customisation
Installation shall include the necessary unpacking of the resources, verification of the
deliverables for compliance with the Tender submission, civil works as described,
assembly/erection of hardware, connection of cabling (including, power, networking,
interfaces and so forth), loading of operating system and applications software,
application of patches, and all necessary work to get a base system operational.

Customisation shall include all work to create a custom environment designated by the
concerned SQU representative. It will include software configuration and tuning,
setting of security and authorisations, loading of additional software products, and any
other work necessary to address the specified needs.

6.3.3 Integration with the SQUNet
The solution shall:
   a. Be fully integrated with the existing SQUNet Local Area Network infrastructure;
   b. Provide unrestricted access to SQUNet computing resources including (but not
      limited to) the SQU Active Directory online Directory Services system, E-mail,
      Internet, Roaming Profiles, and so forth, in a manner substantially akin to existing
      fat client workstations;
   c. Provide services to SQUNet based computing resources as may from time to time
      be required.

6.3.4 Testing and Quality Assurance
Test and quality benchmarks shall be established for all major components of the
solution and are to be agreed with designated SQU representatives. These benchmarks
shall assess compliance with manufacturer-defined specifications, as well as SQU
determined needs. They shall cover system operations and performance, reliability,
data integrity, security, and any other aspects of the said system determined as being
appropriate.

6.3.5 Implementation
The Contractor shall develop and submit a realistic and indicative implementation plan.
The plan shall include estimated period for complete project execution

The project implementation schedule shall define major milestones including the
mobilisation period, hardware/software delivery, testing, training, roll out, and any
other matters necessary to ensure complete implementation.
Note: the SQU may use this estimated figure in the preparation of any letter of intent and/or contract, so be realistic.

6.3.6 Documentation
The system shall be supplied with all manufacturer/supplier documentation necessary for its installation, implementation, customisation, operation, management, use and so forth.

Additional to the product documentation all matters relating to the executing of the project shall be documented, including personnel involved, changes to requirements, minutes of meetings, progress reports, decisions made and so forth.

All aspects of the work, including (but not limited to) installation, implementation, customisation, programming, testing, quality assurance, training materials, and so forth shall be fully documented.

Any documentation generated as part of the project shall be maintained in machine-readable form in a location and format specified by the SQU. A simple mechanism shall be provided whereby it is possible to search through the documentation and extract material appropriate to need.

6.3.7 Training and Knowledge Transfer
Training and knowledge transfer shall be provided to an agreed number of CIS and COS staff to permit the full and proper installation, customisation, operation, management and maintenance of the solution.

Training shall include technical training for CIS and COS specialists – at least four (4) IT technical staff.

Training shall be performed by knowledgeable instructors well familiar with the product(s) being provided, as well as the customisations performed to address the SQU’s needs. It shall be done at the SQU site, or, with the agreement of the SQU, at a location suggested by the Tenderer.

Training may be performed in an on-the-job setting, but will also require a substantial elements of formal, and properly directed, classroom based instruction.

Instruction shall be underpinned by a proper, accurate and complete set of instructional materials, in hard copy and/or on-line format. Materials shall be usable by the SQU’s training staff to train additional staff independent of the Tenderer.

6.3.8 Warranty, Maintenance and Support
Warranty (parts and labour) shall be provided with all components of the solution. Such warranty shall include fitness for purpose, compliance with requirements as specified by SQU, compliance with system specification as outlined in the Tender and associated documentation, performance, bug fixes, and replacement of unserviceable components, including media, and so on.
Maintenance and support shall be additional to any warranties provided with delivered components and customised resources, and will be expected to complement and extend such warranties.

Maintenance shall be that work that is performed to keep the solution at its best and in the most up-to-date operational status possible, and shall include routine preventative maintenance, tuning, patches, fixes, upgrades, and other activities of a similar kind.

Support shall be that work that is performed in response to enquiries, fault reports, deviations from requirements, and the like.

A post implementation maintenance/support/warrantee period of at least one year shall be included as part of the project, and this shall be a line item in the pricing schedule. The so designated period shall commence at a date to be agreed between the SQU and the Contractor and will be determined based on the project milestones and completion schedule.

On, or before, the expiration of the aforementioned warranty/maintenance/support agreement the Contractor shall extend to the SQU an offer to renew these agreements; this offer shall be made on similar terms to the original agreement, although a fair and reasonable adjustment to any compensation requested shall be permitted. Indicative costs for this shall be included in the "Schedule of Post Project Recurrent Expenses" but must not be included as part of the "Summary of Prices".

The Tenderer may, at its option, offer the SQU indicative pricing for a five-year maintenance/support agreement (to commence following the expiry of the initial standard one-year maintenance/support/warrantee). It should be noted by the Tenderer that should the SQU choose to avail of such a maintenance agreement, payment would not be part of the project pricing; usually it would be made quarterly, in arrears. **Should the Tenderer choose to include this optional project component, then pricing for such a service should be provided separately, and not included in the "Summary of Prices".**

### 6.4 Technical and Related Needs

The solution shall enable the SQU to support multiple virtual operating system sessions implemented within a server; these sessions shall be executed within the environment made available within the thin client workstations.

Thin client workstations shall cooperatively interact with the configured virtual machines running instances of the server based virtual machines using the hardware resources (memory, processor etc) provided by the thin client workstations. **SQU requires support for 90 thin clients expandable to at least 120.**

Through appropriate server based management software, it shall be possible to control client virtual machines (individually or as groups) in such a way as to manage the facilities made available to users of thin client workstations. Such configurable options shall include:

a. Available operating systems (for example, offer single or multiple operating system version);
b. Available hardware options within the thin client workstation (in particular it shall be possible to enable and disable USB ports – as well as recognise the need for mouse and keyboard access).

Thin client workstations shall be capable of supporting a range of operating system as per the configuration of the server. Supported operating systems shall include Windows XP Professional, Windows Vista Business Edition, Windows 7 Business Edition, Linux.

Commensurate with the specification of the supporting servers and the network infrastructure client systems shall be capable of delivering performance approaching that of fat clients when running standard desktop applications such as MS Office, as well as more specialised software products such as Matlab, Origin (a plotting package), Skygazer (an astronomy package), Web browsers (Explorer, Firefox, Opera), and Web applications including WebCT and Moodle.

If there are any operational limitations as to the hardware/software capabilities of the solution proposed (for example, real time streaming video), then Tenderers shall clearly document such limitations in their proposals.

### 6.5 Solution Components and Installation Details

The solution shall comprise:

a. Thin client workstations,
b. Servers,
c. Storage array,
d. Network infrastructure,
e. Support hardware,
f. Licences and support software
g. Fixtures, fittings and civil works.

The following subsections give the basic requirements, which are the minimum acceptable. Superior facilities may be offered provided they do not break the thin client paradigm, which is an essential component of this project.

#### 6.5.1 Thin Client Workstation

The SQU requires ninety (90) thin client workstations expandable to at least one hundred and twenty (120). The units offered should be optimised to minimise their desktop footprint, and should integrate the system logic with the display unit. Basic requirements:

a. 17” display/system logic,
b. Keyboard (bilingual, Arabic/English),
c. Optical mouse unit,
d. Four free USB 2.0 ports,
e. Processor,
f. Memory,
g. Ethernet connectivity (100 MB) copper.
Tenderers shall provide full details of thin client workstations proposed, including any expansion possibilities offered.

The thin client workstations shall be installed in the Department of Physics laboratory in Science East, room 1019.

6.5.2 Servers
The SQU requires at least three (3) servers properly sized to support the operation of the thin client workstations designated above. In sizing the servers Tenderers shall note that the SQU requires suitable support for the concurrent operation of the complete set of 90 workstations. Basic requirements:

a. Rack mounted (19"), Tenderers can assume that sufficient rack space is available,
b. Commercial/industrial grade high availability system,
c. Dual quad core processor (or better),
d. Memory 16 GB,
e. Local disk space 400 GB,
f. DVD support,
g. Redundant power supplies,
h. Video subsystem, including 17" display unit,
i. Keyboard (bilingual, Arabic/English),
j. Optical mouse unit,
k. Ethernet connectivity (1 GB and 10 GB) fibre and/or copper.

Tenderers shall indicate the maximum number of thin clients supportable by their solution, and specify how to support additional workstations should the SQU need to do so.

Servers may be installed in either the Centre for Information Systems Machine Room 1044. Alternatively they may be installed in the College of Science East building network control room 1023. Note that the CIS machine room has a complete range of support infrastructure not available in the Science East control room, so the former is the preferred location.

6.5.3 Storage Array
Servers shall be supported by a storage array providing additional storage space. Basic requirements:

a. Rack mounted (19"), Tenderers can assume that sufficient rack space is available,
b. Commercial/industrial grade high availability system,
c. Dual controller,
d. Redundant power supplies,
e. Disk space 1024 GB, SAS 15K RPM drives,
f. High performance interconnection,
g. SAN switch appropriate to solution.

Tenderers shall indicate the expansion capabilities of the unit(s) offered.

The storage array shall be installed in the same location as the servers.
6.5.4 Network Infrastructure
The designated location for the thin client workstations (Science East room 1019) does not, at this time, include any significant network infrastructure. The required infrastructure must be included as part of this project. Basic requirements:

a. Cat 6 based network cabling system;
b. Support for at least 96 thin client workstations;
c. Infrastructure cabling between the Science East control room 1023 and the Science East Physics Laboratory room 1019 (96 cables);
d. Rack mounted patch panel for at least 96 connections (19" rack system);
e. Bench top service outlets, dual RJ45, to be coordinated in colour, type and style with existing bench top fittings (e.g. present power outlets);
f. Patch cables, connection between thin client workstations and bench top fittings;
g. Patch cables, connection between patch panels and active equipment (Ethernet switch);
h. High performance, high reliability, Ethernet switches, layer 3, compatible with existing equipment (existing equipment from HP, details can be obtained from the CIS Network Division), including support for at least 96 connections to thin clients plus link to existing SQUNet edge switches in Science East control room 1023.

Service outlets are to be provided in Science East room 1019, cabling is to be extended back to the building control room 1023.

6.5.5 Support Hardware
The solution shall include all necessary hardware to give a completely finished and operable solution in compliance with the requirements delineated in this Tender. Should any hardware components be necessary to support the solution, and they not fall under any of the other sections designated, then they shall be fully documented and described under this section.

6.5.6 Licences and Support Software
The solution shall include all necessary software to give a completely finished and operable solution in compliance with the requirements delineated in this Tender. Note that SQU does have a campus agreement with Microsoft, which provides licencing for the use of certain Microsoft Server, Windows operating systems, and other licenced software, on campus. Nonetheless for completeness Tenderers shall clearly document all software components required for this project (whether Microsoft or not) giving full details of the costs and licencing issues arising from them. The SQU will assess such proposals in the light of its existing licencing agreements and address the matter accordingly.

6.5.7 Fixtures, Fittings and Civil works
The solution shall be complete in all respects and shall include all necessary fixtures, fittings and minor components as may be needed for full completion of this work.
Note that since the project does include some networking work the project may include some minor amounts of civil work including, but not limited to, the opening/closing of false ceilings, opening/closing of trunks, attachment of outlets to benches, and similar matters of this type.

6.6 Other Requirements
In addressing the required solution the following subsections outline some general issues that Tenderers should address in planning and documenting their offerings.

6.6.1 Hardware Components
In making their proposals Tenderers shall include in their responses:

a. Manufacturer;
b. Equipment (including model numbers);
c. Configuration (memory, number of processors, disk subsystems, etc);
d. Operating system (include release point or patch level, if required);
e. Any supplementary information.

Tenderers shall offer any hardware accessories essential in implementing and/or utilising their solution. Desirable/optional components may also be offered, but must be separately listed and priced; they shall not be included amongst mandatory components.

6.6.2 Software Components
Tenderer shall clearly identify any software that their solution requires for full and proper operation. Such software components shall be separately identified and priced in the Schedule of Rates and Prices.

6.6.3 Reuse of Existing Components of Present SQU Infrastructure and Systems
Solutions may use any existing SQU infrastructure components (for example, the SQUNet) as part of their solution. In doing so, they should clearly consider the implication of so doing from an operational, reliability, effectiveness and efficiency standpoint. If any existing infrastructure components is felt to be inadequate alternatives should be proposed.

6.6.4 Standards and Open Source Requirement
Although it is recognised that certain key elements of this Tender may require the provision of proprietary resources, as far as is possible the SQU/CIS requires solutions to be standards based, (for software, open source) and non-proprietary. The purpose of this preference is to avoid lock in, provide expansion and development opportunities, and avoid technical obsolescence.

If any component of the solution requires recourse to the products of a particular supplier then this shall be indicated in the proposal.
6.6.5 Obsolescence
While it is recognised that in a dynamic market there is continuous product evolution, all components of the proposed solution shall be new, state of the art, and shall represent the best of the latest available technologies.

6.6.6 Planning Information
The Tenderer shall highlight the following summary information describing the characteristics of their complete solution:

a. Preferred operational environment,
b. Peak power draw (note, our preference is for single phase power feeds),
c. Air conditioning requirement (thermal load),
d. Space requirements (including free space in and around the hardware),
e. Any other important planning information.

Note: The presentation of product component specification sheets will not be considered as being a suitable response for this Tender requirement.

6.7 Execution of the Work
It is expected that the Tenderer performing the work shall do so in a proper and professional manner.

6.7.1 Cooperative Working and Security
The Tenderer staff may need to coordinate with a wide variety of SQU users to explore and develop mechanisms whereby the proposed facility can be fully and properly implemented.

This project may expose the Tenderer's staff to confidential SQU materials. The Tenderer's staff shall perform such work in a manner sensitive to the confidential nature of the material to which they have access. It is expressly forbidden for the Tenderer's staff to copy, duplicate, transmit, reveal, or otherwise make available, any SQU materials to anyone not authorised to receive said material.

This project may permit the Tenderer's staff to gain access to privileged SQU systems and other equipment. The Tenderer's staff shall use such access only for the purposes of this project. They shall not grant any access to such resource to any third party, including SQU staff, without permission.

6.7.2 Project Working Practices and Management
The Tenderer's staff shall execute their work cooperatively with SQU staff to minimise delay, maximise efficiency, and ensure project completion, compliance and success.

The Tenderers shall recognise that the College of Science executes a full program of student teaching. Installation activities, especially in the designated laboratory room 1019, will need to be scheduled in such a way as to minimise disruption to these teaching activities.
If, in the opinion of the SQU, the performance of the Tenderer, or the Tenderer staff, executing the project falls below the proper standard of professionalism, skill, and expertise expected, the SQU will, in the first instance, raise the issue with the Tenderer and seek resolution. If it is not possible to obtain a satisfactory resolution, the SQU reserves the right to escalate the issue exploring any legal mechanism that might be appropriate, including recourse to law.

The Tenderer's proposal shall include details of how the Tenderer intends to manage any project arising from this Tender. While the final details of such procedures would be the subject of negotiation between the SQU and the Tenderer, the Tenderer shall outline their proposals for all aspects of the project. These shall include a fully and properly defined management structure, a project plan with milestones, a project leader, project control mechanisms, defined roles and responsibilities, documentation, reporting, escalation and formal sign off procedures.

6.7.3 Completion, Part Completion and Acceptance
Part or full completion shall be at the mutual agreement of the Tenderer and SQU.

Part completion shall be achieved when a Tenderer has reached, and formally agreed with the SQU, that mutually determined milestones have been reached. Part completion shall be indicated by a formal part completion letter issued by the SQU.

Full completion shall be achieved when all components of any contract arising from this Tender, and its addenda, have been achieved. Full completion shall be indicated by a formal completion letter (taking over certificate) issued by the SQU.

Tenderer responses shall address and clarify the following:

a. Proposed testing and acceptance process,
b. Solution warranty period,
c. Detailed breakdown as to what is covered during the warranty period?

6.7.4 Manpower Requirements
The Tenderer's proposal shall summarise the manpower (staffing) that they propose to deploy in respect of the execution of the work (including management, technical staff, and basic labour). Such manpower summary shall define, for each major project milestone:

a. The number of staff required to execute the work,
b. The skills profile of the staff proposed.

CVs shall be included for all management and technical staff the Tenderer expects to be involved in the project.
7. BILL OF QUANTITIES
BILL OF QUANTITIES

PRICING PREAMBLE

The Tenderer must take note of the pricing preamble whilst pricing the BOQ.

The prices are to include for complete project execution.

Detailed breakdown of all items under pricing column must be provided. (attach extra sheets where necessary).

The Bill of Quantities shall include the full value of the items described and shall include all obligations and liabilities of every kind arising under the Contract.

For each component item indicate the unit price. Prices quoted shall be fixed, and no price variation shall be permitted during the contract period.

The Tenderer shall enter his rates having allowed and included for complying in all aspects with the Conditions of Contract and for convenience of pricing the headings of clauses and sub-clauses are set out therein.

The Tenderer shall be deemed to have full knowledge and fully understood the intent of the Documents, including but not limited to the Instructions to Tender, Specifications, Pricing Preambles, etc.

The Conditions of Contract are based on those contained within the Sultanate of Oman Standard Documents for Electrical and Mechanical works (including erection on site), First Edition, April 1987, as amended.
BILL OF QUANTITIES

BILL NO. I (MEASURED WORKS)

<table>
<thead>
<tr>
<th>ITEM REF.</th>
<th>ITEM DESCRIPTION</th>
<th>QTY</th>
<th>UNIT</th>
<th>UNIT RATE (IN WORDS)</th>
<th>TOTAL PRICE RIALS OMANI</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Thin Client Workstations, including all hardware and software accessories.</td>
<td>90</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Servers, including all hardware and software accessories (minimum requirement is 3).</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Storage System, including all hardware and software accessories.</td>
<td>1 set</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Network cabling system with active equipment, including all required fixtures and fittings to support 96 active workstations, fully integrated with SQUINet.</td>
<td>1 set</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Installation, configuration, customisation, testing and quality assurance of all components of the solution.</td>
<td>LS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Maintenance and support (annual).</td>
<td>LS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Training.</td>
<td>LS</td>
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<tr>
<td>8.</td>
<td>Documentation.</td>
<td>LS</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

SUB TOTAL BILL NO.1 (MEASURED WORKS) CARRIED FORWARD TO SUMMARY OF PRICES RO:

Note: The Tenderers must provide breakdown of cost for all individual items in this Bill in separate documents and each of these should be inserted immediately after the corresponding Bill of Quantity.
1. Allow any other extra work(s) deemed necessary to complete the above works in all respect. Please provide break down and details.

**Note:** The Tenderers must provide breakdown of cost for all individual items in this Bill in separate documents and each of these should be inserted immediately after the corresponding Bill of Quantity.
8. SUMMARY OF PRICES
SUMMARY OF PRICES

<table>
<thead>
<tr>
<th>Bill</th>
<th>Description</th>
<th>R.O.</th>
<th>BZ.</th>
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</thead>
<tbody>
<tr>
<td>I)</td>
<td>Measured Works</td>
<td>………..</td>
<td>……………..</td>
</tr>
<tr>
<td>II)</td>
<td>Others/Extras</td>
<td>………..</td>
<td>……………..</td>
</tr>
</tbody>
</table>

TOTAL TENDER VALUE TO BE CARRIED FORWARD TO FORM OF TENDER

Notes
The Tenderer shall fully examine the extent of the Contract, with all the deliverables and the payment terms, as specified herein.

If any features or functions are not included in this pricing, such items, and their potential cost, must be indicated and clearly identified in an attached sheet.

Do not include information from the "Schedule of Post Project Recurrent Expenses" here.

The payment to the successful Contractor will be made in accordance with the "Schedule of Payment". The Contractor shall submit invoices accompanied by the Acceptance Certificate approved by the Employer for each stage of payment. Payment will be made within sixty (60) days from the date of submission of invoice along with any relevant documents.

A Final Completion Certificate (Taking Over Certificate) will not be issued until all elements of the Project/Contract have been fully completed to the satisfaction of the Employer.
9. SCHEDULE OF PAYMENT
SCHEDULE OF PAYMENT

Signing of Contract and against an Advance Payment Bond ........................................ 10%

Upon study of the strategic plan, evaluation of existing infrastructure and software applications
and successful completion of the design stage .......................................................... 20%

Upon successful delivery, installation, integration commissioning and testing
.................................................. 50%

Upon successful quality assurance, documentation, and training
.................................................. 15%

Upon expiry of Warranty Period .............................................................. 5%

Note:
The payment to the successful Contractor will be made in accordance with Schedule of Payment as read with the Conditions of Contract. The Contractor shall submit invoices accompanied by Completion Certificate approved by the Employer’s representative for each stage of payment. Payment will be made within sixty (60) days from the date of submission of invoices and relevant documents for successful completion of each stage.
10. SCHEDULE OF WORKS
SCHEDULE OF WORKS

Provide Evaluation, Design, Installation, Testing and Commissioning etc, details with dates:
11. SCHEDULE OF WARRANTY
SCHEDULE OF WARRANTY

Provide details of Warranty and Warranty period:
12. SCHEDULE OF POST PROJECT RECURRENT EXPENSES
SCHEDULE OF POST PROJECT RECURRENT EXPENSES

i) FOR PERIOD OF ONE YEAR

The Employer requires information in respect of any post project recurrent expenses involved in the solution. Provide a full breakdown of the estimated annual cost for a period of one year that the Employer may to commit in respect of all components offered.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price (R.O.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Service, upgrades and maintenance (provide details of cost with breakdown)</td>
<td></td>
</tr>
<tr>
<td>Any other recurrent costs.</td>
<td></td>
</tr>
<tr>
<td><strong>Total R.O.</strong></td>
<td></td>
</tr>
</tbody>
</table>

Costs provided in this section must not be included in the Schedule of Prices/Payment; they are required for planning purposes only and subject to the approval of the Employer.
SCHEDULE OF POST PROJECT RECURRENT EXPENSES

**ii) FOR PERIOD OF FIVE YEARS**

The Employer requires information in respect of any post project recurrent expenses involved in the solution. Provide a full breakdown of the estimated Cost for a period of five years that the Employer may to commit in respect of all components offered.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price (R.O.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Service, upgrades and maintenance (provide details of cost with breakdown)</td>
<td></td>
</tr>
<tr>
<td>Any other recurrent costs.</td>
<td></td>
</tr>
</tbody>
</table>

| Total R.O. | |

Costs provided in this section must not be included in the Schedule of Prices/Payment; they are required for planning purposes only and subject to the approval of the Employer.
13. INSURANCE POLICIES
INSURANCE POLICIES
( To be completed by the successful Contractor )

THE CERTIFICATE OF INSURANCE PROVIDED BY THE SUCCESSFUL CONTRACTOR AND APPENDED HEREINAFTER SHALL NOT RELIEVE THE CONTRACTOR FROM HIS CONTRACTUAL OBLIGATIONS AND LIABILITIES WHICH MAY NOT BE OTHERWISE COVERED UNDER THE INSURANCE POLICIES REFERRED THEREIN

Signed for and on behalf of the Contractor
14. UNDERTAKING AND COMPLIANCE STATEMENT
UNDERTAKING AND COMPLIANCE STATEMENT
(To be completed by the successful Contractor)

THE CONTRACTOR HEREBY UNDERTAKES AND CONFIRMS THAT THE WORKS SHALL BE COMPLETED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE TENDER AND COMPLIANCE WITH ALL CONTRACTUAL OBLIGATIONS.

.................................................................
Signed for and on behalf of the Contractor
15. TENDERER'S ENCLOSURES
TENDERERS ENCLOSURES

The Tenderers shall be required to carefully examine the Tender Documents and accordingly submit such documents and information that are required as part of Tender submission under Tenderer’s Enclosures.

All additional documentation called for within the Instructions to Tenderers or elsewhere within this documentation must be properly bound-in following this page.