



National Rural Support Programme

National Rural Support Programme

Registered Office: UBL Building, 7th Floor, Jinnah Avenue, Blue Area, Islamabad.

Tel# 051-2822319

Programme Support Unit: IRM Complex, 7, Sunrise Avenue, Park Road, Chak Shehzad,
Near COMSATS University, Islamabad. Ph:051-8746170-3

Date: December 27, 2024

Tender No. NRSP/BackupAppl/RQ-1943

Request for Proposals (RFP)

**For the Cyber Resiliency and Modernization Project for
Existing NetBackup Backup Infrastructure**

For DR Site of

National Rural Support Programme (NRSP), Pakistan

Newspaper Advertisement

NRSP

National Rural Support Programme

TENDER NOTICE

National Rural Support Programme (NRSP) invites sealed Proposals for the procurement of Backup Appliance Solution (Hardware & Software) from the registered suppliers / companies / organizations / firms having past experience and valid NTN & GST. The details of equipment are given below:-

S.N	Description	Qty
1	Backup Appliance Solution (Hardware & Software) For DR Site	1 Each
2	Installation, Configuration up gradation & Migration Services	1 Job
3	Training Certification for 2 persons	1 Job

Details and Terms & conditions are available in the documents that can be downloaded free of cost from NRSP web site www.nrsp.org.pk/tenders/. Last date for submission of sealed proposals is January 10, 2025 till 3:00pm to the undersigned office at Islamabad. NRSP reserve the right to accept or reject any/all proposals without any reason thereof or funding constrains.

In-charge Procurement, National Rural Support Programme,
IRM Complex, #7 Sunrise Avenue, Park Road, Chakshahzad, Near COMSATS
University, Islamabad, Ph: 051-8746170-3, procurement@nrsp.org.pk

Published on 27th Dec, 2024 in Daily The Nawa-e-Waqat (Lahore edition), Daily The News (Karachi/Rwp-Isd editions).

Details & Timelines		
1.	Date of availability of tender documents(RFP) on NRSP	27th December, 2024
2.	Last date and time for sending queries/question or clarifications by suppliers	31st December, 2024 by 3:00 p.m.(PST)
3.	Last date and time for reply of queries/question or clarifications by NRSP	3rd January, 2025 by 5:00 p.m.(PST)
4.	Last date, time and address for receipt of Technical Proposals (in hard copies)	10th January, 20245 by 3:00 p.m.(PST) National Rural Support Programme, #7 Sunrise avenue, Near COMSATS University, Park Road, Chak Shahzad, Islamabad, Tel:+92(51) 8746170-173
5.	Date and Time of Opening of Technical Proposals	10th January, 2025 by 3:30p.m.(PST)
6.	Place of opening	National Rural Support Programme, #7 Sunrise avenue, Near COMSATS University, Park Road, Chak Shahzad, Islamabad, Tel:+92(51) 8746170-173
7.	Address for communication and correspondence	National Rural Support Programme, #7 Sunrise avenue, Near COMSATS University, Park Road, Chak Shahzad, Islamabad, Tel:+92(51) 8746170-173
8.	Contact for Firms	Interested Suppliers are requested to send their queries on the following email: procurement@nrsp.org.pk . The email query should clearly mentioned the following details, so that in case of any clarification, the same maybe issued to them: Name of Company, Contact person, Mailing address, Telephone No. Email address, Mobile No. etc

Note: Technical Proposals will be opened in presence of the supplier representative who choose to attend the opening sessions.

1. Introduction

Established in 1991, NRSP is the largest Rural Support Programme in the country in terms of outreach, staff and development activities. It is a not for profit organization registered under Section 42 of Companies Ordinance 1984.

NRSP's mandate is to alleviate poverty by harnessing people's potential and undertake development activities in Pakistan. It has a presence in 56 Districts in all the four Provinces including Azad Jammu and Kashmir through Regional Offices and Field Offices. NRSP is currently working with more than half a million poor households organized into a network of more than 115,076 Community Organizations. With sustained incremental growth, it is emerging as Pakistan's leading engine for poverty reduction and rural development.

2. Background

National Rural Support Programme (NRSP) is largest provider of Microfinance services in Pakistan. Since NRSP has deployed its IT system across NRSP branches network so there is need to upgrade its existing backup appliance solution for better data backups, security and performance. The detail specification of the required backup appliance solution are given section 3.

3. Procurement details.

The project scope spans around NRSP Lahore DR Site datacenter. The selected firm will supply, install, configure, and test, support backup appliance solution and allied equipment. The selected firm will also be responsible for integrating the newly installed backup Solution with PR Site. The selected firm is expected to use the international 'best practices' in delivering the services with in time, cost and quality. Maintenance and support services will have to be provided by same firm during warranty period.

The successful firm will be responsible for:

- a) Supply of backup appliance Solution (Hardware & Software/licenses)
- b) Complete Installation/Commissioning of proposed solution
- c) Migration of data on new platform.
- d) Smooth and timely User Acceptance Test
- e) Project management for supply of goods, support, warranty and services for the entire project.

Below is the complete list of backup appliance solution to be purchased under this tender.

Technical Specifications

Backup Appliance Solution For DR Site

S#	General Requirements (Non-Compliance shall lead to the rejection of Bids)
1	Must Be listed in Latest Gartner/Forrester Wave
2	Must Have OEM Presence in Pakistan for Minimum of 5 Years or more
3	Must Have Minimum 5 Backup Appliance Deployments by Supplier
4	Must offer 3 Years 24/7/365 Technical Supplier and OEM local Support (parts and services both) from the date of commissioning
5	Supplier must be authorized Silver partnership or higher
6	Must Quote Onsite Installation and Configuration by supplier
7	Must Quote Onsite Training and Certification (VCP) for 2 Persons

8	Supplier must have at least two certified professionals of proposed hardware to support the offered solution
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Specification	Qty
2U backup appliance	1
Intel Xeon Scalable Third generation Silver 4314 or better	1
64GB Ram or better	1
10/25 GbE Ethernet/iSCSI-capable ports	6
32 Gb Fiber Channel ports	4
10 Gb Ethernet ports	4
usable 36 TB scalable up to 400 TB or better	1

Cyber Resiliency and Modernization Project for Existing NetBackup Backup Infrastructure for DR Site NRSP Pakistan

Ransom ware Protection:

- NRSP uses NetBackup software on Build-Your-Own (BYO) Standalone server with SATA Storage. Where NRSP does not have cyber protection features. NRSP would like to procure appliances full fledged cyber resiliency, latest container-based automation and simplicity. New Appliance must be an integrated appliance that supports all NetBackup roles as container.
- New solution must support appliance based secure architecture by leveraging built-in host-based intrusion detection, prevention security software, file monitoring and file system lock-down security software against quick CLI based deletion.
- New solution must support full fledged Ransom ware protection including isolated recovery environment architecture, immutable storage at two sites, near-real time anomaly detection, malware scanning and air gap integration. The proposed solution must be single vendor, single license, no 3rd party to manage and covers all security best practices. NRSP has Primary and Secondary sites running as active/active that will not be isolated. Offshore isolated appliance will have isolated recovery architecture using Air Gap integration and immutable storage.
- New solution must support SSO, MFA integration, encryption in flight and at rest security features.
- 1 Appliance with 36 TB of dedupe capacity supporting Enterprise and Compliance mode of Immutability.

Modernization of Data Protection:

- New architecture must be simple, modern, latest container-based technology.
- New solution must allow wizard-based deployment for any backup roles without manual implementation. Must support server-less architecture by leveraging appliance. (Backup server, media server, dedupe server, WORM server, cloud gateway all in one appliance including storage)
- NRSP prefer running all backup roles including media, primary server and dedupe roles as container image and able to leverage flexibility of container technology.

Requirements Overview:

NRSP is looking to cater modernization of existing backup infrastructure with this RFP for DR Site located in Lahore. New solution must be simple, modern container-based technology and inclusive of Ransomware

protection architecture. It must be compliant with 3+2+1 architecture, in addition new device to have local isolated copy for best SLA. Implementation engineer is required to deploy event triggered near-real time anomaly detection, integrated malware scanning, secure replication including catalog.

The proposed solution should comprise the below:

- Purpose Built Backup Appliance with 36TB of usable capacity
- Technology supports backup server, media server and dedupe storage roles all in one appliance. However, NRSP will study on detailed sizing of backup server during implementation time. NRSP may provide linux based VM for backup server role.
- Dedupe appliance must provide 30TB/hour performance as target dedupe (98% dedupe), 120TB/hour performance as source deduplication (98% dedupe).
- Backup software must be capable replicating data and backup catalog together as image between Primary DC and Disaster Recovery DC sites using Active/Active topology. Must support bidirectional replication, one-to-many, many-to-one and cascaded replication topology.
- Implement stun-free replicated backups for transactional VMs and enable continuous data protection with 30mins RPO.
- Must support tapeless archive tier of dedupe appliance without dedupe rehydration and without requiring 3rd party gateway appliance.
- New appliance must have self-meter for security features and check list to see list of implemented and not-implemented security features from appliance console.
- Appliance should offer Instant Access technology for Oracle and SQL databases
- Appliance should offer Instant Access technology for VMware workloads

High level scope and technology deliverables

Requirement	High Level Scope and Expectations
New Backup appliance	36TB usable capacity purpose built backup appliance with 3 Years local Support (7x24 support).
MDC, BDC and BRDC Sites	<ul style="list-style-type: none"> ➤ One inline dedupe appliances with 36TB capacity + 3 Years local Support 7x24support) ➤ Proposed capacity should fully ransom ware protected including Pri, DR ➤ Built-in IPS/IDS security software ➤ Support for built-in Air Gap integration and pull mechanism for reverse replication hardening ➤ Support for file monitoring and built-in lock down Security software that prevents from CLI based quick deletion ➤ Support for container based Immutable storage with compliance clock ➤ Inline dedupe storage

Requirements

- Each and every part/ component required to operate hardware being procured or license(s), should be included in deliverable (technical and financial Proposal) and shall be the responsibility of the supplier.
- Only brand-new hardware to be proposed. Refurbished, Grey or smuggled or international warranty products will be not accepted in any case.

4. Eligibility of the Supplier

Following is the eligibility criteria to participate in this tender. (Refer to Form E1)

- 4.1 Must be registered with SECP/ Registrar of Firms in Pakistan and working for the last 5 years in Pakistan in the field of IT (Certificate of Incorporation to be attached from SECP/Registrar of Firms).
- 4.2 Must have valid/active NTN and GST and on active tax payer list of FBR.
- 4.3 Supplier should have minimum of 2 certified Engineers as a permanent employee of proposed hardware/software (current updated CVs with copy of relevant certificates to be attached).
- 4.4 The supplier must provide Manufacturer Authorization Letter (MAL) to participate in this tender (Document to be attached)
- 4.5 Proposed backup appliance Solution (hardware & software) must have OEM Presence in Pakistan for Minimum of 5 Years or more (Document to be attached)
- 4.6 Supplier must have at least 5 years of experience in selling proposed type of solution (hardware and software) (Attach documentary evidence in shape of Purchase Orders / Contracts / completion certificates with complete solution detail)
- 4.7 Offered solution must be listed in Latest Gartner/Forrester Wave(Document to be attached)
- 4.8 Offered backup appliance solution must Have Minimum 5 Deployments by Supplier (Share the complete list with contact person details)
- 4.9 Proposed backup Solution (hardware & software) must have 3 Years 24/7/365 Technical Supplier and OEM Support (parts and services both) from the date of commissioning
- 4.10 Supplier must be authorized Silver partnership or higher (Document to be Attached)
- 4.11 Undertaking of blacklisting as per Form E1.1

5. Submission of Proposals

Proposals will be accepted and evaluated using **Two Stage-Two Envelop Procedure**, The Technical and Financial proposals shall be submitted separately. **At first stage only Technical Proposals** should be submitted marked as:-

Technical Proposal - Tender No. NRSP/BackupAppl/RQ-1943

The cover letter should also specify the validity date of Proposal with point of contact (name, email & contact number) for this tender from supplier side.

5.1 The **technical proposal** shall provide/contain the following information/documents:

- a. Technical Proposal Submission Form (Form T1)
- b. Mandatory Eligibility Criteria (Form E1)
- c. Company Profile and Copy of last financial year audit report dully signed by the auditor (Form T2)
- d. Specific experience for similar assignments (Form T3).
- e. General experience (Form T4).
- f. Qualification and Competence of the proposed team for support for this assignment (Form T5)
- g. Proposed hardware compliance with required specifications, delivery time, installation/ testing/ commissioning plan (Form T6)
- h. Project Implementation Plan

- i. Proposed Hardware with make and model, SLA details, Subscription & Support details and training details. All the relevant literature, catalogs, brochures must be attached showing the technical specifications in details with technical compliance sheet.
 - j. Installation and configurations with respect to NRSP Network design and NRSP Business requirements. (Proposed High level diagram to be attached).
 - k. The supplier should provide a plan for Support, Warranty and Services in its technical proposal (Document to be attached).
 - l. Any other document which could be helpful in the technical evaluation.
(if nay format/template is not available supplier can use his own to submit the required information)
The technical proposal shall not include any financial information.
- 5.2 The **financial proposal** shall contain the following information which will be called from the technically qualified suppliers at later stage:
- a. Financial Proposal Submission Form (Form F1)
 - b. The DDP (Ex-Islamabad NRSP Data Center) price of each item with complete details, make and model. All applicable taxes and mentioned clearly. Prices should be on DDP (NRSP DR Site, Lahore) basis. (Form F2)
 - c. Delivery time required for each item. (Form F2)
 - d. Supply, installation, testing and configuration details. (Form F2)
 - e. Bid Security @2% of the total deliverable (including taxes) in the shape of Call deposit/Pay Order/Demand Draft/cashier cheque in the name of NRSP.
 - f. Validity of the financial proposal. (Form F2)
 - g. Other terms and conditions (if any).
- 5.3 Suppliers must offer all the equipment with training as given in section 3. Incomplete or partial tenders will be rejected.
- 5.4 If the proposal is not submitted in the prescribed formats or any of the item in the as mentioned above, the proposal may be rejected. All the required documents must be attached/provided.
- 5.5 Once the proposal is submitted in sealed cover by the supplier, NRSP will not accept any addition / alterations / deletions of the proposal. However, NRSP reserves the right to seek clarification or call for supporting documents from any/all of the suppliers, for which the concerned supplier will need to submit the documentary evidence(s) as required by NRSP.
- 5.6 Any Proposal, submitted with incorrect information will be liable for rejection. Further, if any supplier is found to have submitted incorrect information at any time, his proposal will be rejected and he may be debarred from participation in the future tendering processes.
- 5.7 The Supplier should take care in submitting the proposals and ensure that enclosed papers are not found loose and should be **properly numbered** and submitted in a file in proper manner so that the papers do not bulge out and tear during scrutiny.
- 5.8 **Last Date of Submission is 10th January, 2025 till 3:00 pm local time. Supplier should be responsible to submit the proposal on time. Any delay from courier or rider will be on NRSP account. NRSP will close the Proposals receiving on above given date and time.**
- 5.9 The proposals must be submitted in original hard copy not later than 10th January, 2025 till 3:00pm local time to the point of contact given below. Electronic proposals will not be entertained. Any proposals delivered after due date and time will be considered as non-responsive and disqualified from further consideration.
- 5.10 The proposals should be marked/addressed as:

(Technical Proposal for Backup Appliance Solution for NRSP)

Tender No. NRSP/BackupAppl/RQ-1943

Procurement Committee,

National Rural Support Programme

IRM Complex, 7, Sunrise Avenue, Park Road, Chak Shehzad,

Near COMSATS University, Islamabad.

Ph:+92-51-8746170-3.

- 5.11 NRSP reserves the right for conducting pre-shipment inspection by its own personnel or reputed third parties. The selected supplier has to offer the hardware for inspection in such a manner that it does not affect the delivery schedule.
- 5.12 The offer should remain valid for a period of **45 days** from the closing/submission date. Any offer falling short of the validity period is liable for rejection. If a supplier extend proposal validity period then will also extend the security period.
- 5.13 Alternative option, if there is any alternate option then it mentioned separately in proposal. Alternative options benefits should be clearly mentioned.
- 5.14 Clearance of the equipment from Tax Authorities would be the responsibility of the supplier.
- 5.15 Selected supplier must undertake to provide NRSP, the consignment notes number(s) by which the equipment ordered had been dispatched from their site, so as to have online / web access to the tracking system of physical movement of the consignments sent through courier.
- 5.16 The supplier may withdraw its offer after its submission, provided that written notice of withdrawal is received by NRSP prior to the closing date and time prescribed for submission of proposals. No offer can be withdrawn by the supplier subsequent to the closing date and time for submission of proposals.

6. Evaluation Criteria

- 6.1 Supplier has to fulfill the eligibility criteria initially. After qualifying the eligibility criteria, technically compliance will be checked as per compliance sheet provided in this tender document. After technical compliance, financial proposals will called from the technically qualified suppliers. Financially lowest proposal from the technically compliance proposals will be shortlisted for award. Complete tender will be awarded as turnkey.
- 6.2 NRSP technical evaluation committee will scrutinize the technical proposals to determine whether it is complete, whether errors have been made in the offer, whether required technical documentation has been furnished and whether the documents have been properly signed. Offers with incorrect information or not supported by documentary evidence, wherever called for, would be summarily rejected. However, NRSP, at its sole discretion, may waive any minor non -conformity or any minor irregularity in an offer. NRSP reserves the right for such waivers and this shall be binding on all suppliers.
- 6.3 For proper scrutiny, evaluation and comparison of offers, NRSP, at its discretion, may ask some or all suppliers for clarification of their offer. The request for such clarifications and the response will necessarily be in writing.

7 Deliverables

Backup appliance Solution (Hardware & software) as per details given section 3.

8 Terms of Proposal

8.1 Bid Security

All suppliers shall furnish Bid Security Deposit equivalent to **2% of the total Cost of Deliverables** (including taxes) in the form of Call deposit/Pay Order/Demand Draft in favor of NRSP with the financial proposal. Cheque will not be accepted in any case. After selection of successful supplier, NRSP will return/release the bid security to the unsuccessful suppliers. NRSP NTN number is 0656952-8.

8.2 Performance Security

Performance security will be 5% of the total cost of the Hardware and software (excluding training) which will be withheld from the final payment for the period of three years. After the successful completion of warranty period of three years, performance security will be released. The amount withheld may be released against the bank guarantee from a schedule bank of same amount provided by the supplier as performance guarantee.

9 Fees and payment Schedule

9.1 Payment will be made after the complete and satisfactory delivery/acceptance of hardware and software within 2-3 weeks through cross cheque in favour of supplier or as agreed at the time of contract.

9.2 Taxes will be deducted from all the invoices as per prescribed law of Govt. of Pakistan. If supplier has any of the tax exemption, the details must be attached with the invoice. Tax challans will be provided within 3-4 weeks of the payment.

10 Paying Authority

The payments as per the Payment Schedule covered hereinabove shall be paid by NRSP. However, Payment of the bills would be payable on receipt of advice/confirmation for satisfactory delivery / installation / configuration from Network Administrator and Programme Manager IT.

Following Documents are to be submitted for Payment:

- a. Bill
- b. GST Invoice
- c. Duly acknowledged Delivery Challan/acceptance Certificate.

11 Delivery Schedule

11.1 The Selected supplier must undertake to deliver the equipment ordered 10-12 weeks, to NRSP Data Center Sihala Islamabad within the time offered in the proposals from the date of the Purchase Order/Contract. However, Delivery schedule may be changed under special circumstances at the discretion of NRSP.

11.2 NRSP reserves right to shift the ordered equipment to any location where it has presence, anywhere in Pakistan, either during the warranty.

12 Warranty & Maintenance

The supplier shall be fully responsible for the defected items and will be responsible to replace at his own cost with the same make/model of the equipment. All the hardware and software should have (03) three-years warranty (24/7/365) from the date of commissioning as mentioned in the section 3.

13 Penalty for Downtime

In case of delay in the supply of material against the terms indicated in the purchase order/contract, the supplier will have to pay a fine of 0.5 % (Half) percent of the balance qty for each day of delay. Maximum penalty will be 10% of the total order/contract. If shipment is delayed for more than 20 days NRSP has the right to unilaterally cancel the PO/contract and supplier bid security will be forfeited.

14 Penalty on Liquidated Damages for delayed supply

In case the delivery is delayed beyond the stipulated date of delivery, 'Liquidated damage for late delivery @ one half of one percent (0.5%) of the order value for each day of delay or part thereof would be imposed, subject to maximum of 10% if the delay is for 20 days or more. The penalty for late delivery will be deducted from the final invoice amount.

15 Currency

All prices shall be expressed in Pakistani Rupees only.

16 Cost of Process

The supplier shall bear all the costs associated with the preparation and submission of proposals & samples (if any) and NRSP will in no case be responsible or liable for these costs regardless of the conduct or outcome of the bidding process.

17 Tender Document

The supplier is expected to examine all instructions, forms, Terms and Conditions and specifications in the Tender Document. Submission of a proposal not responsive to the Tender Document in every respect will be at the supplier's risk and may result in the rejection of its proposal without any further reference to the supplier.

18 Deadline for Submission of proposals

Proposals must be received by NRSP at the address specified in the Tender Document not later than the specified date and time as specified in the Tender Document. In the event of the specified date of submission of bids being declared a holiday for NRSP, the proposals will be received up to the appointed time on next working day.

NRSP may, at its discretion, extend this deadline for submission of proposals by amending the Tender documents.

19 Confidentiality Statement

All data and information received from NRSP for the purpose of this assignment is to be treated confidentially and is to be used ONLY in connection with the execution of these documents. All intellectual property rights arising from the execution of these documents are assigned to NRSP. The contents of written materials obtained and used in this assignment may not be disclosed to any third parties without the expressed advance written authorization of NRSP.

NRSP may then disclose the draft, final report and/or any related information to any person and for any purpose they may deem appropriate.

20 General Terms & Conditions

NRSP does not bind itself to accept the lowest or any proposal and reserves the right to reject any or all proposals at any point of time prior to the issuance of purchase order/contract without assigning any reasons whatsoever.

- a. The NRSP reserves the right to resort to re-tendering without providing any reason whatsoever. The NRSP shall not incur any liability on account of such rejection.
- b. The NRSP reserves the right to modify any terms, conditions or specifications for submission of offer and to obtain revised proposals from the suppliers due to such changes, if any.
- c. Canvassing of any kind will be a disqualification and the NRSP may decide to cancel the supplier from its empanelment.
- d. Supplier code of conduct is attached for required compliance as Annex A.

21 Rejection of the Proposal

The proposal is liable to be **rejected** if:

- a. The document doesn't bear signature of authorized person.
- b. It is received through E-mail.
- c. If the proposal is submitted without or less or not in required type the bid security deposit.
- d. If the technical bid is submitted without the Eligibility Criteria Sheet (Form T6).
- e. If the technical bid is submitted without the Technical Compliance Sheet (Form E1).
- f. If the proposal is received after expiry of the due date and time stipulated for proposal submission.
- g. If the proposal is for refurbished, grey or smuggled or international warranty products.
- h. Incomplete proposals, partial proposals including non-submission or non-furnishing of requisite documents / Conditional proposals / proposals not conforming to the terms and conditions stipulated in this tender document are liable for rejection by the NRSP.

22 Modifications and Withdrawal of Proposals

Proposals once submitted will be treated, as final and no further correspondence will be entertained on this.

- a. No proposal will be modified after the deadline for submission of proposals.
- b. No supplier shall be allowed to withdraw the proposal, once the first technical proposal is opened.
- c. No supplier shall be allowed to withdraw the proposal, if the supplier happens to be a successful supplier.

23 Proposal Opening and Evaluation

- a. NRSP will open the proposals, in the presence of supplier's representative(s) who choose/authorized to attend, at the time and date mentioned in Tender document at the address mentioned at bidding details.
- b. The supplier's representatives who are present shall sign the sheet evidencing their attendance. In the event of the specified date of proposal opening being declared a holiday for Purchaser, the proposals shall be opened at the appointed time and place on next working days.
- c. Suppliers satisfying the technical requirements as determined by NRSP Technical Team and accepting the Terms and Conditions of this document shall be short-listed
- d. Decision of NRSP in this regard shall be final and binding on the suppliers.
- e. The contract will be awarded only to the successful responsive supplier.
- f. NRSP reserves the right to negotiate with Second and third supplier etc. if successful supplier is not able to supply the deliverables and his bid security will be forfeited.

24 Clarifications of Proposals

To assist in the examination, evaluation and comparison of proposals NRSP may, at its discretion, ask the supplier for clarification. The response shall be in writing and no change in the substance or price of the proposal shall be sought, offered or permitted.

25 NRSP's Right to Accept or Reject Any Proposal Or All proposals

NRSP reserves the right to accept or reject any proposal and annul the bidding process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected supplier or suppliers or any obligation to inform the affected supplier or suppliers of the ground for NRSP's action.

26 Governing Laws and Disputes

All disputes or differences whatsoever arising between the parties out of or in relation to the meaning and operation or effect of these Tender Documents or breach thereof shall be settled amicably. If however the parties are not able to solve them amicably, the same shall be settled by arbitration in accordance with the applicable Pakistani Laws, and the award made in pursuance thereof shall be binding on the parties. The Arbitrator/Arbitrators shall give a reasoned award.

27 Placement of Order and Acceptance

The supplier shall give acceptance of the order placed within 7 days from the date of order, failing which, NRSP shall have right to cancel the order.

28 Authorized Signatory

The supplier should indicate the authorized officials from their organization who can discuss, correspond, sign agreements / contracts, raise invoice and accept payments and also to correspond. The suppliers should furnish proof of signature of the authorized personnel for above purposes as required by the NRSP.

29 Appeals

Suppliers believing that they have been harmed by an error or irregularity during the evaluation or award process may file a complaint to NRSP only at complaints@nrsp.org.pk. No complaint will be entertained if filed by any other mean/platform.

STANDARD FORMS

Form E1

MANDATORY ELIGIBILITY CRITERIA

Yes

No

1	Must be registered with SECP/ Registrar of Firms in Pakistan and working for the last 5 years in Pakistan in the field of IT (Certificate of Incorporation to be attached from SECP/Registrar of Firms).	<input type="checkbox"/>	<input type="checkbox"/>
2	Must have valid/active NTN and GST and on active tax payer list of FBR.	<input type="checkbox"/>	<input type="checkbox"/>
3	Supplier should have minimum of 2 certified Engineers as a permanent employee of proposed hardware/software (current updated CVs with copy of relevant certificates to be attached).	<input type="checkbox"/>	<input type="checkbox"/>
4	The supplier must provide Manufacturer Authorization Letter (MAL) to participate in this tender (Document to be attached)	<input type="checkbox"/>	<input type="checkbox"/>
5	Proposed backup appliance Solution (hardware & software) must have OEM Presence in Pakistan for Minimum of 5 Years or more (Document to be attached)	<input type="checkbox"/>	<input type="checkbox"/>
6	Supplier must have at least 5 years of experience in selling proposed type of solution (hardware and software) (Attach documentary evidence in shape of Purchase Orders / Contracts / completion certificates with complete solution detail)	<input type="checkbox"/>	<input type="checkbox"/>
7	Offered solution must be listed in Latest Gartner/Forrester Wave(Document to be attached)	<input type="checkbox"/>	<input type="checkbox"/>
8	Offered backup appliance solution must Have Minimum 5 Deployments by Supplier (Share the complete list with contact person details)	<input type="checkbox"/>	<input type="checkbox"/>
9	Proposed backup Solution (hardware & software) must have 3 Years 24/7/365 Technical Supplier and OEM Support (parts and services both) from the date of commissioning	<input type="checkbox"/>	<input type="checkbox"/>
10	Supplier must be authorized Silver partnership or higher (Document to be Attached)	<input type="checkbox"/>	<input type="checkbox"/>
11	Undertaking of blacklisting as per Form E1.1	<input type="checkbox"/>	<input type="checkbox"/>

Signature: _____

Name: _____

Date: _____

Form E1.1

DECLARATION OF ELIGIBILITY

SHOULD BE SUBMITTED ON RS.100- STAMP PAPER DULLY ATTESTED BY NOTARY PUBLIC)

In the response to your Tender No. NRSP/BackupAppl/RQ-1943, I/We, the undersigned, hereby declare that:

- Our bid is valid for a period of 45 days from the last date for the submission.
- We agree to adhere to all of the terms and conditions as given in the tender documents of the NRSP and other documents as provided in the tender documents.
- We confirm that we are not engaged in any corrupt, fraudulent, collusive or coercive practices and acknowledge that if evidence contrary to this exists, NRSP reserves the right to reject our bid or terminate the contract with immediate effect.
- We are not bankrupt or being wound up, are having our affairs administered by the courts, have not the subject of proceedings concerning those matters, or are in any analogous arising from the a procedure provided for in national legislation or regulations.
- We have not been convicted of an offence concerning professional conduct by any judgment.
- We have not been guilty of grave professional misconduct proven by any means which the NRSP can justify.
- We have fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with legal provision the country in which we are established or with those of the country where the contract is to be performed.
- Have no relation, direct or indirect, with proscribed individual/entities/political exposed person/s or terrorists organizations.
- Not or never prosecuted under Schedule 4 of the proscribed persons under NACTA for AML/CFT.
- We have not been the subject of the judgment for any fraud, corruption, involvement in criminal/terrorist organization or any other illegal activity detrimental to Pakistani Law.
- I/We as sole proprietorship, authorized dealers, Association of Persons (AOP), partnership firms, private or public limited companies or other do not have any kind of relationship with the NRSP Staff; and if later my this statement is not found in conformity with reality i.e. relationship is found, I would stand liable to NRSP as per the rules mentioned in the tender documents.
- Are not guilty of serious misinterpretation in supplying information.
- Are not in situations of conflict of interest (with prior relationship to project or family or business relationship to parties in NRSP).
- Have no relation, direct or indirect, with any terrorist or banned organizations.
- Are not blacklisted by any Local/International organization, PPAR, SPPRA, Government/semi Government department, NGO or any other company/organization.
- Have no relation, direct or indirect, with proscribed individual/entities/political expose person(s).
- Are not on any list of sanctioned parties issued by the Pakistan Government, DIFD, USAID, UN agencies, UNSCR, NACTA, European Union and others.
- Have not been reported for/under litigation for child abuse.

Full official Name: _____

CNIC No: _____

Name of Company: _____

Signature: _____

Company Stamp: _____

(Should be attested by Notary Public)

Form T1

TECHNICAL PROPOSAL SUBMISSION FORM

[Date]

To:

Procurement Committee,
National Rural Support Programme,
IRM Complex, 7th Sunrise Avenue, Park Road,
Near COMSATS University, Islamabad.
Tel: (92-51) 8746170-73

Subject: Submission of Technical proposal Tender No. NRSP/BackupAppl/RQ-1943

Sir,

We, the undersigned, offer to provide the equipment & services for NRSP, in accordance with your Request for Proposal dated 27th Dec, 2024. We are hereby submitting our Technical Proposal.

Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations. We understand that NRSP may accept or reject our proposal without giving any reason.

We understand you are not bound to accept any Proposal you receive.
We remain,

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Email:

Contact No.:

Form T2
SUPPLIER PROFILE

S #	Criteria	Details/Remarks
1	Profile of the Supplier: i. Registration details and age of Company ii. Names of Managers/ Owners/ CEO/ Directors/ Partners with CNIC numbers	
2	i. Location of supplier office/sub office ii. Number of branches iii. Number of employees	
3	Financial Position i. Name of Bank(s) ii. Certificate of Financial position from bank(s) iii. Copy of last financial year audit report dully signed by the auditor iv. Tax Registration (NTN & STN)	

Signature: _____

Name: _____

Date: _____

Form T3

**SPECIFIC EXPERIENCE FOR SUPPLY OF PROPOSED TYPE OF BACKUP APPLIANCE
SOLUTION (HARDWARE & SOFTWARE) DR SITE**

NAME OF CLIENT	NAME OF ASSIGNMENT/ PROJECT	PERIOD OF ASSIGNMENT/ PROJECT	VALUE OF ASSIGNMENT / PROJECT	PRESENT STATUS OF THE ASSIGNMENT/ PROJECT

Signature: _____

Name: _____

Date: _____

Form T4

GENERAL EXPERIENCE OF SUPPLIER

NAME OF CLIENT(S)	NAME OF ASSIGNMENT/ PROJECT	PERIOD OF ASSIGNMENT/ PROJECT	VALUE OF ASSIGNMENT / PROJECT	CONTACT DETAILS OF CLIENT

Signature: _____

Name: _____

Date: _____

Form T5

**QUALIFICATION AND COMPETENCE OF PROPOSED TEAM FOR SUPPORT FOR THIS
ASSIGNMENT**

Personnel Summary (Complete for each Team Member)

Name of Employee:		
Position		
General Information	Name:	Date of Birth:
	Telephone:	
	Fax:	
	Years with Present Employer:	

Employment Record:

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project:

DD/MM/YY		Company/Project/Position/Specific Tech experience
From	To	

Education:

Highest Level of Degree	Relevance of Degree to the Assignment
PhD	

MPhil	
Masters	
Other	

Certification:

Name of course/certificate	Brief description

Undertaking:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

_____ Date: _____

[Signature of staff member and authorized representative of the firm]

Day/Month/Year

Full name of staff member: _____

Full name of authorized representative: _____

Form T6

Technical Compliance Sheet for Backup Appliance Solution

Bidders are required to read the instructions carefully and respond strictly as per the guidelines.

Explanation (mandatory): Details with proof/reference on how the requirement will be fulfilled by the solution. Failure to provide technical details/explanation may result in technical disqualification of the bidder.

ENTERPRISE BACKUP APPLIANCE SOLUTION REQUIREMENT FOR DR SITE

S#	General Requirements (Non-Compliance shall lead to the rejection of Bids)	Compliant (Y/N)	Comment
1	Must Be listed in Latest Gartner/Forrester Wave for Backup Appliances		
2	Must Have OEM Presence in Pakistan for Minimum of 5 Years or more		
3	Must Have Minimum 5 Backup Appliance Deployments by Supplier		
4	Must offer 3 Years 24/7/365 Technical Supplier and OEM Support (parts and services both) from the date of commissioning		
5	Supplier must be authorized Silver partnership or higher		
6	Must Quote Onsite Installation and Configuration by supplier		
7	Must Quote Onsite Training and Certification 2 Persons		
8	Supplier must have at least two certified professionals of proposed hardware to support the offered equipment		

#	Features	Compliant (Y/N)	Comment
1.	Offered solution must be listed in Latest Gartner/Forrester Wave		
2.	Proposed capacity should fully ransomware protected including PR& DR		
3.	Backup Appliance should not require TAPE (VTL) emulation. Must be able to use advanced backup protocol to avoid data loss risk.		
4.	Integrated backup appliance must support Inline block level dedupe across all datasets. The solution must have built-in intrusion detection security software.		
5.	Integrated appliance and master server roles must support Linux O.S. with security harden implementation. It must support self-healing file system and built-in Intrusion detection software. Ransomware protection whitepaper must be attached to this compliance matrix.		

6.	Must have built-in Software Bare Metal Recovery Capabilities using Virtual Synthetics (accelerator). Backup Software should be able to recover a failed server to a bare metal system. Offer integrated Software Bare Metal Recovery Capabilities Both LAN and SAN		
7.	DR Integrated process with BMR (Backup software should be able replicate BMR backup images to the DR)		
8.	Having BMR function as a policy attribute not another Client or another Policy		
9.	Backup software should be able to convert BMR backup images into virtual machines (Physical 2 Virtual, P2V)		
10.	Solution must support Active/Active Backup Server implementation across main and DR site, with replicated catalogue information to ensure business continuity.		
11.	Automated Failover for client across sites and across storage nodes		
12.	Ability to scale up and scale out the implementation seamlessly to accommodate more policies, clients, and storage		
13.	Ability to Enhance ingestion speed through Storage server addition (scale-out architecture)		
14.	Reduce storage and network utilization by up to 80 to 90 percent across physical and virtual environments Offer choice of deduplication—source based, target based in-line process deduplication to meet the varying needs of physical and virtual environments, natively from the same deduplication appliance Offer bandwidth (WAN) optimized replication across sites to enhance disaster recovery option		
15.	Tape-out should be integrated with the Disk Backup Policy, one policy should manage the “backup image” across Main site, DR site and Tape out Facility in DR Integrated backup appliance must support direct connectivity with Tape library to eliminate proxy tape servers.		
16.	Provide a flexible solution that scales to the growing needs of the environment.		
17.	Backup software should have built-in support for VMWare and Hyper-V including CBT support for forever incremental policy.		
18.	Backup software should enable direct, proxy-less and LAN-free backups for vSphere and Hyper-V.		
19.	Offer Granular Recovery for VMware on both file and application level (SQL, Sharepoint and Exchange) in a single		

	step backup, without the need to copy, duplicate or restore the backup image to a different location. Offer Granular Recovery for VMware and Hyper-V at file level in a single step backup, without the need to copy, duplicate or restore the backup image to a different location.		
20.	Offer Granular Recovery for physical systems at application level (SQL, Sharepoint, Exchange and Active Directory) in a single step backup, without the need to copy, duplicate or restore the backup image to a different location		
21.	Offer SAN Based Backups for Virtual (VMware/Hyper-V) and Physical Machines Instant recovery for VMware backup images with ability to boot-up backup images from the disk storage pools, without having to restore the backup, with unlimited concurrent recoveries and support for vMotion vCenter Console Integration for reporting and recovery.		
22.	Should support VMWare Software defined storage environments, including those using vSAN and VVOL components.		
23.	Virtual machines residing on vSAN and VVOL must be automatically discovered and protected. Backup software must provide SCVMM plugin for Hyper-V, with ability to initiate recovery and monitor the progress of such recoveries.		
24.	Backup software should be able to automatically discover and protect new VMs for VMWare and Hyper-V. Must able to create dynamic intelligent policy based on query base VM listing.		
25.	Backup software should be able to automatically discover and protect new database instances for MS-SQL and Oracle		
26.	Should be able to protect Oracle/MS-SQL backups without Manual Scripts (Including Archive redo Log Truncation)		
27.	Should be capable of Guided Application recovery for Oracle (oracle Cloning through an interactive Wizard) RMAN catalog should be synchronized with all database backup image copies available within the data lifecycle.		
28.	Backup software should be able to utilize the backup appliance as the “landing pad” for all RMAN-directed operations, via a NFS share.		
29.	Backup software should provide “incremental forever” backup method by leveraging Oracle® Incremental Merge technology without scripting. Space-optimized full backup images should be automatically synthesized to prepare for fast recovery		
30.	Oracle DBA should be able to see all backup copies across the entire lifecycle within the Oracle RMAN recovery catalog. All subsequent copies made by Backup software must be synchronized with Oracle.		
31.	Backup software should be capable of configuring Multiple Schedules per Backup Policy with multiple client targets		

32.	Disk to Disk to DR to Tape backups with full automation in a single policy is required		
33.	Backup and Recovery Audit Trail is required with Roles Based Authentication security		
34.	Backup appliance Lockdown using an industry standard security software is needed		
35.	Backups over LAN should support 1Gbit/sec, 10Gbit/sec and 25Gbit/sec network ports		
36.	Support backup to physical Tape library, backup appliance should have FC connectivity for tape libraries Backup appliance should support backup over SAN, appliance should have FC connectivity to receive backup data on SAN		
37.	Full support for Windows, UNIX, HP-UX, IBM AIX, Solaris, Linux and other systems, with support for open file backups		
38.	Backup software should have the ability to generate an inline optimized synthetic FULL backup, from Incremental backups, thus allowing incremental backups forever. VMware, Hyper-V and File System backup (including NDMP) should support this functionality over LAN or SAN.		
39.	The proposed deduplication appliance must include licenses for deduplication of backup data from source and target		
40.	The management of the backup software and deduplication appliance must be from the same management console.		
41.	The backup deduplication appliance should also support acting as a backup server such that the backup appliance can work standalone without the need of any additional backup hardware (servers, storage, etc...) The appliance must offer multiple levels of deduplication optimizations, including application aligned deduplication, together with CPU and memory optimization.		
42.	Appliance must be capable of deduplicating complex data types (such as databases). Must fully integrate with native database backup mechanisms such as RMAN and provide advanced multiple stream-based deduplicated backup. Must support MSSQL, Oracle, DB2 and other databases.		
43.	The solution must not require purchase of additional backup software or deduplication licenses for DR sites (copies of original data)		
44.	The dedupe appliance must support deduped replication of backup data from deduplication appliance in primary site to a standard media server on the DR site. This removes any dependency on appliance and avoid lock-in. Dedupe appliance must support build your own appliance, virtual appliance and physical appliance form for future requirements. Backup software and appliance must be from single vendor.		
45.	The deduplication license should have no incremental cost as a result of longer retentions on backup deduplication appliance.		

46.	The dedupe license should be independent of hardware so replacing hardware should not incur new software license cost.		
47.	The deduplication appliance should support scalability, leveraging existing investments and caring new generations of expansion modules – each coming with enhanced CPU and memory power		
48.	The deduplication appliance must support multiple fiber channel interfaces and multiple Ethernet interfaces in the same appliance.		
49.	The deduplication appliance must support one-to-one, many-to-one, one-to-many, many-to-many replication topologies including catalog together replication capability for true DR Readiness.		
50.	The deduplication appliance must support 256bit encryption algorithm for data both during transfer (on the wire) and for data at rest (in the appliance) without the need for any additional licenses.		
51.	Backup solution should be FIPS compliant		
52.	Backup software should be able to encrypt data on tape using industry standard algorithms		
53.	The deduplication appliance must be capable of reporting in the event of a failure. Must have standard SNMP/SMTP support and Call Home capability.		
54.	Backup solution should support industry standard cloud connectors like S3.		
55.	Backup software should support storage snapshot integration.		
56.	Backup Software must support security admin and workload admin role base access.		
57.	Backup Software should provide self-services, where-in clients can run their own backups and restores of Virtual Machines.		
58.	Backup software must be certified with modern workloads such as Docker/Container backup integration for future use cases. Must able to support legacy workloads on Unix, Linux, Windows as well as modern workloads and hyper converged infrastructure. Modern workloads backup integration must be agentless and scale-out parallel streaming capability.		
59.	The backup software must provide Operational Resiliency, Security and Compliance. Should allow creating a separate user for SQL admin, Oracle administrator,...etc.		
60.	The backup software must support integration with external certificate authority. Must support 2048bit keys for backup certificate authority.		
61.	The backup software should support automation and orchestration of test backups with Resiliency option.		

62.	The backup software should support DR to cloud without extra backup software license.		
63.	The Backup software must support unified single server deduplication for both dedupe to local disk or object storage or cloud storage.		
64.	The backup software must support single click fail over or rehearsal operation to club of VMs. DR Orchestration must support IP and DNS customization. DR Orchestration should not require extra license. Implementation of resiliency group might be required for future use case as part of DR plan.		
65.	The backup software must support vTPM, Vmware agentless everywhere.		
66.	The solution must support backup of Nutanix as agentless.		
67.	The solution must support Oracle RAC integration with parallel node writing/reading simultaneously for backup & recovery.		
68.	The solution must support instant access for MSSQL database.		
69.	The backup software must support Oracle Wallet integration for better security.		
70.	The solution must support dynamic NAS integration. Must support cross restore operation across filers.		
71.	Proposed solution must support widest workloads from edge to core to cloud with 800+ data sources, 1400 storage targets, 60+ cloud providers.		
72.	Must support RBAC (role-based access control) and must provide 9+ role-based templates.		
73.	Solution must support WebUI, SAML 2.0 support for SSO integration and must support user auditing by sending user audit logs to syslog.		
74.	Solution must support encryption in-flight and at-rest. Must support third-party key management with KMIP integration, 2048-bit or higher keys for backup certificated authority(CA) to ensure data integrity throughout the data journey.		
75.	Solution must support faster and more secure data encryption for both in-transit and at-rest using TLS 1.3.		
76.	Solution must be FIPS 140-2 Compliant.		
77.	Solution must support long-term retention (LTR) tier. Solution must support optimized duplication between short-term dedupe appliance to LTR without dedupe rehydration and without 3rd party server/gateway appliance.		
78.	Solution must support Isolated Recovery Environment (IRE). IRE setup must support eliminating the need for additional infrastructure when isolating and protecting data. Must allow to create an isolation boundary around an existing firewall and		

	to use the pull method to move data without the risk of introducing malicious activity from production to an isolated environment.		
79.	Proposed Appliance must provide immutable storage and help prevent ransomware from encrypting or deleting backup data.		
80.	Must provide recovery at scale by leveraging an integrated VM level DR Orchestration software without additional license. Solution must support multi-SLO for vmware to vmware DR orchestration. Also solution must support hyper-V to hyper-V, vmware to Azure, vmware to AWS for single click vm-level DR Orchestration.		
81.	Solution must support immutable storage for onprem dedupe appliance and must support AWS, Microsoft Azure, Hitachi Content Platform, Cloudian HyperStore, and Seagate Lyve Cloud S3 Object Lock immutable storage support.		
82.	Solution must support Artificial intelligence (AI)– powered anomaly detection. Solution must ensures data is always recoverable and enables businesses to take immediate action when ransomware strikes, isolating backups with malware and limiting its impact. Must be done without requiring extra license.		
83.	Solution must support integration with malware detection without requiring extra license.		
84.	Solution must support automatically pause data protection activities for the protected asset when an infection in a backup image is detected. These include backups, duplication, and expiration activities.		
85.	Solution must support parallel malware scanning.		
86.	Solution must support integration with security early warning systems, SIEM/SOAR.		
87.	Solution must support integration with cloud-based SIEM/SOAR Solutions.		
88.	Solution must support backup WebUI and/or JavaUI integration with 2FA/MFA SAML for enhanced secure login.		
89.	Credential Management System support for MSSQL workloads.		
90.	Integrated dedupe appliance solution must support immutable and indelible storage.		
91.	Solution must support TLS 1.3 for faster and more secure data encryption for both in-transit and at-rest data.		
92.	Solution must have integration with centralized monitoring for SaaS based O365 backups. For future case, it must be centralized monitoring.		
93.	Solution must support multi-tier backup copies. Ensure data is not only protected and to alternate locations but is stored in		

	lower-cost storage in a deduplicated format to avoid high, unexpected cloud costs.		
94.	Solution must support Kubernetes. Must support CSI snapshot integration, backup of persistent volumes, configuration files, name spaces etc to dedupe media.		
95.	Must able to perform VMware single- file recovery or any file system.		
96.	Must support Continuous Data Protection (CDP) for VMware		
97.	Must support Big Data and DB Support.		
98.	Must support VMware vCloud Director Integration.		
99.	Proposed solution must offer key features for providing ultra-secure copies of backups to recover from a cyber-attack/ransomware attack including; Automated Isolation / Air Gap, Data Immutability, behavioral based anomaly detection		
100	Solution should have an intelligent/AI based mechanism and machine learning without having dependency on virus signatures for detecting malicious activity/malware/ransomware.		
101	Solution must pause data protection (backup, duplication and Expiration) activities for the protected asset when an infection in a backup image is detected.		
102	Solution must support parallel malware scanning.		
103	2U backup appliance with Intel Xeon Scalable Third generation Silver 4314 or better		
104	64GB Ram or better		
105	10/25 GbE Ethernet/iSCSI-capable ports or better		
106	32 Gb Fibre Channel ports or better		
107	10 Gb Ethernet ports or better		
108	usable 36 TB scalable upto 400 TB or better		
109	All accessories and cables related to solution deployment included		

Signature: _____

Name: _____

Date: _____

Form F1
FINANCIAL PROPOSAL SUBMISSION FORM

[Date]

To:

Procurement Committee,
National Rural Support Programme,
IRM Complex, 7th Sunrise Avenue, Park Road,
Near COMSATS University, Islamabad.
Tel: (92-51) 8746170-73

Subject: Submission of Financial proposal Tender No. NRSP/BackupAppl/RQ-1943

Sir,

We, the undersigned, offer to provide the equipment & services for NRSP, in accordance with your Request for Proposal dated 27th Dec, 2024. We are hereby submitting our Financial Proposal.

Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations. We understand that NRSP may accept or reject our proposal without giving any reason.

We understand you are not bound to accept any Proposal you receive.
We remain,

Yours sincerely,

Authorized Signature:
Name and Title of Signatory:
Name of Firm:
Address:
Email:
Contact No.:

Form F2

FINANCIAL PROPOSAL FORMAT

S. No.	Description	Make/Model	Qty	Unit Price	Total Price	GST/ SST	T. Price with GST/ SST
1	Backup Appliance Solution (Hardware & Software) For DR Site		1 Each				
2	Installation, Configuration up gradation & Migration Services		1 Job				
3	Training Certification for 2 persons		1 Job				
Grand Total (PKR):							

Validity of Proposal:

Delivery Time:

Bid Security Amount:

Any other details or terms & conditions: -

Signature: _____

Name: _____

Date: _____

Annex-A
Code of Conduct and Ethics
(Non-Employee, consultants, vendors and third parties)

Upholding ethical standards protects the integrity, fairness, and transparency of the procurement process.

As a consultant/Vendor professional objective is to assist NRSP to add value to their enterprise, whether that enterprise takes the form of a business, a not-for-profit organization or any element of government.

As a consultant/vendor requires adherence to this Code of Conduct and Ethics as a condition of relation.

All consultants/vendors have pledged to abide by the NRSP's Code of Conduct and Ethics and their voluntary adherence to the Code signifies the self-discipline of the profession.

All individuals (non-employees) contracted or functionally related to NRSP, including executing entities and third-party vendors: -

1. Will serve NRSP with integrity, competence, objectivity, independence and professionalism.
2. Will only accept assignments that they are competent to perform; and will only assign staff or engage colleagues with knowledge and expertise relevant to the assignment.
3. Before accepting any assignment will establish with NRSP realistic expectations of the objectives, scope, expected benefits, work plan and fee structure of the assignment.
4. Will treat all confidential NRSP information appropriately; will take reasonable steps to prevent access to confidential information by unauthorized people and will not take advantage of proprietary or privileged information, for use by them or others, without the NRSP's permission.
5. Will avoid conflicts of interest, or the appearance of such, and will disclose to NRSP immediately any circumstances or interests that they believe may influence their work, judgment or objectivity.
6. Will not contact NRSP during the any pre-solicitation or evaluation phase in which participated, unless NRSP contact for any information.
7. Will offer to withdraw from assignment when they believe their objectivity or integrity may be impaired.
8. Will inform NRSP immediately if there is any change in contact person, email, address, directors, release of any of his/her employee or any such information which could be necessary for NRSP record.
9. Will represent the profession with integrity and professionalism in their relations with NRSP, colleagues and the general public.
10. Will report to appropriate authorities within or external to NRSP organization any occurrences of malfeasance, dangerous behavior or illegal activities discovered during the course of an assignment.
11. Will not offer commissions, gift, bribe, remuneration, or other benefits from himself or from a third party in connection with any assignment to NRSP, and will disclose in advance any financial interests.
12. Will promote adherence to the Code of Conduct and Ethics by all other staff working on their behalf.
13. Strive to treat all persons of NRSP with respect and courtesy in accordance with applicable international and national conventions and standards of behavior;
14. Never intentionally commit any act or omission that could result in physical, sexual or psychological harm to the beneficiaries we serve, or to their fellow workers;
15. Not condone or intentionally participate in corrupt activities or illegal activities. While respecting and adhering to these broader frameworks of behavior,
16. Shall not harass, discriminate, or retaliate against any other consultant/vendor or any member of society.
17. Shall make themselves available and fully participate in all administrative inquiries with completely honesty.
18. No NRSP employees shall solicit anything of value from a citizen or business for services that the NRSP is expected to provide.
19. Shall not remove NRSP property from its assigned place for personal use. Defacing or destroying NRSP property is vandalism and shall be dealt strictly.
20. Will not permit considerations of race, gender, nationality, religion, politics, sexual orientation or social status to influence professional behavior or advice.

21. Will be respectful of those whose wellbeing may be contingent. Will diligently apply objective judgment to all consulting assignments, based on the best information available. Will conduct independent research and analysis where possible, and will consult with colleagues and others who can help inform the judgment.
22. Will not use any services, goods, materials, technology and/or equipment provided by or paid for by NRSP for illegal, inappropriate, or otherwise disruptive activities, or in support of such activities.
23. Shall not place or display non-official notices in NRSP premises without prior written approval from the appropriate authority.
24. Shall not possess unauthorized weapons, illegal drugs, or alcohol on NRSP premises.
25. Shall strictly follow the NRSP's workplace policies while on any NRSP premises.

This Code of conduct is not exhaustive and may not anticipate every situation which may morally, ethically, professionally, legally compromise the employees or NRSP interests. In this regard NRSP expects to use sound judgment. However, compliance with this Code is a mandatory obligation owed by all consultants, third party vendors etc. Breach of this Code or any requirements mentioned in these Rules will result in disciplinary action and may lead up to cancellation of work order/registration including legal action or other appropriate disciplinary actions.

Anti-Money Laundering and Anti-Terrorism Financing Policy

Policy

“It is the policy of the NRSP to prohibit and actively prevent money laundering and any activity that facilitates money laundering or the funding of terrorism or criminal activities” by complying with all applicable requirements under the **Anti-Money Laundering Act 2010** (Act No. VII of 2010 - an Act to provide for prevention of money laundering) and **Anti-Terrorism (Second Amendment) Act, 2014** and its implementation regulations. Recently under the national action plan and SECP regulations money laundering has been identified as a major cause for corruption and criminal activities. Therefore, NRSP is very sensitive to ensuring that our platform is not used for any such purposes.
