

## **Request for Proposal:** **Standardization of Data Centre**

### **Introduction to ECO:**

The **Economic Cooperation Organization (ECO)** is an intergovernmental regional organization comprising 10 member states, namely, the Islamic Republic of Afghanistan, Republic of Azerbaijan, the Islamic Republic of Iran, Republic of Kazakhstan, Kyrgyz Republic, the Islamic Republic of Pakistan, Republic of Tajikistan, Republic of Turkey, Turkmenistan and Republic of Uzbekistan. The overall objective of the Organization is to promote sustainable economic development and to upgrade the standards of living in its Member States and the Region as a whole. The ECO Secretariat is located in Tehran.

### **Tender:**

The ECO Secretariat in Tehran invites eligible IT firms to quote their interest in providing the services as contained in the following *Terms of Reference* and submit their technical as well as financial proposals. Interested companies should provide information demonstrating that they have the required skills, qualifications, resources and relevant experience to perform the Services.

### **Qualifications of IT Firms:**

The bidder shall have the following minimum qualifications:

- Shall have relevant experience of at least Eight (08) years.
- Shall have in its current office all the necessary equipments and facilities with experienced and professionally trained staff to handle requirements mentioned in application.
- Shall maintain a good track record in serving firms and organizations. List of corporate clients should be provided.
- Shall provide at least one year support service after Data Centre Standardization.

### **Instructions for submitting the proposals:**

The proposals shall be received by **November 01, 2018, 4:00 P.M. (Tehran time)**. The proposals shall be submitted in a sealed envelope and clearly marked in the lower left-hand corner "RFP - STANDARDIZATION OF DATA CENTRE" to the following address:

**Post Address:**

**ECO Secretariat**

No. 1, Golbou Alley, Kamranieh St., Tehran, Iran.

Postal code: 1951933114

Proposals shall provide concise description of the company's ability to provide the required service based on the "Terms of the Reference" below. **The Financial Offer must contain the overall offer in a single currency, either in US Dollars or Iranian Rials.**

The Economic Cooperation Organization reserves the right to reject any and all Proposals, and to waive minor irregularities in any proposals.

The ECO Secretariat reserves the right to request clarification on information submitted, and to request additional information with respect to proposals.

The ECO Secretariat will notify the selected bidder by **November 15, 2018**.

### **Further Information**

Requests for further information should be addressed via e-mail to "**registry@eco.int**".

## TERMS OF REFERENCE (TOR)

### Project Vision:

*"Standardization of Data Centre, which is State of the art, flexible, reliable, resilient, safe & secure, easily accommodate future needs, and more importantly meets the International standards"*

The RFP is intended to design and construct/standardize the physical infrastructure, required for, converting existing space into the fully functional data centre. The proposed data centre infrastructure should function on 24(hrs) X 7(days) basis.

Moreover, RFP is intended to develop the ICT infrastructure required for revamping the existing ECO Data Centre. The data centre construction activities includes various civil, electrical, mechanical, and all other related works required for creation/standardization of state of art data centre based at ECO Secretariat, Tehran, I.R.Iran.

The RFP, of others includes supply, delivery, installation and commissioning of detection and suppression devices and equipments needed for establishing/standardizing state of art interior of Data Centre suited for quality driven 'A' class for this International/Multi-National Organization. The RFP also includes various methods to secure the data centre including installation and commissioning of environmental monitoring devices etc.

RFP intends to integrate all the above mentioned activities into single infrastructure monitoring system. All the proposed devices should be integrated to central infrastructure monitoring system with remote monitoring and operational functions.

The successful tenderer will also be responsible for executing additional activities that would be required but may not necessarily mentioned in the RFP for Data Centre **Design, Standardization and construction**. The successful tenderer/company should supply, install, test and commission any materials or equipments including civil works that may not specifically mentioned in the RFP document but are required for successful completion of project from technical as well as security point of view.

## **Project Overview:**

The Data Centre Standardization project overview is as follows:

- Economic Cooperation Organization intends to construct/standardize the data centre at its office at ECO Secretariat, No. 1, Golbou Alley, Kamranieh St., Tehran, Iran.
- The successful tenderer has to undertake Design and Construction of the Data Centre at proposed location as per the internationally accepted standard Data Centre design practices.
- Interested firms/companies may visit site of the data centre.
- The project contains, among other things, designing of the required infrastructure Architecture with redundancy of critical components like UPS, Battery Cooling System etc and its proper implementation.
- Since the new proposed data centre is proposed to be setup in the ECO Secretariat premises and Data Centre setup would be during working hours, care must be taken that the existing structure of the building and working condition of the organization is not disturbed.
- The successful tenderer will have to submit the preliminary plans and other options as required for design of Data Centre. The structural plan, data centre diagram, cabling diagram and layout plan should be submitted to ECO Secretariat along with 2D and 3D presentation.
- The tenderers should possess the adequate experience, strength and capabilities in design and construction of data centre infrastructure and providing the services necessary to meet the requirements as described in the bid documents. The tenderer must also possess technical knowledge and financial capability that would be required for execution and implementation of the project.

## **TECHNICAL SPECIFICATION FOR THE DATA CENTRE**

### **Data Centre Design**

- The data centre shall be designed based on the best industrial practices and standards of the data centre construction. The entire component used in the construction of the data centre shall conform to the data centre best practices and industrial standards. Priority will be given to those tenderers, whose products and services have record of prior installation in the data centre.
- The selected tenderer shall be responsible from the commencement to handover of the project.

- The tenderer is required to provide the detail architectural diagram and other required diagrams and illustrations like conceptual plan, electrical layout, airflow plan, network diagram etc.
- All the components and equipment should be tested and commissioned in the presence of the authorized personnel of ECO Secretariat, before the final handover.
- Upon the completion of the project detail operating manual and training manual is to be submitted to ECO. Moreover, detail operation training shall be provided to the ECO officials on the various installed components.
- Construction of the data centre shall be undertaken based on the mutually agreed upon data centre layout.

### Scope of work

The design of the data centre has to comply with the data centre standard and design and the selected tenderer has to:

- Design the Data Centre layout (plan/architecture design).
- Undertake civil work for data centre, erection of the dry wall partition, access floor system, false ceiling.
- Demolition of the existing partitions/ structure in the proposed DC premises.
- Supply delivery and installation of Raised access flooring system with necessary accessories and thermal insulation.
- Supply, delivery, installation and commissioning of Precision Air Conditioning System for cooling required for the data centre.
- Design, supply, installation and commissioning of Environmental protection system for ECO's Data centre.
- Design, supply, installation and commissioning of monitoring and access control system for ECO's data centre.
- Install redundant power distribution system for supplying power to Data Centre.
- Supply and installation of redundant UPS Power Supply System with power backup.
- Redundant CAT 6 Network wiring of the data centre as per requirement.
- The tenderer shall provide Standard Operating Procedure (SOP) documents for each and every component delivered and installed at data centre.
- The tenderer should be able to provide the periodical and regular preventive maintenance of Data centre's components as per the ECO's requirement.
- The proper Service level Agreement (SLA) shall be devised by both the parties during construction and post-construction (Maintenance) phases covering the uptimes of data centre components, and penal clause associated with respective components. The tenderer will have to put up the compliance status vis a vis SLA

between the ECO and the Tenderer, to the ECO at fortnightly intervals during construction phase.

- The tenderer itself shall carry out the data centre operations during handholding period, i.e., up to 2 months; adequately educate and train ECO team during that period; and handover the operation to ECO Secretariat thereafter.
- The above scope of the work is only illustrative, not exhaustive. The tenderer shall be responsible to design, construct and commission the data centre to conform to the best international industry standard and practices.

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