

The New Development Bank

Request for Proposal

(This is not a Purchase Order)

1. Introduction

The New Development Bank (NDB) is issuing a Request for Proposal (RFP) to invite qualified suppliers to provide proposals to NDB's S-IT-2024-01403 IP address management tool (IPAM) project. Please refer to the following information and attachment for detailed requirements.

Those interested and qualified companies please register into NDB's e-procurement system to be **NDB's registered suppliers** and participate in the bidding process (**please be noted the contact information provided in registration especially email address must be correct as all communications regarding the bid including RFP distribution and award notice will be sent through it**). NDB will choose the most suitable one(s) from the shortlisted suppliers. NDB at its sole discretion reserves the right to reject all proposals in accordance with its internal policy and guidelines.

2. RFP Schedule

Please be noted the following activities could take place in the RFP process. NDB will inform the specific arrangements in advance and the suppliers are requested to respond timely.

| Activity | Date |
|--------------------------------|-------------------|
| Distribution of RFP | February 1, 2024 |
| Deadline for Questions | February 21, 2024 |
| Proposal Response Due | February 29, 2024 |
| Presentation and Demonstration | TBD |
| Signing Contract | TBD |
| Project Kick Off | TBD |

**The RFP Schedule is for reference only and NDB has its sole discretion to adjust as per the project's needs.*

3. Instruction to bidders

3.1 Contact Information

Please use the following contact information for all correspondence with NDB concerning this RFP.

Name: Junfeng (Jimmy), Wang

Address: 26th floor, NDB Headquarters, 1600 Guozhan Road, Pudong, Shanghai, China

中国上海浦东新区国展路 1600 号，新开发银行总部大楼 26 层

Email: wang.junfeng@ndb.int

3.2 Submission of Proposals (Introduction to use of NDB's e-procurement system)

Proposals shall be prepared in English. Electronic version is obligatory and shall be sent online in NDB's e-procurement system.

For submission of proposal, the qualified suppliers should register to NDB's e-procurement system to be **NDB registered suppliers** (subject to NDB's internal approval) in advance. All registration information shall be in English except uploads of scanned or copied documents originally produced in other languages. Then registered suppliers need to **ENROLL** in the procurement notice (for open competitive bidding) or **ACCEPT** the invitation (for limited competitive bidding) before submitting proposal online according to the timeline: <https://www.ndb.int/procurement-opportunities/corporate-procurement/>

The mentioning of deadline, due time, closing date, etc. herein means Beijing time; and NDB's business time is from 9:00AM to 5:15PM in working days.

3.3 Questions

Please submit questions in writing by e-mail. Suppliers should refer to the specific RFP paragraph number and page and should quote the questioned passage. NDB will be prompt in responding to questions. All questions will be responded to as a group and sent to all suppliers. NDB will not provide feedback to questions raised beyond deadline.

3.4 Ownership of Materials

All materials submitted in response to this RFP become the property of NDB. Proposals and supporting materials will not be returned to suppliers.

3.5 Proposal Costs

NDB is not responsible for any costs incurred by the supplier in the preparation of the proposal or the site visit.

3.6 Proposal Format (if applicable)

NDB recommends that the proposal should contain **three** parts as follows. **The supplier may choose another proposal format as long as it suits the purpose.**

Volume 1 – Information on the suppliers. The supplier is required to provide the basic information in the attached table (attachment 2). Please fill out the table as complete as possible, where it applies. More information is more helpful for evaluating.

Volume 2 – Main Proposal

| | |
|-----------|----------------------------|
| Section 1 | Executive Summary |
| Section 2 | Functional Section |
| Section 3 | Technical Section |
| Section 4 | Project Management Section |
| Section 5 | Support Section |

Volume 3 – Price Proposal – Should be separate but integral part of the proposal. The currency is **USD**; if quoting in other currencies, the exchange rate should be clearly defined. **The price shall be inclusive of applicable taxes (if not, please specify)**; and other charges shall also be clearly defined.

3.7 Validity Period

The proposal including pricing quotation shall be valid at least for 120 days.

3.8 RFP Amendments

New Development Bank reserves the right to amend this RFP any time prior to the closing date. Amendments will be issued only to suppliers who are going to complete a proposal.

3.9 Sub-contractor

NDB expects to negotiate and sign contract with one winning supplier. NDB will accept only complete solutions from a primary supplier and will not accept any incomplete proposals that are only cover part of the RFP. The prime supplier will be responsible for the management of all subcontractors. NDB will not accept any invoices from subcontractors or become part of any negotiations between a prime supplier and a subcontractor. If there is any sub-contractor involved or engaged by the supplier, it shall be clearly stated in the proposal.

3.10 Award Notification

NDB could negotiate with all shortlisted suppliers before deciding the winning supplier. And NDB reserves the right to negotiate further with the winning supplier before and in the contracting process. The award notification is sent to the winner online in the e-procurement system. NDB is not obliged to notify the bid outcome to unsuccessful suppliers.

4. Evaluation Criteria

The proposals will be reviewed and evaluated by NDB's team in accordance with the related policy and guidelines, especially the six principles (Economy, Efficiency, Competition, Transparency, Value for Money, Fit for Purpose) contained in NDB's corporate procurement policy. NDB is interested in obtaining a complete solution to the requirements contained in this RFP. Proposals that meet the proposal instructions and requirements will be given a thorough and objective review. Proposals that are late, or do not comply with proposal instructions, or take exceptions to mandatory requirements will be eliminated without further consideration. The following are the key factors that would be taken into consideration for evaluating the proposals.

i. Technical Approach and Methodology or Software Solution

Primary consideration will be given to meet the mandatory requirements as listed in this RFP.

The following are the main factors in the evaluation.

1. Meeting the requirements as stated in this RFP;
2. Understanding of the work to be performed;
3. Technical approach and methodology to accomplish the work;
4. Completeness and competence in addressing the scope of work.

ii. Project Management

NDB also believes that effective project management is essential for a successful implementation. Suppliers will be evaluated on the completeness and responsiveness of their project management plans and the project team assigned.

As part of the project management plan, suppliers must demonstrate adequate experiences in developing and implementing the requested project. NDB's confidence in the suppliers' ability to meet deadlines and successfully manage similar projects will be a primary consideration.

Special consideration is given to suppliers who propose a detailed project plan with sufficient breakdown of tasks and steps to demonstrate a complete understanding of the project.

iii. Pricing

NDB will consider pricing as part of the evaluation criteria. **Lowest price is not essential to win**; however, large pricing differentials between suppliers will be carefully examined. Price will be used as a final indicator for determining the supplier finalists when all other criteria have been normalized.

iv. Presentation and Demonstration

The performances and results of Presentation and Demonstration will be evaluation factors.

v. Support and Maintenance

NDB believes the ability to perform timely support is also an important factor for the success of this project. Therefore, suppliers should provide adequate information to demonstrate their capabilities to fulfill this task.

5. Contract

The participants shall review the service agreement template provided by NDB in advance. The use of NDB's version of service agreement is preferable. NDB Template for Service Agreement and NDB General Terms and Conditions for Procurement Contracts can be found on the NDB's official website:

<https://www.ndb.int/procurement-opportunities/corporate-procurement/>

Please especially be aware that being an international institution, NDB enjoys privileges and immunities granted in the Articles of Agreement (Agreement on the New Development Bank) (<https://www.ndb.int/>) and disputes will be held by a reputable international arbitration center. Preferable forum is Shanghai International Arbitration Center ("SHIAC") or any alternative forum in a neutral jurisdiction.

Attachment 1:

Service Scope (Statement on Work)

NDB Information Technology

IP address management tool - IPAM

Requirements Specification

Executive Summary

Stakeholder Needs (Mission Vision)

Enhanced uptime of the network infrastructure that supports the applications provided by NDB to its end users, being external partners, customers, or its staff, achieved through better management of the IT network infrastructure of NDB.

Project Description

As of today, NDB relies upon the use of spreadsheets to control the IP addressing of all its network assets, comprising of: NDB Headquarters, Regional Offices, Connectivity Hubs, and cloud environments created over public cloud infrastructure. As this is a manual process, it is prone to human error and may lead to significant incident to the network infrastructure if one IP address is mistakenly configured as duplicated. A massive incident in the network infrastructure may lead to unavailability of several services that run on top of it.

Also, as of today there is no visibility over how many and which kind of devices are connected to NDB network infrastructure. This may potentially bring security concerns over NDB infrastructure and stability issues for the daily operations of the network infrastructure may arise.

Third, given the fast pace of growth and distributed nature of NDB business model, this control of IP addresses will become more complex and prone to error as time goes by.

This project aims to deploy an IP address management (IPAM) tool - that:

- Will act as the centralized authoritative source and management of IP addresses for the entire NDB infrastructure.
- Will provide a dynamic inventory of:
 - o IP addresses used in Production, for the network infrastructure or for end user devices.
 - o Inventory of all the network devices connected to NDB infrastructure as well as end user devices connected to NDB infrastructure.

Besides that, this project will bring the following benefits to NDB:

- Improve the troubleshooting process of issues in the network infrastructure, as one endpoint that may potentially be causing an attack can be easily located and quickly identified.
- Single pane of glass of assets and IP address allocations for auditing purposes.

Scope

In the scope of this IP address management (IPAM) tool is the current IT network infrastructure of:

- Headquarters.
- Regional Offices: ARC, ARO Brasília, ARO São Paulo.

Microsoft Global Azure.

All the services involved in such a deployment.

Key Assumptions and Constraints

This project comprises the following scope:

- Headquarters.
- Regional Offices: ARC, ARO Brasília, ARO São Paulo.
- Microsoft Global Azure.

Therefore, Alicloud and Microsoft China Azure environment are excluded due to the lack of support from the vendor. As soon as Regional Offices ERC (Moscow) and IRO (India) enter Production, they will be added to the IP address management tool as well. Connectivity Hubs are not in the scope of this project neither as its main function is to act as transit, not hosting.

Functions and Features

Discovering and management of IP addresses deployed in Microsoft Global Azure.

Functional Requirements

1. Discovering and management of IP addresses deployed in Microsoft Global Azure.
2. Discovering and management of IP addresses deployed in VMware ESX infrastructure.
3. Discovering and management of IP addresses deployed in NDB HQ infrastructure, comprising:
 - SDN Campus
 - SDN Data Center
 - Surveillance network
 - Building Device network
 - Conference System network
 - OOB networks

The exact list of devices (hardware and software) that needs to be supported for SNMP. SSH and Network Insight are listed in a separated document, which will be shared only with the interested vendors, as it contains confidential information.

4. Discovering and management of IP addresses deployed in NDB Regional Offices infrastructure, comprising:

- ARC (South Africa office)
- ARO (Brasília office)
- ARO (São Paulo office)

The exact list of devices (hardware and software) that needs to be supported for SNMP. SSH and Network Insight are listed in a separated document, which will be shared only with the interested vendors, as it contains confidential information.

5. Discovering and management of IPv6 addresses deployed in NDB infrastructure.
6. Integration with Service Now.
7. Integration with Splunk.
8. Reporting and analytics of all IP addresses in use.
9. Reporting of the distribution of all IP addresses in use.
10. Reporting of all available IP addresses in use.

Non-Functional Requirements

1. The solution must be deployed in High-Availability mode.
2. The solution must be deployed in Disaster Recovery mode.
3. Subscription of the IPAM licenses for 2 years.
4. Project Support for 2 years after deployment.
5. Development for the integration between IPAM and AliCloud and AzureChina.

Glossary

| Term | Definitions |
|-------------|---|
| ARC | African Regional Centre |
| ARO | America's Regional Office |
| HQs | Headquarters |
| IT | Information Technology |
| ITSM | Information Technology Service Management |
| NDB | New Development Bank |
| OOB | Out-of-Band |
| POP | Point of Presence |
| RTT | Round Trip Time |
| SaaS | Software as a Service |
| SDN | Software-Defined Network |
| WAN | Wide Area Network |

Attachment 2:

| Information Category | Description | Supplier's inputs |
|-----------------------------|--|--------------------------|
| General Information | Legal Entity Name | |
| | Legal Address | |
| | Website | |
| | Government Registered Number | |
| | Date of Registration | |
| | Tax ID | |
| | Name(s) of Authorized Signatory | |
| | Contact Information (name, title, mail address and telephone number) | |
| | Amount of Employee | |
| | Three reference customers for Similar case(minimum) | |
| Financial Information | Registration capital | |
| | Revenue of last 3 years | |
| | | |
| Other Information | Information Security Credentials if any | |
| | Data residency location, for providing service required in the RFP | |
| | IDD/ AML Sanctions, Yes or No. If yes, please specify. | |
| | Others deemed necessary | |