



Bank of Maharashtra

Addendum-1 dated February 20, 2017

To

Request for Proposal

For

Appointment of Consultants for CBS Contract Renewal

1. ADDENDUM INTRODUCTION4

Addendum 1 – List of Revised Sections:

Addendum 1	Annexure B	Commercial Format 1. Some deliverables are made optional and highlighted in the commercial format 2. section B : Per Man Month and required resources counts are added
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Please refer to Table-QR-1 which refers to Bank's response as to the bidder's queries. This table also contains the changes to relevant clauses in the RFP against which bidder's have raised queries.

1. ADDENDUM INTRODUCTION

The Bank had issued the Request for Proposal (Tender Reference # **152016** dated **February 8, 2017**) to the bidders for the “**Appointment of Consultants for CBS Contract Renewal**”. As per the terms of the RFP document a pre - bid meeting was held on **February 15, 2017** at Bank of Maharashtra, Lokmangal, 1501, Shivaji Nagar Pune – 411005

This addendum covers additions, corrections and clarifications to the queries raised by the Bidders, as well as other additional information which Bank considered essential to be furnished to the Bidders to gain a better understanding of the Bank’s requirements as part of the RFP. All efforts have been made to provide the maximum available information and answer the pre-bid queries submitted by the Bidders. The Bidders are required to consider the information provided in this Addendum 1 as the latest guidelines.

The Bidders have been provided with the clarifications and details through this Addendum 1. However the questions pertaining to details that were already provided in the RFP, have not been answered. Please treat this Addendum-1 including the entire Pre Bid Queries Responses provided by the Bank as an integral part of the RFP document issued. Only the sections, clauses, terms referred in this Addendum 1 are revised/updated to the extent revised/clarified. All other terms and conditions of the RFP document remain unchanged.

Table-QR-1, refers to Bank’s response as “Response /clarification” to the bidder’s queries

Table-QR-1

S.no	Page	Section	Clarification Point as stated in the RFP 112016 document – Comment / Suggestions by bidder	Banks Response/Clarification
1	37	7.2. ANNEXURE B:	Section B: Project Management Services for Implementation of contract renewal - We request the bank to specify the count of resources required for each of the project management scope line item for the purpose of normalisation and also specify the no of months the project management support is required. An indicative template is shared in Annexure A as a representative template for Bank's consideration.	Commercial Format Revised for Section B. Changes provided in next section of the document
2	28	6.2	<p>A : For assisting the Bank in renewal of CBS contract with the systems integrator – We request for relaxation in payment terms as below:</p> <p>20% of the fees payable on submission of the report on the status of the existing contractual deliverables.</p> <p>20% of the fees payable on identifying the upgrade, replacement requirements for all components and applications at the data center and disaster recovery site</p> <p>20% of the fees payable on defining the scope document or tender for the renewal</p> <p>20% of the fees payable on completion of the technical bill of material evaluation</p> <p>20% of the fees payable on contract finalization with the system integrator</p>	No Change ins RFP Clause.
3	28	6.2	<p>B: Project management for implementation of the contract renewal – We request for relaxation in payment terms as below:</p> <p>30% of the fees payable on defining the implementation plan.</p> <p>30% of the fees payable on completion of the acceptance testing for components at the DC and DRC or post 3 months from the date of contract signing with the SI.</p> <p>30% of the fees payable post rectification of the gaps by the system integrator or the Bank accepting the gaps or on completion of 3 months from the date of contract signing with the SI.</p> <p>10 % On Completion of four months of successful installation and completion of all defined activities</p>	No Change ins RFP Clause.

A. Annexure B: Commercial Format :

(Some components from existing scope of work are made optional which will form part of TCO. Bank at its own discretion may or may not avail services for optional components. Payment for such non availed services would not be payable by Bank)

The consultant is required to update the commercials in the following format:

Section	Scope heads	Quote (In INR)
A	Assist the Bank in the end-to-end contract renewal with System Integrator	
B	Project Management Services for Implementation of contract renewal	
	Total - Total Cost of Ownership (in INR)	

Breakup of Activities:

Section A: Assist the Bank in the end-to-end contract renewal with System Integrator

Section	Scope Sub Head	Amount (IN INR)
1	Understand the current contractual obligations of the system integrator and contractual formalities between the Bank and the System Integrator.	
2	Benchmark the performance of the system integrator and key deliverables with the contract and provide a report on the gaps in the contractual obligations and key deliverables of the system integrator visa-vis the contractual obligations. Assist the Bank in closing the gaps identified above with the system integrator.	
3	Define the strategy for contract renewal taking into consideration the Bank's requirements, CVC guidelines and other statutory and regulatory issues.	
4	Identify the components that would require upgrade, replacement, enhancement at the data centre and disaster recovery site for hardware, software, network, ATS, AMC, Facilities management , security, data centre and disaster recovery site infrastructure across all applications and infrastructure components which are part of the system integrator's scope. Draw up a comprehensive strategy / plan on how the components would be upgraded, replaced, enhanced at the data centre and disaster recovery site.	
5	Define single / multiple RFP's or scope documents (in case of direct orders with the system integrator) as per the defined and agreed strategy with the Bank. Perform a detailed technical and commercial evaluation of the bill of materials or tender documents for the items that need to be upgraded, replaced, enhanced at the data centre and disaster recovery site. Participate in price negotiations and discussions with the vendors.	
6	Review the facilities management deployment at the Bank across the Zonal offices, IT centers including Head Office, CBS Project Office (Pune), TIBD, Card Cell etc. and suggest a suitable model taking into consideration the Bank's future plans and ambitions and also the contract renewal with the system Integrator.	

Section	Scope Sub Head	Amount (IN INR)
7	Work with the Bank's legal team in formulating the complete contract for the system integrator.	
8	Review existing Escrow Mechanism and formulate new Escrow arrangement if required	
9	Optimizing Bancs 24 Branch Server/Interface (Commonly referred as Gateway PC) architecture (Optional)	
10	Assist Bank in implementation of Data Backup solution for Virtualized Servers (Windows/Linux). (Optional)	
11	Evaluate viable options along with cost estimates for each of the Data Centers, Disaster Recovery Center and Near Site: (Optional)	
12	Evaluate Branch support mechanism (Helpdesk and other support teams) and ticket call flow in present environment and suggest viable options for providing better support to branches. Identify the support activities under existing MSA and add new or remove activities in new Scope.	
13	Study and suggest the options of mobility and app based CBS system (Optional)	
14	Perform Price Discovery and participate in price negotiations and discussions with the vendors.	
15	Assist Bank in implementing policies as per best practices in existing DLP Solution in Bank (Optional)	
16	Define Service Levels and assist bank for service level agreements for all projects under the scope of this RFP	
17	Renewal of ULA for Oracle (Optional)	
	Total for Section A (in INR)	

Section B: Project Management Services for Implementation of contract renewal (format is revised as under):

Section	Scope Sub Head	Per Man Month Rate (A)	Total Resources (B)	Total No of Man Month	Total Man Month (C)	Amount (In INR) (D = A* C)
1	Project Management for CBS Contract Renewal		3	3	9	
3	Optimizing branch server / gateway PC Architecture		2	3	6	
4	Implementation of Mobility and app based CBS System		2	3	6	
5	Implementation of Data Backup solution for Virtualized Servers (Windows/Linux)		1	3	3	
7	Data Center, Near Site and DR Co-Hosting and Shifting if required		2	3	6	
8	Any Other item (Please specify)		1	3	3	
	Total for Section B (in INR)					

Please note – above figures are indicative for the purpose of normalization and calculating TCO. The Bank will process payment on actual number of resources deployed by the bidder which should not exceed above count

Terms & Conditions:

1. Bank reserves the right to implement or drop any of the above listed projects without assigning any reason.
2. The price quoted for the project should be an all-inclusive price including any taxes, expenses and levies but excluding service tax and is a fixed price.
3. Bank will deduct applicable TDS, if any, as per the law of the land.
4. The quoted fixed fees against each project shall remain unchanged till the completion of the Project(s).
5. The start of Project Management tenure will be reckoned from the date placing Purchase Order and deployment of resources as per the project requirements.
6. The base project location will be Pune.
7. Any travel outside of Pune or Consultants city for field work would have to be agreed with the Bank. Such travel would be in line with the Bank's eligibility at the level of Dy. General Manager for Senior Resource and Chief Manager for Team Member
8. The TCO will be A+B on which the commercial evaluation will be conducted.
9. All prices to be valid for a period of 18 months from the date of contract execution / signing.
10. The Bank reserves the right to renew the contract post completion contract period and the commercials for the same will be discussed based on the scope of work.
11. Please factor all your expenses like travelling, boarding, lodging etc. Apart from amount specified in Commercials, no other expenses will be paid by the Bank.
12. Consultant shall depute resources on-site of the project implementation location(s) for carrying out the task as specified in this document.
13. The fees quoted is in fixed price and no increase in rate will be admissible by the Bank for whatsoever reasons during the contract period.
14. The fee quoted also includes the cost of deliverables for all the phases of the Project.
15. Further, we confirm that we will abide by all the terms and conditions mentioned in the Request for Proposal document.
16. Fee is payable only on actual availing of services and no minimum or fixed fees are payable.
17. Optional components will form part of TCO and will be considered for evaluation
18. Payment for only those services will be payable for which services are actually availed by Bank for optional as well as other components.

19. Additional Per Man-day rates

- a. The bidder is expected to provide a single additional per man-day rate in the table specified below.
- b. The rate provided would be a blended rate and should be valid for 18 months from the date of contract with the bidder.
- c. The rate quoted would be used by the bank for allotting additional related work beyond the scope of the project if the need arises
- d. The rate quoted by the bidder will not be a part of the TCO computation
- e. The rate quoted should be inclusive of taxes and charges except service tax. Service tax will be payable actual and on submission of original invoice / receipt.
- f. The rate quoted should include all expenses, lodging and boarding for work to be executed.

Sr No	Additional per man-day rate

Place:

Date:

Seal & Signature of the Bidder

The resources would be appointed on a project requirement made known by the bank only if they meet the aforementioned categorization as indicated in the table above and after obtaining prior approval from the bank.

Resource Level Mapping

Sr	Level of Resources	Designations / equivalent designations falling under this category
1	Team Member	Consultants / Sr. Consultants / Asst. Managers / Managers
2	Senior Resource	Partner / Director / Managing Director / Sr. Managers / Vice President / Executive Director / Deputy Director / Asst. Vice President / Senior Prof. of Top B-Schools or Engineering Colleges