



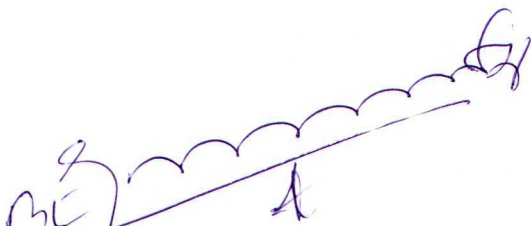
Standard Bidding Document (SBD)
For
Supply of Fortinet FortiGate 70F Firewall
FY- 2025

Notice Inviting Tender (NIT)

Financial Institution Training Institute (FITI) invites sealed bids from eligible and qualified National Bidders for the following tender:

1. Supply of Fortinet FortiGate 70F Firewall FY 2025.

This bid is for those bidders who are interested in supplying the stationery & consumable items with having trade license. The bid must be delivered to the address mentioned in the bidding documents.



Hr., Admin
Financial Institutions Training Institute

Cc:

1. Chief Executive Officer, FITI for kind information
2. ICT Officer, FITI for to upload the document in the FITI website.

Invitation for Quotation (IFQ)

1. You are invited to submit your priced bid for the supply and installation of **Fortinet FortiGate 70F Firewall** (*enclosed in ANNEXURE 1 & 2: THE SCHEDULE OF ITEMS AND THE PRICE QUOTATION*).
2. The Bidder(s) may quote for any or all items under this invitation. Each item shall be evaluated and the contract shall be awarded item-wise separately to the firm(s) offering the lowest evaluated price for each item.
3. The Bidder(s) shall submit one original of the priced quotation with the Form of Bid with outer envelope marked as 'ORIGINAL' and an envelope of the other as 'COPY'. The quotation, including all documents in the attached format, should be sealed in an envelope and addressed to and delivered at the following address:

Hr. Admin & Procurement
Financial Institutions Training Institute Ltd,
Tele: +975 02-336631, Ext.107
M# 17663347
Changney: Thimphu: Bhutan

4. The deadline for receipt of your quotation (s) by the Purchaser at the above indicated address is **3rd June 2025**, on or before 11:00 a.m. Hrs. The bids will be opened on **3rd June 2025 at 11:30** a.m. in the Office. The FITI shall not consider any bid that arrives after the deadline for submission of bids.
5. A bidder shall furnish, as part of its bids, a bid security of **2%** of the total price in the form of a cash warrant, a demand draft or an unconditional Bank Guarantee in favor of Chief Executive Officer, FITI, with valid till minimum of 3 months from date of submission of quotation. Any bid not accompanied by bid security shall be treated as non-responsive.
6. Quotation by fax or by electronic mode is not acceptable.
7. The quotation shall be submitted as per the following instructions and in accordance with the attached Terms and Conditions of Supply and shall form an integral part of the Contract.
 1. **PRICE:** all prices shall be quoted in Ngultrum (Nu). The quoted price shall be inclusive of all related costs, etc., including taxes, duties, and other levies to the final place of delivery at the FITI Office, Thimphu.
 2. **EVALUATION OF QUOTATION:** offers determined to be substantially responsive to the specifications will be evaluated by comparison of their quoted prices. In evaluating the quotations, the Purchaser shall determine for each quotation, the evaluated price by adjusting the price quotation by making any correction for any arithmetical errors as follows:
 - 7.2.1. Where there is a discrepancy between amounts in figures and in words, the amount in words shall govern;
 - 7.2.2. Where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted



shall govern, unless in the opinion of the Purchaser there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line-item total as quoted shall govern, and the unit rate shall be corrected;

7.2.3. If the Supplier refuses to accept the correction, this quotation shall be rejected and the bid security shall be forfeited;

7.2.4. Award of Purchase Order: the award shall be made to the Bidder who is offering the lowest evaluated price that meets the specifications. The successful Bidder shall deposit performance guarantee of 10% of total price before signing of the contract;

7.2.5. Validity of the Offers: your offer quotation(s) shall be valid for a period of one year from signing of the contract.

8. The quotation(s) shall be opened in the presence of Bidders or their Representatives who choose to attend at the specified venue and time.
9. The Purchaser is not bound to accept the lowest bid and reserves the right to accept or reject any or all the bids without assigning any reason, whatsoever.
10. The Bidder whose bid is accepted shall be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order.
11. No advance shall be paid.
12. Depending on the requirement, the Purchaser shall place order on requirement bases through issue of supply order.
13. Payment shall be made within thirty (30) days after the date of received of the acceptance certificate for the respective delivery issued by the Purchaser.
14. All other clarification with regards to the procurement procedures and governing laws; it shall be governed and referred to the FITI Procurement Manual, 2015.
15. Further information/clarification can be obtained from: HRA & Procurement and Finance Division.
16. Documents to be submitted as part of the Quotation.

The original copy of quotation submitted by the Supplier shall comprise the followings:

1. A duly completed and signed priced quotation as per the Schedule of Items and the Priced Quotation;
2. A valid Trade Licensee;
3. A valid Tax Clearance Certificate;
4. The required Bid Security; and
5. Any other requirements specified in this document;



Terms and Conditions for the Supply of Goods and Payment:

- a) The Terms and Conditions hereinafter may only be varied only with the written agreement of the Purchaser and no terms and conditions put forward at any time by the Supplier shall form any part of the contract;
- b) The Supplier shall be required to submit a performance security of 10% of total price- either in the form of Cash Warrant, Demand Draft or unconditional Bank Guarantee issued by any Financial Institutions located in Bhutan, which shall be furnished before signing of the contract. Performance guarantee shall be released within thirty (30) calendar days after the expiration of the contract;
- c) The supply of the goods & installation shall be completed within Forty-Five [45] days from the date of issue of the Purchase Order;
- d) Payment of the Invoice shall be arranged by the Purchaser within thirty (30) days upon submission of original Invoice and TPN number, against the actual supplied quantities of goods as listed in the Purchase Order;
- e) The quoted price shall include all Taxes, Duties, Insurance and Transportation Charges till FITI Office. Any other extra costs involved later shall not be paid.
- f) The Supplier shall pay liquidated damages at the rate of 0.1% for every day of delay. Delay beyond 30 days shall lead to cancellation of contract and forfeiter of performance security;
- g) The Purchaser may, by written notice, terminate the Purchase Order (or Contract if applicable) in whole or in part at any time for its convenience as:
 - i. If the Supplier fails to perform any other Terms and Conditions specified with the Purchase Order, or exceeds the maximum amounts of liquidated damages;
 - ii. If the Supplier fails to perform any other obligation(s) under the Purchase Order, or
 - iii. If the Supplier does not take any remedial action within a period of (7) seven workings' days after receipt of a notice of default from the Purchaser specifying the nature of the default(s), or
 - iv. If the Supplier, in the judgment of the Purchaser, has engaged in any corrupt or fraudulent practices in competing for or in executing the tasks under this Purchase Order.
- h) The Purchaser may procure any of the items from the open market in case the Supplier fails to supply the goods within the stipulated time and realize the difference amount between the quoted price & market price from the security deposit



ANNEXURE 1: Guaranteed Technical Particulars

SL. No	Item	Description
1	Firewall: FortiGate-70F	1. Technical Requirements The firewall should meet the following technical specifications: • Network Segmentation & VLAN Support: Ability to create and manage multiple VLANs for efficient network segmentation and security enforcement. • Virtual Private Network (VPN) Support: Secure site-to-site and remote access VPN capabilities, supporting both SSL VPN and IPsec VPN for encrypted communications. • Content & Application Filtering: Capability to restrict access to inappropriate content and control application usage to enhance security and productivity. • Traffic Filtering & Policy-Based Management: Ability to create and enforce policies for inbound and outbound traffic, including granular user and device-based controls. • Intrusion Prevention System (IPS): Advanced IPS to detect, prevent, and mitigate network-based threats in real-time. • Anti-Malware & Anti-Virus Protection: Real-time scanning and protection against viruses, malware, spyware, and other cyber threats. • Bandwidth Management & Quality of Service (QoS): Ability to prioritize mission-critical applications and manage bandwidth allocation efficiently. • Role-Based Access Control (RBAC): Granular access control to manage user permissions and enhance security governance. 2. Licensing & Subscription Requirements The firewall should come with a three-year subscription that includes: • FortiCare Premium Support: 24/7 technical assistance and firmware updates.

		- FortiGuard Unified Threat Protection (UTP): Continuous updates for IPS, anti-virus, web filtering, application control, and advanced threat protection. 3. Additional Requirements - Scalability: The firewall should support future network growth without requiring major upgrades. - Ease of Management: Intuitive GUI based configuration with centralized management capabilities. - Deployment & Support Services: Vendor should provide installation, configuration, and initial training for IT staff. - Must install the FortiGate firewall, configure it according to FITI's network requirements, and ensure all necessary configurations are completed. Additionally, the vendor must provide a detailed network topology to FITI.
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ANNEXURE 2: Price Schedule

The Bidder shall provide a quotation for the license subscription for 3-year subscriptions with 200-250 users. FITI reserves the right to consider a 3-year subscription.

SN	Description	Quoted Amount (BTN)
1	The License will include the modules listed below which are currently subscribed to by FITI and installation of the license to the device: Unified Threat Protection (UTP) including: 1. Firmware & General Updates, 2. IPS Service, 3. Advanced Malware Protection, 4. Application Control, 5. URL, DNS & Video Filtering and Web Filtering, 6. Email Filtering & Outbreak Prevention, 7. Antispam Service, and 8. Forti-Care Premium	

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CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT made on the *[insert number]* day of *[insert month]*, *[insert year]*,

BETWEEN

- (1) *[insert complete name of Purchaser]*, a *[insert description of type of legal entity, for example, an agency of the Ministry of of the Government of Bhutan, or corporation incorporated under the laws of Bhutan]* having its principal place of business at *[insert address of Purchaser]* (hereinafter called "the Purchaser"), and
- (2) *[Insert name of Supplier]*, a corporation incorporated under the laws of *[insert: country of Supplier]* having its principal place of business at *[insert: address of Supplier]* (hereinafter called "the Supplier").

WHEREAS the Purchaser invited Bids for certain Office Stationeries & Consumable goods and ancillary services as attached and the Supplier has accepted a Bid to supply of those Goods and Services in the same rate for period one year *expressed in the Contract currency/ies* (hereinafter called "the Rate Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the conditions of contract referred to.
2. The following documents shall constitute the contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract, viz.:
 - a) This Contract;
 - b) Terms and conditions;
 - c) Technical requirements (including Schedule of Supply and Technical Specifications);
 - d) The Supplier's Bid and Original Price Schedules;
 - e) The Purchaser's Notification of Award of Contract;
 - f) The form of Performance Security; and
 - g) *[Insert here any other document(s) forming part of the Contract]*.

3. This contract shall prevail over all other contract documents. In the event of any discrepancy or inconsistency within the contract documents, then the documents shall prevail in the order listed above.
4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and to remedy defects therein in conformity in all respects with the provisions of the contract.

IN WITNESS whereof the parties hereto have caused this contract to be executed in accordance with the laws of Bhutan on the day, month and year indicated above.

For and on behalf of the Purchaser

Signed: *[insert signature]* in the capacity of *[insert title or other appropriate designation]*

in the presence of *[insert signature]*

[insert identification of official witness]

For and on behalf of the Supplier

Signed: *[insert signature of authorized representative(s) of the Supplier]* in the capacity of *[insert title or other appropriate designation]*

in the presence of *[insert signature]*

[insert identification of official witness]

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