



Provincial Treasury
Procurement Services
Office of the Comptroller

PO Box 2000
Charlottetown, PE
C1A 7N8

Tel: (902) 368-4040
Fax: (902) 368-5171
www.gov.pe.ca

Quotation No.	2067	Revision	Page
			1

This Is Not an Order - Inquiry Only
Request for Quotation

Ship to:
Information Technology Share
4th Floor Sullivan Bldg.
16 Fitzroy Street , PO 2000
Charlottetown, PE C1A 7N8
CA

Vendor NAME _____
ADDRESS _____

**Quotation May Be Split
Between Two or More Vendors**

Customer Acc. No.	Vendor No. 10335	Date of Request/Buyer 07-FEB-07	Revised Date/Buyer 07-FEB-07 D Gallant
Payment Terms		Ship via	F.O.B. Destination
Freight Terms		Quote via	Confirm to/Telephone
Quote No Later than 27-FEB-07		Closing Bid Date 27-FEB-07	Quote Information Valid

ITEM	PART NUMBER/DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	PST
	THIS TENDER OPPORTUNITY IS ISSUED IN ACCORDANCE WITH THE PROVISIONS OF THE ATLANTIC PROCUREMENT AGREEMENT AND THE AGREEMENT ON INTERNAL TRADE.					
	PLEASE NOTE: QUOTATION TO BE RETURNED BY 12:00 NOON, ATLANTIC TIME ON THE CLOSING DATE.					
1	FOR THE SUPPLY OF A WEB FILTERING SOLUTION AS PER ATTACHED SPECIFICATIONS.	1.00	Each			
	CONTACT PERSON: COLIN BEATON PHONE NO: (902) 620-3462					

Mail to: Procurement Services P.O. Box 2000 Charlottetown, PE C1A 7N8
Deliver To: Procurement Services Shaw Building Room 27, Second Floor 105 Rochford Street Charlottetown, PE
Quotation to Be Returned by 12:00 Noon on Closing Date

Total

Vendor Signature _____ Date _____ Procurement Services _____



Provincial
Treasury

Request for Quotation
For
Web Filtering Solution

RFQ #: 2067

February 2007

Provincial Treasury
IT Shared Services
P.O. Box 2000
Charlottetown, PE C1A 7N8

Table of Contents

1.0	INVITATION	2
2.0	INTENT OF RFQ	2
3.0	DECLARATION	3
4.0	INSTRUCTION TO BIDDERS	3
5.0	EXAMINATION OF DOCUMENTS	4
6.0	PROTECTION	4
7.0	MATERIALS	4
8.0	WORKMANSHIP	5
9.0	CONTACT PERSON	5
10.0	SERVICE	5
	10.1.0 <u>DELIVERY</u>	5
	10.2.0 <u>WARRANTY</u>	5
11.0	PRICE & PRODUCT STRUCTURE	6
12.0	INSTRUCTIONS TO VENDOR	6
	APPENDIX I	8
	APPENDIX II	13

1.0 INVITATION

- 1.1 Your firm is invited to submit tender proposals for the supply of a web filtering solution, as listed in Appendix I.
- 1.2 A contractual agreement shall exist between the successful Bidder and the Department of Provincial Treasury on behalf of the Province of Prince Edward Island. The Province of P.E.I. will not enter into contractual agreements with affiliates, agencies, etc. of the Bidder. The contract shall be with the successful Bidder.
- 1.3 The Department of Provincial Treasury represents all Departments, Crown Corporations, and Agencies as listed in Schedules A, B & C of the *Financial Administration Act*.
- 1.4 The Bidders are requested to quote on delivery FOB to the Government Office specified on the purchase order for solution requested.
- 1.5 This Invitation To Tender neither expresses nor implies any obligation on the part of the Province of Prince Edward Island to enter into a contract with any supplier submitting a tender(s).
- 1.6 The Department of Provincial Treasury knows it needs to purchase a minimum of 2500 web filtering licenses. However, Provincial Treasury is considering providing web filtering to all of its Internet users. Because of that, Provincial Treasury also requires pricing over and above the minimum requirement.
- 1.7 Bidders are advised that the contract pricing reflected in this document may be used for a period not exceeding twenty four (24) months, unless both parties agree to an extension and is signed by both parties.

2.0 INTENT OF RFQ

- 2.1 IT Shared Services (ITSS), a division of the Department of the Provincial Treasury, Government of Prince Edward Island, is responsible for providing data and voice communication services to departments and agencies of the Government of PEI.
- 2.2 ITSS is responsible for managing Internet access across the Government network. As part of that responsibility, ITSS wants to include a web filtering tool to assist with the management.
- 2.3 ITSS has determined that two tools will provide the functionality it requires and will make its selection based on what is submitted by the vendors. The intent of this RFQ is to obtain pricing on the two solutions listed in Appendix I in order to make the best selection for the Government of Prince Edward Island.

- 2.4 Bidders are expected to follow the format identified in Appendix I.
- 2.5 ITSS wants to be able to have the solution received prior to March 31, 2007.

3.0 **DECLARATION**

- 3.1 The Province reserves the right to:
- i) reject any or all proposals
 - ii) amend or supplement the Request for Quotation, giving equal information and cooperation to all vendors as a result of such amendments
 - iii) retain all responses to this Request for Quotation
- 3.2 All documents submitted, including Proposals, become the property of the Department. They will be received and held in confidence by the Department, subject to the provisions of the Freedom of Information and Protection of Privacy Act.
- 3.3 Information Technology Shared Services agrees that all Request for Quotation response material must be kept in strict confidence and be used only in the evaluation of these proposals.
- 3.4 All costs related to the preparation of a response to this Request for Quotation shall be borne in their entirety by the vendor.

GENERAL CONDITIONS

4.0 **INSTRUCTION TO BIDDERS**

- 4.1 Three copies of the proposal, one unbound copy plus one electronic CD copy are to be submitted.
- 4.2 The electronic copy must contain a spreadsheet, preferably Excel, with all required information for Appendix I
- 4.3 Sealed responses are to delivered on or before **Tuesday, February 27, 2007 12.00 PM noon** to the following attention:

Department of the Provincial Treasury
Procurement Services
95 Rochford Street
Room 27, 2nd. Floor Shaw Building
Charlottetown, P.E.I. C1A 7N8
Tel: (902) 368-4040

- 4.4 Facsimile responses, oral proposals or modifications, or telephone will not be considered.
- 4.5 All amendments to the RFQ will be posted on the Government of PEI website (www.gov.pe.ca/tenders/) for access by all Bidders. Bidders are expected to monitor this site on a regular basis to ensure they are aware of and consider all amendments to the RFQ in their response.
- 4.6 Signatures must be executed by principals authorized to make contracts.
- 4.7 Awarding of this contract will, for the most part, be on the basis of price. However, other factors will contribute to the final selection. Appendix II identifies the evaluation criteria, as the Government of Prince Edward Island is looking for the best overall value.
- 4.8 Any discussions, questions for clarifications, etc., are to be directed to:

Colin Beaton
Senior Technical Support, Infrastructure Support
IT Shared Services
Department of Provincial Treasury
Telephone: 902-620-3462
E-mail: crbeaton@gov.pe.ca.

- 4.9 All Bidders are responsible to report deficiencies and/or discrepancies in these specifications to the above named - this includes descriptions and product availability.

5.0 EXAMINATION OF DOCUMENTS

- 5.1 Bidders are expected to have examined the Proposal Documents and to have informed themselves as to existing conditions and limitations. Proposals shall cover the execution of the whole of the Document described in the specifications.

6.0 PROTECTION

- 6.1 All goods are to be delivered in original wrappings or containers with manufacturer's labels and seals intact.

7.0 MATERIALS

- 7.1 Materials shall be new (not refurbished), free from defects impairing strength, durability, or appearance and of the best commercial quality for purposes specified. **Letter**

confirming the intent to sell only new materials must be submitted. Delivery of anything other than new will result in the cancellation of the contract.

8.0 WORKMANSHIP

8.1 Workmanship shall be the best grade of modern shop and field practice known to recognized manufacturers, specializing in this work.

9.0 CONTACT PERSON

9.1 All Bidders are asked to include the name of a contact person and/or company representative including a Telephone, Facsimile and E-Mail Address.

10.0 SERVICE

10.1 Bidders must outline their company's service history on Prince Edward Island.

10.1.0 DELIVERY

10.1.1 Prompt response and service delivery is paramount. **Bidders are required to supply a letter from the manufacturer indicating the time necessary for shipping of equipment or demonstrate how a local inventory will be maintained.** Turn around time will be a significant factor in awarding the contract.

10.1.2 Failure to live up to the stated delivery date will be considered a breach of contract and may result in termination of the contact.

10.2.0 WARRANTY

102.1 Bidders shall supply a complete manufacturer's warranty documentation **that must include a statement indicating the manufacturer's warranty, including coverage of replacement while under warranty.**

11.0 PRICE & PRODUCT STRUCTURE

11.1 Provincial Treasury requires pricing on two web filtering tools - Blue Coat and NetSweeper.

- 11.2 Pricing options are identified in Appendix I in order to determine the best value for the Government of Prince Edward Island.
- 11.3 Bidders are to note that when pricing each option, they must be aware of the fact that the minimum licenses will be required for staff in the health sector. The potential additional licenses will cover staff and students in the education sector plus staff across the rest of Government. This is noted to ensure the Bidder can provide pricing if there is alternate pricing for the health and education sector and that Government will benefit from this.
- 11.4 It is understood that Blue Coat requires its own proprietary hardware and is so noted in Appendix I. If this is not the case, it must be clarified in the bid proposal.
- 11.5 It is understood that NetSweeper does not require proprietary hardware. As part of the bid proposal, it is necessary for the bidder to identify if they will be supplying hardware. It must be noted however, that the hardware is an option and that Provincial Treasury reserves the right to select and purchase its own hardware. Therefore, pricing of the software solution is not to be dependant on the hardware being included.
- 11.6 The hardware required for either solution must provide a redundant environment. This can either be a second appliance/server configured in a active/passive state with the first appliance/server or accomplished through the use of a pass-through network interface card.

12.0 **INSTRUCTIONS TO VENDOR**

12.1 Tender Format

All tender responses must contain the following information, as per Appendix I:

- Software Licenses based on multiple years
- Hardware Product
- Product Description
- Vendor Identification
- Product Order Code
- Length of Warranty
- Unit Price
- Administrative Costs

12.2 Vendor Selection Process

The list of required products is attached as Appendix I. Suppliers are expected to quote on the stated products and are not to suggest substitutions.

12.3 Bidders may quote on one or both of the solutions listed in Appendix I

APPENDIX I
PRODUCT and EQUIPMENT LIST

Solution 1: Blue Coat

Total number of potential licenses: Health - 2500 licenses
 Education - 7000 licenses
 Rest of Government - 5000 licenses

Software Licenses

# of Licenses *	Year 1 Pricing	Year 2 Pricing	Year 3 Pricing
up to 2499			
2500 - 4999			
5000 - 9999			
10000 - 14999			

* If the pricing structure of licenses differs from the number of licenses identified in the table, change it accordingly.

Hardware

Option 1: Appliance and 2nd appliance for redundancy

Specifications:

- Redundancy
- Redundant power supplies
- Growth capacity to 14000 users
- Gigabit ethernet capable network interface card

Product	Product Description	Product Make and Model	Length of Warranty	Unit price

Option 2: Appliance and option card with pass-through

Specifications:

- Redundant network interface card capable of Gigabit ethernet
- Redundant power supplies
- Growth capacity to 14000 users

Product	Product Description	Product Make and Model	Length of Warranty	Unit price

Administration

Service	Price
Setup of Appliance(s)	
Standard Support (M - F; 8:00 AM to 6:00 PM AST)	
Premium Support (24/7)	
Product Updates / New Features	

Solution 2: NetSweeper

Total number of potential licenses: Health - 2500 licenses
 Education - 7000 licenses
 Rest of Government - 5000 licenses

Software Licenses

# of Licenses *	Year 1 Pricing	Year 2 Pricing	Year 3 Pricing
up to 2499			
2500 - 4999			
5000 - 9999			
10000 - 14999			

* If the pricing structure of licenses differs from the number of licenses identified in the table, change it accordingly.

Hardware

Option 1: Server and 2nd server for redundancy

Specifications:

- Redundancy
- Redundant power supplies
- Growth capacity to 14000 users
- Hard drive with RAID array (SCSI 150000 RPM or equivalent)
- Gigabit ethernet capable network interface card

Product	Product Description	Product Make and Model	Length of Warranty	Unit price

Option 2: Server and pass-through network interface card

Specifications:

- Redundant network interface card capable of Gigabit ethernet
- Redundant power supplies
- Growth capacity to 14000 users
- Hard drive with RAID array (SCSI 150000 RPM or equivalent)

Product	Product Description	Product Make and Model	Length of Warranty	Unit price

Administration

Service	Price
Setup of Server(s)	
Standard Support (M - F; 8:00 AM to 6:00 PM AST)	
Premium Support (24/7)	
Product Updates / New Features	

APPENDIX II
EVALUATION CRITERIA

Evaluation Criteria

Presentation

20%

1. Ability to submit a well prepared proposal
2. Ability to follow requested proposal format
3. Ability to submit required copies plus electronic copy
4. Ability to submit electronic copy of spreadsheet

Service

20%

1. Ability to supply software and hardware for a minimum of one solution
2. Ability to supply the requested letters
3. Ability to provide an acceptable warranty
4. Ability to supply only new goods
5. Ability to meet delivery date

Price

60%

1. Product & licensing purchase price