



INDEPENDENT COMMISSION AGAINST CORRUPTION

REQUEST FOR QUOTATION (RFQ)

ICT INFRASTRUCTURE ARCHITECTURE DESIGN

RFQ: A11/0259

CLOSING DATE: 2PM Friday 9th September 2011

Non-Disclosure Statement

This document and all other information provided during the tendering process may contain confidential information that must not be used, copied or disclosed to third parties without the prior written consent of the Information Management & Technology Manager, Independent Commission Against Corruption.

Contents

1. BACKGROUND	4
2. PURPOSE OF THIS RFQ	4
3. SCOPE OF WORKS	4
3.1. Server Room	5
3.2. Core Infrastructure.....	5
3.3. Communications	5
3.4. Data Storage and Data Security	5
3.5. Disaster Recovery.....	5
3.6. End User Devices and support.....	6
3.7. Miscellaneous	6
3.8. The Road MAP and Project Plan.....	6
4. EXCLUSION	6
5. TIMEFRAME FOR THIS STAGE	7
6. EXPECTED OUTCOMES	7
7. CONFLICT OF INTEREST	7
8. RESPONDENT’S SUBMISSION	7
9. EVALUATION CRITERIA	8
10. SECURITY VETTING	8
11. INTELLECTUAL PROPERTY RIGHTS	8
12. CLOSING DATE	8
13. BRIEFING SESSION	9
14. FURTHER ENQUIRIES	9

1. BACKGROUND

In the second half of 2010, the Independent Commission Against Corruption (ICAC) engaged Unisys Australia to conduct a comprehensive review of its ICT Infrastructure. This review produced the following three documents:

- ICT Infrastructure Review (Current Status)
- ICT Infrastructure Strategy
- ICT Infrastructure Roadmap

Based on this study a business case was prepared and submitted to the NSW Treasury for funding to build a modern and scalable ICT infrastructure which will meet the Commission's current and foreseeable needs.

NSW Treasury has approved the funding and therefore the Commission is now commencing work on the ICT Upgrade Project.

2. PURPOSE OF THIS RFQ

The first stage in the ICT Infrastructure Upgrade Project is to develop detailed architecture designs covering all aspects of the ICT infrastructure i.e. the data centre (server room, air-conditioning, UPS, fire suppression systems, under floor cabling, racks, patch panels, etc), servers / virtualisations, network equipment (switches, routers, hubs), security (firewalls, etc) desktops / virtual desktops, printers/scanners/copiers, PABX and voice mail system, etc.

The purpose of this RFQ is to request the vendor organisation to provide a proposal and quote to prepare a complete ICT Infrastructure architecture design covering all aspects of a modern data centre under the Terms and Conditions of NSW Government Procurement Contract 2846: Storage, Server Platforms & Virtualisation Technologies and/or Contract 2020: ICT Services Approved Supplier Panel.

This request has been developed to guide and assist selected vendors to respond in a structured manner, with the vendor's response to include an appropriate level of detail so as to enable the ICAC to fairly and accurately assess the capacity and experience of the vendor organisation in the area of ICT infrastructure architecture design and selecting the proposal offering the best value for money for the Commission.

This request for a proposal and quotation is issued to selected vendors approved for supplying goods and services under NSW Government Contract 2846 / Contract 2020.

This architecture design will provide the basis for ICAC to prepare one or more tender/s for equipment and/or services to implement the proposed ICT infrastructure.

3. SCOPE OF WORKS

The design architecture should cover all aspect of the information & communication technology infrastructure as detailed in the Unisys "ICT Infrastructure Strategy" and "ICT Roadmap". Unisys has grouped these into following categories and sub-categories:

- 3.1. Server Room
 - New Server Room
 - Flooring
 - Server room air conditioning
 - Uninterrupted Power Supply (UPS)
 - Server Racks
 - Cable Management

- 3.2. Core Infrastructure
 - Core Switches
 - User switches
 - Management Network
 - Routers
 - Fiber Data Network
 - Server Consolidation i.e. VMWare
 - Windows Servers
 - File Servers
 - Database Servers
 - Directory Services
 - DNS\DHCP
 - Monitoring
 - Process Automation

- 3.3. Communications
 - Email
 - SMS\Fax Gateway
 - Remote Access
 - PDA Access
 - Office Communication Server
 - PABX
 - Voicemail
 - Call recorder

- 3.4. Data Storage and Data Security
 - Centralized Data Storage
 - Tiered Storage usages policy
 - System and Data Backup
 - Intrusion Detection
 - Security Monitoring Console
 - Compliance\Audit and Remediation
 - AntiVirus \ Spyware
 - Systems Recoverability

- 3.5. Disaster Recovery
 - Process
 - DR SLA's
 - Desktops\laptops

- 3.6. End User Devices and support
- Terminals\Thin Clients
 - PDAs
 - Software Management and Licensing
 - Printers, Scanners and Copiers
 - Support Tools
 - ITIL
 - IP Addresses

- 3.7. Miscellaneous
- Remote KVM
 - Naming Standards
 - Media Streaming
 - Internet Links
 - Video Conferencing
 - Performance Baseline
 - ITIL

3.8. The Road MAP and Project Plan

Provide a complete road map including dependency analysis, server migration plan, etc.

It is important for interested organisations to review and understand the work which has already been carried out by Unisys.

Organisations wishing to access UNISYS reports will need to submit an undertaking of 'Confidentiality and non-disclosure'. Please complete the form attached in Appendix A of this RFQ and fax it to ICAC on 9264 5364. On receipt of duly completed form, UNISYS reports will be emailed to your nominated email address.

The responding organisation will have the ability to bring together experienced resources in all of the above areas to develop a comprehensive design architecture which will allow the Commission to build a modern ICT infrastructure utilising the latest technologies and solutions.

4. EXCLUSION

ICAC is currently running the following applications systems:

1. Microsoft Office 2007
2. TRIM Electronic Document and Records Management System
3. MOCCA Management of Cases and Complaint Assessments System based on Microsoft Dynamics CRM
4. Sun Finance System
5. Aurion HR System including Electronic Self Service and Timekeeper modules
6. Internet Website based on Joomla CMS
7. Intranet Website based on Joomla CMS
8. A number of other software such as Dragonspeak, i2Analyst, MS Project, SPSS, etc

While the design architecture will include the hosting and integration of these applications with databases and/or other applications, it will not cover the actual applications.

5. TIMEFRAME FOR THIS STAGE

The Architecture Design Project must be completed by 18th November 2011 or earlier.

6. EXPECTED OUTCOMES

Listed below are the outcome expected from Architecture Design Project::

1. A comprehensive architecture design covering all aspects of the ICT infrastructure as detailed in the Unisys Review report. The architecture design must provide adequate details for prospective tenderers to be able to quote on equipment and services.
2. Itemised cost benefit analysis for each recommendations
3. Itemised cost estimate for each recommendations
4. Justification for recommending specific hardware, software and services

7. CONFLICT OF INTEREST

Responding organisations are required to disclose any conflict of interest in undertaking this project.

You will also be required to act completely impartially and in the best interest of the Commission while developing the architecture design and recommending particular hardware, software and services.

Justification will need to be provided when recommending any equipment and /or services from your own organisation and/or organisations directly or indirectly associated with it.

Your organisation will also not be seeking any commission or other benefits directly or indirectly from vendors of hardware, software and services recommended in your architecture desing.

8. RESPONDENT'S SUBMISSION

Following documents must be submitted in response to this RFQ:

1. Detailing your understanding of the scope of works.
2. Organisation's demonstrated experience in undertaking similar projects.
3. Demonstrated experience of each personnel proposed to this project in their respective area of expertise.
4. Name and contact details of two referees where similar work has been undertaken by the organisation and/or key members of the proposed team
5. A fixed price for completing this Project
6. A proposed project plan with the view to complete the project by 18th November 2011.
7. Milestones and details of progress payments

8. Details of any conflict of interest

It is the Vendor's responsibility to ensure that all information provided is completely accurate. Responses are to be carefully checked by the Vendor before lodgement to ensure the correct prices/rates and conditions have been stated.

Should the Vendor find any discrepancy, error or omission in the RFQ documents they shall notify the RFQ contact in writing thereof on or before the date and time of the closing of responses.

9. EVALUATION CRITERIA

The criteria to be used in the evaluation of quotations include, but are not limited to the criteria listed below. The criteria are provided to assist Vendor's in making an assessment of the suitability of their quotation and are not ranked in their order of importance.

- Vendor's understanding of the scope of the works
- Submission of all relevant information and documentation
- Demonstrated experience of the organisation in undertaking similar projects
- Demonstrated experience of proposed personnel in their respective areas of expertise.
- Quoted price and value for money.

10. SECURITY VETTING

Successful vendor and personnel assigned to this project will need to undergo security vetting as required under the ICAC Act.

11. INTELLECTUAL PROPERTY RIGHTS

ICAC will retain all Intellectual Property rights on all design documents produced by the vendor during this project.

12. CLOSING DATE

Responses must be received no later than **2:00PM Friday 9th September 2011** and are to be sent to:

Mr. Prakash Chordia
Information Management & Technology Manager
Independent Commission Against Corruption
Level 21, 133 Castlereagh Street
Sydney NSW 2000
Email: icac@icac.nsw.gov.au
Phone: 02-8281 5866, Mobile: 0413 355 045

13. BRIEFING SESSION

ICAC will conduct a briefing session on **Monday 29th August 2011 from 10:30AM to 12:30PM** at the following address:

Level 21, 133 Castlereagh Street
Sydney NSW 2000

You are encouraged to bring people with expert knowledge and experience in relevant areas as detailed above. Limiting the number of attendees to four will be appreciated.

14. FURTHER ENQUIRIES

Please contact the undersigned should you have further enquiry regarding this RFQ: Prakash Chordia, Information Management and Technology Manager. Phone: 02-8281 5866, Mobile: 0413 355 045

Appendix A



UNDERTAKING AS TO SECRECY OF INFORMATION

1. Section 111 of the Independent Commission Against Corruption Act 1988 applies to everybody who works for or with the Commission, as well as others, for example members of the Operations Review Committee.

2. Section 111(2) of the Independent Commission Against Corruption Act states:

"(2) A person to whom this section applies shall not, directly or indirectly, except for the purposes of this Act or otherwise in connection with the exercise of the person's functions under this Act:

- (a) make a record of any information; or
- (b) divulge or communicate to any person any information,

being information acquired by the person by reason of, or in the course of, the exercise of the person's functions under this Act.

3. This applies to you. You must not convey any such information to anybody without the express approval of a member of Senior Management, unless to do so is for the purposes of the Act, that is to say expressly permitted by statute, or for the clear purpose of fighting corruption as defined in the Act. If you are unsure, ask. If any such disclosure is made:

- (a) it should be made in writing, with a copy retained in Commission official records; or
- (b) there should be a written statement in those records of the fact of disclosure.

If a disclosure is made, and you are involved in the making of it, then you should be in a position to justify what you have done.

4. I have read and understood the above, and undertake to comply with Section 111(2).

5. I am aware that Section 111(2) provides for monetary penalty of up to \$5,000 and/or imprisonment for a period of 1 year for breach of the secrecy provision. I also understand that such a breach would mean I must leave the Commission.

ORGANISATION : _____

POSITION : _____

FULL NAME: _____

SIGNATURE: _____

DATE: _____