

	
Attention:	To whom it may concern
Date:	
From:	Oman Global Logistics Group SAOC (ASYAD)
Our Reference:	

Tender Title: C-024-19, Provision and Implementation of Group Hosting Services.

Dear Sir,

Oman Global Logistics Group SAOC (ASYAD), invites 'Tenderer' to Tender for the Work or Services in accordance with the terms and conditions set down in the Tender Documents. If you are a successful Tenderer you shall be required to enter into a Contract in accordance with the Form of Agreement.

The Tender Documents shall comprise the following Sections:

- T1 Invitation to Tender (this letter including the pages attached hereto)
- T2 Instructions to Tenderers
- T3 Data to be submitted by Tenderer
- C1 Form of Agreement (including Appendix "The Contract Schedule")
- C2 Special Conditions
- C3 General Conditions
- C4 Scope of Services
- C5 Schedules of Prices
- C6 ICV Specifications
- C7 Data Provided by Consultant
- C8 Non- Disclosure Undertaking

In the preparation and submission of the Tender, Tenderer shall comply with the Tender Documents. ASYAD reserves the right to disqualify the Tenderer if any of the requirements included in the Tender Documents are not met.

Yours faithfully,

For Oman Global Logistics Group SAOC (ASYAD)

SECTION T1, INVITATION TO TENDER





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1 Tender Overview

1.1 About Oman Global Logistics Group

The Sultanate of Oman has commenced activities to consolidate its various government-owned companies into several holding companies grouped by type of business or industrial activity. Logistics has been identified as one of those key focus industries.

Oman Global Logistics Group (ASYAD) has been set up to consolidate the government owned Logistics companies (except the air sector). ASYAD has a mandate to develop Oman's Logistics capabilities and to foster investment opportunities in the Logistics sector.

ASYAD subsidiaries – only those that ASYAD owns 50% + (“the Group”) involved in the Logistics sector including: 3 ports, 3 free zones, 1 economic development company, 2 shipping and 2 ship management companies, 1 dry dock company, the post office, the bus company, the railway and potential additions to the list.

Oman plans to establish itself as a premier global Logistics hub by taking advantage of its geographic location at the cross roads of trade midway between Asia and Europe, along with connections to East Africa, the Indian Subcontinent and Iran. By using overland highways and rail service Oman will become a natural gateway into the GCC Countries avoiding the politically sensitive Straits of Hormuz and reducing the distance ocean carriers must travel to reach Ports in the Arabian Gulf.

ASYAD has also been tasked with implementing the National Logistics Strategy (NLS), formerly known as Sultanate of Oman Logistics Strategy (SOLS).

The successful implementation of NLS will enable Logistics to become a major contributor to the Oman economy, facilitating economic diversification, creating significant new employment opportunities and delivering improved performance rankings in key world operating indices. Thus the result of NLS will make Oman a major global Logistics hub, leveraging its geographical advantages along with its significant recent investment in its Logistics infrastructure.

1.2 Description of Scope of Service:

1. Introduction

ASYAD is seeking to contract a reputable Cloud Service providers to serve ASYAD cloud requirements and OpCo's such as need for virtual servers accessible by the Group, need for virtual servers accessible by ASYAD, the need for hosting services to host resources accessible through the Internet, the need to host ASYAD's servers in a co-location setup, the need for backup services and security monitoring. The project shall include design, installation, implementation, configuration, testing, migration, support, maintenance, and documentation as detailed in this Scope. ASYAD and OpCo's require single, easy-to-use interface to manage resources hosted by cloud service providers to add and edit required resources instantly.

2. Hosting Requirements

VIRTUAL SERVERS SPECIFICATION																
Sr	Server Name	Name of Application and/or DB (Exchange, SAP, Oracle etc)	Qty	Database vendor, version and edition. Example : Oracle 11 G enterprise	VIRTUAL CPU	RAM	Public IP Required	Load balancer required	STORAGE SIZE IN GB	Cluster (yes/No)	OS Version (Windows Standard, Enterprise, Linux, IBM AIX, AS400)	Backup	Confirmation from the application team whether the server can run as an VM in Vmware	Remarks	Project	Access
1	TBD	Tableau Server	1		8 Cores	32 GB	No	No	500 GB	No	Latest standard of server OS	yes	Yes	N/A	MDM	Group
	TBD	Staging & DIG store	1	MS SQL Server 2016	8 Cores	32 GB	No	No	1500 GB	No	Latest standard of server OS	yes	Yes	N/A		Group
2	Server	Database Server	2	SQLSRVCore 2017 SINGL OUP 2Lic NL Corelic Olf6	8 cores	32 GB	Yes	Optional	300 GB SAS	NA	WindowsCore 2019 SINGL OUP 18Lic NL Corelic	Yes	Yes		FCCS	Group
	Storage	Storage	1						1.1 TB			Yes				
3	Web server1	Apache Server	1	PHP 7	8	16	Yes	Yes	100 GB	No	Ubuntu 18	yes	Yes	Apache mod_rewrite module required	OIC Portal	External
	Web server2	Apache Server	1	PHP 7	8	16	Yes	Yes	100 GB	No	Ubuntu 18	yes	Yes	Apache mod_rewrite module required		
	Database Server1	MySQL	1	MySQL version 5.0.15 or greater or any version of MariaDB	8	16	No	No	101 GB	No	Ubuntu 18	yes	Yes			
	Database Server2	MySQL	1	MySQL version 5.0.15 or greater or any version of MariaDB	8	16	No	No	102 GB	No	Ubuntu 18	yes	Yes			
	Tableau Server	Tableau Server	1	Tableau	8	16	Yes	No	50 GB	No	oft Windows Server 2016 or Ubuntu 18	yes	Yes			
4		SharePoint Front End	2	Microsoft SharePoint Server 2016	8 Cores	16 GB	internet only	yes	300 GB	Yes	Latest standard of server OS	yes	Yes		ASIAD Portal	Group
		SharePoint App) Backend Network	2	Microsoft SharePoint Server 2016	8 Cores	16 GB		Yes	300 GB	Yes	Latest standard of server OS	yes	Yes			
		SQL Backend Network	2		8 Cores	32 GB		Yes	300 GB+ SAN	Yes	Latest standard of server OS	yes	Yes	H/A		
		SAN storage						Yes	3 TB			yes				
	Active Directory for Group		2		8 Cores	32 GB	internet only	Yes	500 GB	Yes	Latest standard of server OS	yes	Yes			
5	TBD	Active Directory	1		8 Cores	32 GB	internet only	No	500 GB	No	Latest standard of server OS	yes	Yes	migrated to the respective upgraded/virtualized server.	Corporate	Asyad
	TBD	File Server -1	1		8 Cores	32 GB	internet only	No	20 TB us	Yes	Latest standard of server OS	yes	Yes	1- This server will be migrated to the respective upgraded/virtualized server. 2- Vendor will ensure the full document and folder structure and user accesses right will be migrated to new virtual server.	Corporate	
	TBD	File Server -1	1		8 Cores	32 GB	internet only	No							Latest standard of server OS	
	TBD	Manage Engine	1		8 Cores	32 GB	internet only	No	500 GB	No	Latest standard of server OS	yes	Yes		Corporate	
	TBD	Attendance System	1		8 Cores	23 GB	internet only	No	500 GB	No	Latest standard of server OS	yes	Yes		Corporate	
6	asyad.om	Sitefinity	2		4 GB	4 GB	Yes	Yes	80 Gb	Yes	Latest standard of server OS	yes	Yes	Need to move the hosting here in Oman	Asyad website	External
7	imco.edu.om	Wordpress	1	MySQL	4 GB	4 GB	Yes		40 GB		Linux	yes	Yes	Need to move the hosting here in Oman	IMCO Website	Extranal
8	mwasalat.om			MSSQL Express 2017	4 GB	8 GB	Yes	Yes	500 GB		Windows Server 2016	yes	yes		Mwasalat website	Extranal

Table. 1. List of services to be hosted

- **ASYAD:** accessible by ASYAD HQ
- **Group:** Accessible by ASYAD Group companies
- **External:** Accessible through the Internet by everyone

3. Instructions

- 3.1. Bidders are required to carefully study the current environment in ASYAD HQ and OpCos
- 3.2. Bidders are required to observe industry standards and technology trends, as well as laws, regulations and standards in the Sultanate of Oman

4. Requirements

4.1 General

The below requirements are applicable to all services mentioned in Table. 1.

- 4.1.1 Provision of Windows remote access to control the administration panel.
- 4.1.2 Provision of Antivirus and antimalware for all servers.
- 4.1.3 All solution to be IPv6 ready
- 4.1.4 Provision of 24 x 7 x 365 monitoring of the environment
- 4.1.5 Provision of 24 x 7 x 365 support to hosted services
- 4.1.6 Vulnerability scans of hosted solutions and environment, every quarter
- 4.1.7 Penetration Testing of hosted solutions and environment twice times per year
- 4.1.8 Provision of full solution diagram with network setup, security controls, and architecture.
- 4.1.9 Provision of N+N redundancy in cooling and power
- 4.1.10 Provision of Incident management plan
- 4.1.11 Provision of OS Updating and patching regularly
- 4.1.12 Provision of End-user dashboard to monitor the condition of servers and services
- 4.1.13 Provision of Virtual servers' encryption
- 4.1.14 Availability of Physical security (CCTV, Access Control, fire alarms, segregation of duty).

4.2 ASYAD System

The below requirements are required for ASYAD Systems (Sr. 5 in Table. 1.)

- 4.2.1 All communication from and to this environment shall be encrypted.
- 4.2.2 The solution has to be isolated and only accessible to ASYAD HQ.
- 4.2.3 Solution to be fault tolerance with high availability.
- 4.2.4 Live migration of virtual machines across servers with no or minimal disruption to users or loss of service
- 4.2.5 Clearly state any licensing requirements involved. It shall be included in the bid
- 4.2.6 The bidder must upgrade the existing servers mentioned in Sr 5 in Table. 2. to the latest Microsoft server version

4.2.7 Migration of the servers in Table. 2. to their respective new updates upgraded/ virtualized servers. The Environment would be fault-tolerant and highly available.

4.2.8 Active Directory, DNS & Secondary DHCP

- Migrated to the respective upgraded/virtualized server.
- This server to be configured as secondary AD, DNS, & DHCP

4.2.9 File Servers

- This server will be migrated to the respective upgraded/virtualized server.
- The vendor will ensure the full document and folder structure and the user accesses right will be migrated to the new virtual server.

4.2.10 Manage Engine

- To provide a windows server

4.2.11 Attendance System

- To provide windows server

4.2.12 Current Configuration

S. No	Server	OS	HDD	CPU	RAM	Physical \ Hyper-V
1	AD Secondary	Windows Server 2012 R2 Standard Edition (x64)	500 GB	Intel(R) Xeon(R) CPU E5-2667 0 @ 2.90GHz	16 GB	Physical
2	File server	Windows Server 2012 R2 Standard Edition (x64)	3.2 TB	Intel(R) Xeon(R) CPU E5-2609 v2 @ 2.50GHz	16GB	Physical
3		Windows Server 2012 R2 Standard Edition (x64)	1.2 TB	Intel(R) Xeon(R) CPU E5-2609 v2 @ 2.50GHz	16GB	Physical
4		Windows Server 2012 R2 Standard Edition (x64)	1.7 TB	Intel(R) Xeon(R) CPU E5-2609 v2 @ 2.50GHz	16GB	Physical
5		ManageEngine	Windows Server 2012 R2 Standard Edition (x64)	300 GB	Intel(R) Xeon(R) CPU E5-2609 v2 @ 2.50GHz	16GB
6	Attendance System	Windows Server 2012 R2 Standard Edition (x64)	80 GB	Intel(R) Xeon(R) CPU E5-2609 v2 @ 2.50GHz	16GB	Physical

Table. 2. Current configuration in ASYAD HQ

4.2.13 Firewall Requirements

The server environment shall be protected with a firewall against all kind of attacks (internal and external)

4.2.14 Project Documentation

The Vendors shall provide the following project documentation: -

- Baseline Project Plan
- Regular Updates to Project Plan

4.2.15 User Acceptance Test

The selected vendor with ASYAD Team shall test the implementation and to insure meeting the requirements with an accepted performance.

The selected vendor and ASYAD shall develop test scripts and perform the test before bringing the newly implemented environment to production.

In case a failure encountered during the UAT, the Vendor should rectify the root cause and prepare for another UAT.

4.3 Group Systems:

The below requirements are required for Group Systems (Sr 1,2 and 4 in Table. 1.)

4.3.1 General

- 4.3.1.1 To ensure seamless connectivity, the bidder is responsible study and design a network that results in no conflict with OpCo's networks.
- 4.3.1.2 Build a secure & highly available environment that will be accessible to all OpCo's infrastructure and to implement a Highly Available federated AD in order to integrate with all OpCo's domains
- 4.3.1.3 This environment will be operated by ASYAD HQ.
- 4.3.1.4 The environment shall support multiple WAN connections technologies (such as Site – to – site VPN & MPLS)
- 4.3.1.5 The bidder will connect all OpCo's networks to the environment 1,2 and 4 in table 1 and will insure that there is no conflicts between networks.

4.3.2 Security Requirements

- 4.3.2.1 All communication from and to this environment shall be encrypted.
- 4.3.2.2 This environment shall be protected behind HA Firewalls and all ports shall be closed except ports required to operate the hosted systems
- 4.3.2.3 SIEM shall be installed (Configured) to monitor the logs and traffic (ASYAD Shall have access to the SIEM)
- 4.3.2.4 The environment shall be protected from Zero-day attacks (solution details to be shared)
- 4.3.2.5 Provision of DDoS attack protection (solution details to be shared)
- 4.3.2.6 Provision of Data Loss prevention (solution details to be shared)

4.4 Web hosting

The below requirements are required for webhosting (Sr 3,6,7, and 8 in Table. 1.)

- 4.4.1 Malware scanning Per URL.
- 4.4.2 Provision of SSL security Certificate
- 4.4.3 Application code scans every quarter
- 4.4.4 DDoS Protection (WAF)

5. SLA

- 5.1 to achieve 99.9% Availability
- 5.2 Updates and minor maintenance window to be outside service hour and after getting ASYAD Approval.
- 5.3 Major Change window must be during weekends and for a maximum 6 hours and after getting ASYAD Approval
- 5.4 To comply to the below service level

Service	Coverage	Target	Max Down Time (Hours/Years)
Power & Electric	24x7	99.9%	1h 45m
Air Conditioning	24x7	99.9%	1h 45m
Environment Monitoring	24x7	99.9%	1h 45m
Physical Security	24x7	99.9%	1h 45m
Infrastructure	24x7	99.9%	1h 45m
Internet connectivity	24x7	99.9%	1h 45m

If the vendor failed to meet the above SLA, for each cumulative hour of service unavailability exceeding the Max down time mentioned above, ASYAD Group shall be entitled to one (1) day's credit pro-rated from Customer's Recurring Service Fees for the Data Center Services

6. Connectivity

- 6.1 4 Mbps internet leased line for Asyad requirement as (Sr. No. 5) from Table. 1.
- 6.2 2 Mbps internet leased line for Group requirement as (Sr. No. 1,2,4) from Table. 1.

7 Backups

The below requirements are required for all requirements (Sr 1,2,3,4,5,6,7 and 8 from Table. 1.)

- 7.1 Live full disc to disc backup for all servers to be taken in the first day of every month (2-month backup shell be available)
- 7.2 Live daily incremental backup to be taken (2-month backup shell be available)
- 7.3 Backup Taps, full back up taken monthly and sent to ASYAD HQ (6 months)

8. Reports and Documentations

- Incident Management Plan and Procedures
- Periodic Reporting

2. Minimum Requirements-Go/No Go

- Vendor Must Be ISO 27001:2013 Certified
- All data and systems must be hosted in Oman
- The vendor must be certified by a trusted third party in:

- Operating Multiple data links and hosting duplicate equipment (This will be verified by ASYAD team in a site visit).
- Achieving 99.9%, uptime
- The vendor must be a commercial data center operating in Oman
- Minimum of two resources (full time employees of the bidder) to hold certification in Security, two resources to hold certification in Networking and two resources to hold certification in Virtualization
- 100% compliance with the Technical requirement

Technical Compline’s Requirements

General			
Point	Requirements	Yes / No (By Bidder)	Comments
4.1.1	Provision of Windows remote access to control the administration panel.		
4.1.2	Provision of Antivirus and antimalware for all servers		
4.1.3	All solution to be IPv6 ready		
4.1.4	Provision of 24 x 7 x 365 monitoring of the environment		This will be verified by ASYAD team in a site visit
4.1.5	Provision of 24 x 7 x 365 support to hosted services		This will be verified by ASYAD team in a site visit
4.1.6	Vulnerability scans of hosted solutions and environment, every quarter		
4.1.7	Penetration Testing of hosted solutions and environment twice times per year		
4.1.8	Provision of full solution diagram with network setup, security controls, and architecture		
4.1.9	Provision of redundancy in cooling and power		This will be verified by ASYAD team in a site visit
4.1.10	Provision of Incident management plan		
4.1.11	Provision of OS Updating and patching regularly		
4.1.12	Provision of End-user dashboard to monitor the condition of servers and services		This will be verified by ASYAD team in a site visit
4.1.13	Provision of Virtual servers’ encryption		
4.1.14	Availability of Physical security (CCTV, Access Control, fire alarms , segregation of duty)		This will be verified by ASYAD team in a site visit
ASYAD Systems			
SR	Requirements	Yes / No (By Bidder)	Comments
4.2.1	All communication from and to this environment shall be encrypted		
4.2.2	The solution has to be isolated and only accessible to ASYAD HQ		
4.2.3	Solution to be fault tolerance with high availability		

4.2.4	Live migration of virtual machines across servers with no or minimal disruption to users or loss of service		
4.2.5	Clearly state any licensing requirements involved. It shall be included in the bid		
4.2.6	The bidder must upgrade the existing servers mentioned in Sr 5 in Table. 2. to the latest Microsoft server version		
4.2.7	Migration of the servers in Table. 2. to their respective new updates upgraded/ virtualized servers. The Environment would be fault-tolerant and highly available		
4.2.8	Active Directory, DNS & Secondary DHCP <ul style="list-style-type: none"> - Migrated to the respective upgraded/virtualized server. - This server to be configured as secondary AD, DNS, & DHCP 		
4.2.9	File Servers <ul style="list-style-type: none"> - This server will be migrated to the respective upgraded/virtualized server. - The vendor will ensure the full document and folder structure and the user accesses right will be migrated to the new virtual server. 		
4.2.10	Manage Engine <ul style="list-style-type: none"> - To provide a windows server 		
4.2.11	Attendance System <ul style="list-style-type: none"> - To provide windows server 		
4.2.12	Fully compliance for Current Configuration		
4.2.13	Firewall Requirements <ul style="list-style-type: none"> - The server environment shall be protected with a firewall against all kind of attacks (internal and external) 		
4.2.14	Project Documentation The Vendors shall provide the following project documentation: - <ul style="list-style-type: none"> - Baseline Project Plan - Regular Updates to Project Plan 		
4.2.15	User Acceptance Test The selected vendor with ASYAD Team shall test the implementation and to insure meeting the requirements with an accepted performance. The selected vendor and ASYAD shall develop test scripts and perform the test before bringing the newly implemented environment to production. In case a failure encountered during the UAT, the Vendor should rectify the root cause and prepare for another UAT.		
Group Systems			

SR	Requirements	Yes / No (By Bidder)	Comments
4.3.1.1	To ensure seamless connectivity, the bidder is responsible study and design a network that results in no conflict with OpCos networks		
4.3.1.2	Build a secure & highly available environment that will be accessible to all OpCos infrastructure and to implement a Highly Available federated AD in order to integrate with all OpCos domains		
4.3.1.3	This environment will be operated by ASYAD HQ		
4.3.1.4	The environment shall support multiple WAN connections technologies (such as Site – to – site VPN & MPLS)		
4.3.2.1	All communication from and to this environment shall be encrypted		
4.3.2.2	This environment shall be protected behind HA Firewalls and all ports shall be closed except ports required to operate the hosted systems		
4.3.2.3	SIEM shall be installed (Configured) to monitor the logs and traffic (ASYAD Shall have access to the SIEM)		This will be verified by ASYAD team in a site visit
4.3.2.4	The environment shall be protected from Zero-day attacks (solution details to be shared)		
4.3.2.5	Provision of DDoS attack protection (solution details to be shared)		
4.3.2.6	Provision of Data Loss prevention (solution details to be shared)		
Webhosting			
SR	Requirements	Yes / No (By Bidder)	Comments
4.4.1	Malware scanning Per URL		
4.4.2	Provision of SSL security Certificate		
4.4.3	Application code scans every quarter		
4.4.4	DDoS Protection (WAF)		
Service Level Agreement (SLA)			
SR	Requirements	Yes / No (By Bidder)	Comments
5.1	To achieve 99.9% Availability		
5.2	Updates and minor maintenance window to be outside service hour and after getting ASYAD Approval		
5.3	Major Change window must be during weekends and for a maximum 6 hours and after getting ASYAD Approval		
5.4	Fully comply service level table		
Connectivity			
SR	Requirements	Yes / No (By Bidder)	Comments

6.1	4 Mbps internet leased line for Asyad requirement as (Sr.No . 5) from Table. 1		
6.2	2 Mbps internet leased line for Group requirement as (Sr.No . 1,2, 4) from Table. 1		
Backups			
SR	Requirements	Yes / No (By Bidder)	Comments
7.1	Live full disc to disc backup for all servers to be taken in the first day of every month (2-month backup shell be available)		
7.2	Live daily incremental backup to be taken (2-month backup shell be available)		
7.3	Backup Taps, full backup taken monthly and sent to ASYAD HQ (6 months)		
Reports & Documentation			
SR	Requirements	Yes / No (By Bidder)	Comments
	Incident Management Plan and Procedures		
	Periodic Reporting		

3. Requirements to Collect Tender Document

a. Tenderer Details Sheet

- i. In order to correctly identify the Tenderer and the Tenderer's point of contact for this Tender Process, Appendix 1 shall be completed by the Tenderer and presented, by hand or scanned and forwarded via email tenders@asyad.om, to ASYAD tender section before the tender documents can be released to the Tenderer.

b. Tender Fee

The Tender Fee for this Tender is RO 100.

- i. A cheque with above mentioned value in favour of "ASYAD" and identifying the Tenderers' name and the Tender number (e.g. Int. Tenderer Co. deposit for Tender C-036-18) must be presented, by hand, to the Tender Section before the Tender Documents can be released to the Tenderer.

c. Confidentiality Declaration

- i. Prior to the submission of proposals the Tenderer shall sign the attached Confidentiality Declaration (Appendix 2). The Confidentiality Declaration must be completed, signed by an authorised person, stamped with the Tenderers company stamp, and be presented, by hand or scanned and forwarded via email tenders@asyad.om, to ASYAD tender section before the tender documents can be released to the Tenderer.

4. ASYAD Contact Point

- a. All communication with ASYAD shall be through Clarification Requests, in writing and addressed to tenders@asyad.om . No Clarification Requests shall be entertained after the Clarification Request Closing Date included in the table in Article 6 below.

5. Tender Bond

To ensure conformance of the Tender, ASYAD requires the Tenderer to issue a Tender Bond in the exact format detailed in Section T3. The value of this Tender Bond shall be indicated in Section T3. The Tender Bond shall be forwarded to ASAYD as part of the Technical Tender under separate cover. The Tender Bond shall be enforced in the event that Tenderer fails to accept award of the contract or purchase order. ASYAD reserves the right to reject any tender submitted without a Tender Bond.

6. Pre Bid Clarification Meeting

- i. A pre bid clarification meeting may be held depending on the requirement during the bidding stage.

7. Outline Tender Process and Submission of Tender

- i. The technical Proposal submission date and the commercial Proposal submission date are the same but the technical Proposal and commercial Proposal shall be submitted in individually sealed separate packages. the opening of the technical Proposal and commercial Proposal as detailed in Section T3, Data to be submitted by tenderer, point 1.2.
- ii. The proposed Tender Process schedule is:

Activity	Date
Issue of T1-Invitation to Tender	12 th September 2019
Tender Documents available for collection	12 th September 2019
Final date for collection of Tender Documents	19 th September 2019
Clarification Request Closing Date	24 th September 2019
Tender Submission Date	26th September 2019

Tenders to be submitted by 02.00 PM on or before Tender Submission Date.

8. Tender Award

In the event that ASYAD considers Tenderer to be commercially a potentially successful competitor for the award of the contract, ASYAD may subject Tenderer to a further technical and financial evaluation.

ASYAD reserves the right to award the Tender on split basis or to award this tender one or more technically accepted tenderers.

9. Appendix 1 – Tenderer Details for this Tender

Contract/ Tender number	C-024-19, Tender # C-024-19, Provision and Implementation of Group Hosting Services.
Contract/ Tender title	
Full name of Tenderer	
Postal Address	
City	
Country	
Web site	
Office main tel number	
Country of registration	
Status in Oman	Agent / locally registered branch office / Omani LLC / foreign company
Ownership details (percentages and names, indicate where Omani)	- XX% - - XX% - - XX% -

Tenderer’s representative to which all Tender correspondence shall be addressed

Name of person	
Fax number	
Telephone number	
GSM number	
e-mail address	

Tenderer’s agent in Oman (if applicable)

Omani agent name	
Postal address	
Fax number	
Telephone number	
GSM number	
e-mail address	
Our Omani agent is permitted to pick up the tender documents on our behalf	Yes No, we will pick up the documents ourself. No, please send the documents to my foreign address stated above.

Tender Documents Received by:

Signature

Resident Card No.....

10. Appendix 2 – Confidentiality Declaration

The undersigned having its principal office (The 'Tenderer') hereby declares vis-à-vis Oman Global Logistics Group SAOC (ASYAD), P.O. Box 470, PC 115 Muscat, Sultanate of Oman (The Company) to accept the following terms and conditions on which the Company is prepared to communicate to the Tenderer certain Confidential Information pertaining to the Work under the above mentioned Tender as hereinafter defined.

a. Definitions

i. Confidential Information

shall mean all knowledge, data or information acquired by Tenderer from, or disclosed to Tenderer by the Company, or on behalf of Company, in connection with the Tender Documents, Clarifications and the Tender Process in writing, drawings, magnetic tapes, computer programs or in any other way, as well as all knowledge, data or information derived there from, to the extent that such knowledge, data or information at the time of such acquisition or disclosure is not either already in the unrestricted possession of Tenderer or part of public knowledge or literature.

ii. Confidential Record

Shall mean all Tender Documents, Clarifications and any other material containing Confidential Information.

iii. Third Party

Shall mean any party other than ASYAD, or Tenderer.

b. Confidentiality

i. Tenderer shall preserve and cause its employees to preserve the confidentiality of any Confidential Information.

ii. Tender shall not for any purpose other than the preparation and submission of a Tender disclose to any Third Party or enable any Third Party to note the fact that Tenderer has been invited to submit a Tender and/or, if applicable, the fact that the Contract is awarded to Tenderer; reproduce, copy or use, or disclose to, place at the disposal of or use on behalf of any Third Party or enable any Third Party to read, copy or use, any Confidential Information; except with the prior written consent of ASYAD.

iii. The undertakings above shall continue insofar and for so long as the Confidential Information or Confidential Record in question has not:

- a) become part of the public knowledge of literature otherwise than through any act or default on the part of Tenderer; or
- b) been disclosed to Tenderer under an obligation to maintain secrecy by a Third Party (other than one disclosing on behalf of ASYAD, who could lawfully do so and who did not derive such Confidential Information or Confidential Record from ASYAD).

c. Copyright

i. The copyright in any Confidential Record shall, in the absence of any express provision to the contrary thereon, be vested in ASYAD. Copyright in any record containing geological or geophysical data acquired or generated by Tenderer in connection with the Contract shall be vested in ASYAD.

d. Return of Confidential Record

- i. If tenderer declines to submit a Tender or is notified that its Tender is unsuccessful, upon written notification thereof by ASYAD, tenderer shall destroy electronic copies and return all hard copy tender documents including addenda and clarifications to ASYAD.

e. Third Parties

- i. Tenderer shall ensure that if under the terms of this confidentiality agreement any of the confidential information comes to the knowledge and/or in the possession of any third party, tenderer shall require from such Third Party that it shall abide by stipulations equivalent to those contained in this confidentiality agreement.

f. Validity

- i. This confidentiality declaration shall be valid for a period of (three) 3 years from the date signed by the tenderer.

Agreed and accepted this

..... Day of 2019

And signed by a duly authorized person on behalf of the Tenderer

(Signature) _____

Name: _____

Position: _____

For: _____