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## **TENDER BID**

### **1. General Background**

The Lesotho Council of Non-Governmental Organisations (LCN) is an umbrella organization for NGOs in Lesotho. It was established in May 1990 with an objective of providing supportive services to the NGO Community. The Council implements this through networking and leadership training and development, information dissemination, capacity building, coordination, advocacy and representation when dealing with the government and the international community.

A number of tasks aimed at optimizing and improving efficiency of IT systems have been identified at LCN. One of the goals to achieve this will be, to set up a modern, appropriate and sustainable IT infrastructure with appropriate software packages and the right IT processes and procedures, to support both core and non-core operations of LCN. The set-up, effective use, and management of appropriate IT systems would contribute significantly to the production of relevant and timely statistics. Efficiency in IT infrastructure will additionally improve user experience and subsequently lead to high productivity

### **2. Specific background of IT in LCN**

LCN depends a great deal on Information Technology solutions & services for desktop office automation as well as core business applications to manage its business operations. The IT infrastructure currently in place consists of a full-fledged Data Centre that connects all LCN offices and serves the business needs of its employees and member NGO's.

The IT Section is one of the support services at LCN, with the responsibility to build and manage:

1. A comprehensive suite of business information systems.
2. Underlying network computing systems and support services.

IT Section, manages IT requirements of LCN which consists of selection of Information Technology solutions as well as Installation and Configuration of IT Infrastructure and Applications. The IT Infrastructure comprises of Laptops, Printers & Scanners, Servers, Storage, Network & Security devices and related software components. In this context, LCN is inviting leading IT Service Companies to submit proposals for the provision of the IT services as specified in this Terms of Reference. 4.

### **3. Purpose and Objectives**

The mission covers all ICT-related activities and aimed at revamping IT in the focusing primarily on the below objectives:

- Service improvement: Improve efficiency and effectiveness of IT services leveraging the skills & capabilities of professional vendors.
- Service flexibility: Use flexible sourcing models that will enable the IT department to effectively cope with rapid growth in its products, services and client base.
- Remediation of current service issues and improvement of user satisfaction levels.
- Enhance User Productivity, Knowledge & Awareness.
- Improve Hardware Spares Management & Software Library Support.

#### 4. Scope of work

The table below outlines LCN view for the proposed Information Technology Solution.

ITEM No.	Product Description	QTY
<b>1</b>	<b>Server</b>	
1.1	PowerEdge R440 NO CPU No RAM No HDD - 3yr Pro NBD	1
1.2	Intel Xeon Silver 4110 2.1G 8C/16T 11M Cache 9.6GT/s 2UPI 8C/16T 85W	2
1.3	Dell R440 Heat Sink	2
1.4	Dell 16 GB Certified Memory Module - DDR4 RDIMM 2666MHz 2Rx8	1
1.5	Dell 2TB 7.2K RPM NLSAS 12Gbps 512n 2.5in Hotplug Hard Drive CK	2
<b>2</b>	<b>QNAP Network Adapter Storage(NAP)</b>	
2.1	QNAP 12-BAY TURBONAS, AMD QUAD-CORE 2.0GHZ, 4GB	1
2.2	SEAGATE 2TB 3.5" IRONWOLF NAS HDD 64MB CAHE	4
2.3	QNAP RAIL KIT FOR TS-471U SERIES	1
<b>3</b>	<b>Software's</b>	
3.1	WinSvrSTDCore 2016 OLP 16Lic NL GOV CoreLic ( 2 VM's per license)	2
3.2	WinSvrCAL 2016 OLP NL GOV UsrCAL	12
3.3	Microsoft Office 2016 ProPlus	13
3.4	InDesign CC2018 Build 13.1	1
3.5	Pastel Partner Advantage (v-17)	4
<b>4</b>	<b>Laptop Computers</b>	
4.1	Core i5-7200U 4GB Base DDR4, 500GB 5400rpm, Win 10 Pro	13
<b>5</b>	<b>End Point Security</b>	
5.1	Antivirus (13 computers and 2virtual servers)	15

<b>6</b>	<b>Labour</b>	
<b>6.1</b>	Installation of Operating system and Virtualization of a server (creating 4 VMs for separation of systems)	1
<b>6.2</b>	Configuration of QNAP storage	1
<b>6.3</b>	Configuration of Domain Controller, Active Directory Services and file server (including joining 15 computers to a domain)	1
<b>6.4</b>	Installation and configuration of Endpoint Security and web appliance	1
<b>6.5</b>	Installation of UPS	1

## **5. How to apply**

Suppliers must provide a valid and certified (at source) copies of current tax certificate and traders licence.

Suppliers are expected to submit four copies of their tenders bearing no identification of tenderer to the following address, no later than Friday 29<sup>th</sup> June 2018 by 12:30 PM. And failure to comply with these conditions will result in disqualification.

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**Note:** LCN is not obliged to opt for the lowest bidder as other criteria relating to the tender will be considered.

Only short-listed bidders will be contacted.

