

Date & Time : October 04, 2021 - 02.00 pm Conduct via Zoom Vcon Session

Chaired By : **The Panel**

1. Mr. Hiranya Samarasekera, Principal Advisor to the Ministry of Technology
2. Mr. Ravindra Pathirana, Director- Infrastructure Services, ICTA
3. Mr. Duminda Jayasuriya, Director/Architect- Systems and Infrastructure Solution, ICTA
4. Eng. Chaminda Samarathunga, Procurement Specialist, ICTA
5. Mr. Nandana Suriyaarachchi, Procurement Specialist, ICTA
6. Mr. Niluka Kumarahewa, Procurement Executive, ICTA
7. Mr. Ashok Cananathan, Senior Manager, ICTA

Attendance :

| | | | |
|-----|--------------------------|-----------------------|--------------------------------|
| 1. | Mr. Ranjan Subasinghe | Sri Lanka Telecom PLC | ranjans@slt.com.lk |
| 2. | Mr. Pushpa Ranathunga | Sri Lanka Telecom PLC | pushpar@slt.com.lk |
| 3. | Ms. Indeewari Dissanyake | Sri Lanka Telecom PLC | indeewarid@slt.com.lk |
| 4. | Ms. Dilekha Siriwardena | Sri Lanka Telecom PLC | dilekha@slt.com.lk |
| 5. | Ms. Ishani Atulugama | Dialog Axiata PLC | ishani.atulugama@dialog.lk |
| 6. | Ms. Shalini Malshani | Dialog Axiata PLC | shalini.malshani@dialog.lk |
| 7. | Mr. Suyama Amaranayake | Dialog Axiata PLC | suyama.amaranayake@dialog.lk |
| 8. | Ms. Apsara Lahandasinghe | Dialog Axiata PLC | apsara.lahandasinghe@dialog.lk |
| 9. | Ms. Chathuri Sandamali | Dialog Axiata PLC | chathuri.sandamali@dialog.lk |
| 10. | Mr. Arafath Rizan | Dialog Axiata PLC | arafath.rizan@dialog.lk |

At the outset of the meeting, representatives of the bidders were briefed on the procurement process, terms and conditions of the bidding document and scope of services of this assignment. The Bidders raised the following queries and the clarifications were given below:

| # | Queries (Q) raised by the Bidders and Clarifications (C) provided by ICTA |
|----|---|
| 1. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(a) Requirements for equipment racks.” (Page 58)</u></p> <p>Q: Can we provide a containment environment rather than a separate dedicated space for a cage/area? C: Yes. Please refer the Annex 1 - ADDENDUM No. 1</p> |
| 2. | <p><u>Section VII. - Bidding Forms - Activity Schedule “(a) Requirements for equipment racks.” (Page 45)</u></p> <p>Q: Please clarify the minimum quantities of the rack space and power unit requirements and if the payment will be made on an actual usage basis? C: Yes, payment will be made on an actual usage basis. Minimum quantities are indicated in the Activity Schedule table.</p> |
| 3. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(a) Requirements for equipment racks.” (Page 58)</u></p> <p>Q: Please clarify the width, height, and lengths of the racks? C: It’s a standard 42U rack.</p> |

| # | Queries (Q) raised by the Bidders and Clarifications (C) provided by ICTA |
|-----|---|
| 4. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(a) Minimum 2.5 feet space from front and back side of the racks.” (Page 58)</u> Q: Minimum feed of the backside of the rack can be reduced from 2.5 feet to 2.0 feet. C: No.</p> |
| 5. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(a) 2x16A (Active/Active by independent distribution paths, load balanced) and need a provision for any future requirements.” (Page 58)</u> Q: Please clarify whether 2x16A means maximum cumulative load is 16A for a rack. C: Yes. It’s 2x16A.</p> |
| 6. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(a) 2x16A (Active/Active by independent distribution paths, load balanced) and need a provision for any future requirements.” (Page 58)</u> Q: ICTA needs to have dual power source equipment’s to entertain the dual power sources. Please clarify whether there is any single power equipment. If so, does vender need to deliver a solution such as Static Transfer Switch (STS) to cater to that? C: Yes. Service provider should provide STS solution.</p> |
| 7. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(b) Physically separated partition with biometric access control and CCTV.” (Page 58)</u> Q: Please clarify, ICTA need recording or a separate CCTV solution C: No separate CCTV solution not required but service provider should provide CCTV clips from their own CCTV solution.</p> |
| 8. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(d) Remote alerting facility via email or SMS or WhatsApp for environmental changes of the given co-location area such as temperature, humidity and power failures.” (Page 58)</u> Q: Please clarify whether the remote alerting facility via email or SMS or WhatsApp needs to be extended to ICTA personals. C: No. Should notify the pre-registered personals by ICTA.</p> |
| 9. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(g) Termination of the transmission links including the patch panels, multiplexers, etc. which are required to establish the connectivity with other networks need to be facilitated by the co-location service provider as and when required. This may be done by the ICTA internal staff or any other contractor or service provider certified and approved by ICTA.” (Page 58)</u> Q: Please clarify is it sufficient that the service provider will terminate links to the meet me room environment for connectivity. C: Yes.</p> |
| 10. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(i) Should regularly monitor the access to the provided space (cage with necessary physical security) by means of access control system, physical security, biometric access and CCTV (Closed-circuit television) and should always make sure that they are functional 24X7 days.” (Page 58)</u> Q: Is the service provider should be responsible for any configuration/changes done by an authorized person who enter to the ICTA cage upon authorization by ICTA. C: No. But service provider should maintain the digital proof and other necessary records such as in and out.</p> |
| 11. | <p><u>Section VII. Activity Schedule - 3. Scope of Services “(l) Remote hands support - Tagging, installing, rearranging or securing network cables.” (Page 58)</u></p> |

| # | Queries (Q) raised by the Bidders and Clarifications (C) provided by ICTA |
|-----|---|
| | <p>Q: The service provider can be delivered the first-level support but it's difficult to take responsibility for tagging.</p> <p>C: Removed. Please refer the Annex 1 - ADDENDUM No. 1</p> <p>Should read as: Rearranging or securing network cables management.</p> |
| 12. | <p><u>Section VII. Activity Schedule - 4. 4. Schedule of Deliverable – “Completion of User Acceptance Test (UAT) and Commissioning.” (Page 59)</u></p> <p>Q: Completion of User Acceptance Test (UAT) and Commissioning period can be extended 28 days.</p> <p>C: Yes. Extended to 28 days. Please refer the Annex 1 - ADDENDUM No. 1</p> |
| 13. | <p><u>Section VII. Activity Schedule - 6. Service Level Agreement and Penalty Schema – “All scheduled maintenance periods shall be notified by at least 10 days prior, and for major service interruptions it shall be 4-weeks minimum” (Page 60)</u></p> <p>Q: Urgent maintenance activities can proceed with short notice.</p> <p>C: Yes.</p> |
| 14. | <p><u>Section X – Contract Forms. “Number of GC Clause 2.2.2” (Page 93)</u></p> <p>Q: What is the effective date of the contract.</p> <p>C: The signing date of the contract is the effective. Commencement (Date of Commencement) of Services is 07 days from the effective date of the contract.</p> |
| 15. | <p><u>Section III – Evaluation and Qualification Criteria – D. Submission and Opening of Bids. “ITB 23.1” (Page 28)</u></p> <p>Q: Submission of the bids can be extended at lease for a week.</p> <p>C: Yes. Bid submission extended for week. Please refer the Annex 1 - ADDENDUM No. 1</p> |

Following changes introduced to bidding forms (**Highlighted in Yellow Color**) - Please refer the **Annex 1 – (ADDENDUM No. 1)** by ICTA and explained at the Pre-bid meeting.

Section IV. Bidding Forms

Activity Schedule – 2 Containment Environment (Optional Pricing)
Required details - Table 1

Please note and comply with the above clarifications and amendments. The addendum to the Bidding document is enclosed as an **Annex 1 – (ADDENDUM No. 1)**

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