

**Annexure I**

1.1 Annexure 6A: Commercial Bill of Materials

This sections pertains to SOR-A. The template for commercial bill of material for this RFP titled supply, implementation, installation, commissioning and maintenance of mail messaging solution dated 15-July-2016 is attached as Annexure 6A - Commercial Bill of Material.

1.1.1 Cost Sheet – Unified communication based mail messaging solution

1.1.2 Table 1

S. No.	Item	Quantity	Unit Price	Annual Price	Tax Amount	Grand Total
				(B)*(A)	(From table 3)	(C)+(D)
		(A)	(B)	(C)	(D)	(E)
1	One-time set up cost (operationalization of the solution)	1				
2	Usage charges for mail messaging solution for initial 4000 users. These 4000 users include 1000 users with basic + advanced + UC features, 1500 users with basic + advanced features and 1500 users with basic features					
2a	Usage charges for unified communication based mail messaging solution (with “basic” + “advances” + “unified communication” functional requirements) (per user yearly rate)	1000				
2b	Usage charges for unified communication based mail messaging solution (with “basic” + “advances” functional requirements) including environmental softwares (per user yearly rate)	1500				
2c	Usage charges for unified communication based mail messaging solution (with “basic” functional requirements) including environmental softwares (per user yearly rate)	1500				
3	Operations & Maintenance support (Yearly rate)	1				
	<b>Total of column (E) in figures</b>					
	<b>Total of column (E) in words</b>					
<b>Rate Cards</b>						
4	Usage charges for UC based mail messaging solution (with “basic” + “advanced” + “unified communication” functional requirements) (per user yearly rate)					
4a	1,001-25,000 users	1				
4b	25,001- 50,000 users	1				

S. No.	Item	Quantity	Unit Price	Annual Price	Tax Amount	Grand Total
				(B)*(A)	(From table 3)	(C)+(D)
				(A)	(B)	(C)
4c	50,001 – 1,00,000 users	1				
4d	> 1,00,000 users	1				
<b>5</b>	<b>Usage charges for UC based mail messaging solution (with “basic” + “advanced” functional requirements) (per user yearly rate)</b>					
5a	1,501 – 25,000 users	1				
5b	25,001- 50,000 users	1				
5c	50,001 – 1,00,000 users	1				
5d	> 1,00,000 users	1				
<b>6</b>	<b>Usage charges for UC based mail messaging solution (with “basic” functional requirements) (per user yearly rate)</b>					
6a	1,501 – 25,000 users	1				
6b	25,001- 50,000 users	1				
6c	50,001 – 1,00,000 users	1				
6d	> 1,00,000 users	1				
<b>7</b>	Setup cost for scaling the services for additional 25,000 users (beyond the initial setup for 25,000 users)	1				
<b>8</b>	Data migration and Mail administration services (Man-month rates)	12				
<b>9</b>	Man-month rate for L1 resource for Server Management services	12				
<b>10</b>	Man-month rate for L1 resource for Database Management services	12				
<b>11</b>	Man-month rate for L2 resource for Server Management services	12				
<b>12</b>	Man-month rate for L2 resource for Database Management services	12				
<b>13</b>	Multifactor authentication for WWW/IMAP/PoP/ HTTP/ HTTPS/ Active Sync (per soft token)	1000				
<b>14</b>	Multifactor authentication for WWW/IMAP/PoP/ HTTP/ HTTPS/ Active Sync (per hard token)	1000				
<b>15</b>	(Please specify name of variant and support rate per user per year)					
<b>16</b>	(Please specify name of variant and support rate per user per year)					
<b>17</b>	(Please specify name of variant and support rate per user per year)					
	... (bidder may add more rows if required)					

1.1.3 Table 2 Environmental Software cost break-up

S. No.	Item	Name, make and version		Per user cost
		(A)		(B)
1	Virtualization software			
2	Back-up solution			
3	(Any other, please specify details)			
4	(Any other, please specify details)			
5	(Any other, please specify details)			
6	(Any other, please specify details)			
7	(Any other, please specify details)			
8	(Any other, please specify details)			
	... (bidder may add more rows if required)			
	<b>Total</b>			

1.1.4 Table 3 Applicable taxes

Sr	Item/Details	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Total tax amount
1	One Time set up cost including one year warranty for 4000 users							
2	Usage charges for mail messaging solution for initial 4000 users							
2a	Usage charges for unified communication based mail messaging solution (with “basic” + “advances” + “unified communication” functional requirements) (per user yearly rate)							
2b	Usage charges for unified communication based mail messaging solution (with “basic” + “advances” functional requirements) including environmental softwares (per user yearly rate)							
2c	Usage charges for unified							

Sr	Item/Details	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Total tax amount
	communication based mail messaging solution (with “basic” functional requirements) including environmental softwares (per user yearly rate)							
3	Usage charges for UC based mail messaging solution (with “basic” + “advances” + “unified communication” functional requirements)							
3a	1,001-25,000 users							
3b	25,001- 50,000 users							
3c	50,001 – 1,00,000 users							
3d	> 1,00,000 users							
4	Usage charges for UC based mail messaging solution (with “basic” + “advances” + functional requirements)							
4a	1,501-25,000 users							
4b	25,001- 50,000 users							
4c	50,001 – 1,00,000 users							
4d	> 1,00,000 users							
5	Usage charges for UC based mail messaging solution (with “basic” functional requirements)							
5a	1,501-25,000 users							
5b	25,001- 50,000 users							
5c	50,001 – 1,00,000 users							
5d	> 1,00,000 users							
6	Setup cost for scaling the services for additional 25,000 users (beyond the initial setup for 25,000 users)							
7	Operations & Maintenance support (Yearly rates)							

Sr	Item/Details	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Total tax amount
8	Data migration and Mail administration services (Man-day rates)							
9	Man-month rate for L1 resource for Server Management services							
10	Man-month rate for L1 resource for Database Management services							
11	Man-month rate for L2 resource for Server Management services							
12	Man-month rate for L2 resource for Database Management services							
13	Multifactor authentication for WWW/IMAP/PoP/HTTP/ HTTPS/ Active Sync (per soft token)							
14	Multifactor authentication for WWW/IMAP/PoP/ HTTP/ HTTPS/ Active Sync (per hard token)							
<b>Total</b>								

*\*User may add columns to the table above if the type of taxes applicable are more than 3*

**Note:**

- 1 The Bidder is expected to quote unit price in Indian Rupees (without decimal places) for all components and services on a fixed price basis as part of the commercial Bid inclusive of all costs and taxes like customs duty, import taxes, freight, forwarding, insurance, delivery, installation, training etc. at the respective delivery location of RailTel **but exclusive of only applicable (in India) Sales Tax/VAT, Service Tax and Excise Duty / equivalent local authority cess, which shall be paid / reimbursed on actual basis on production of bills.** Taxes and Duties shall be payable extra on actual. Documentary evidence wherever applicable shall be furnished. The rates as prevailing on the date of submitting tenders shall be specified by parties.
- 2 In case of discrepancy between figures and words, the amount in words shall prevail.
- 3 Per user monthly rate = (corresponding per user yearly rate)/ 12
- 4 Quarterly rate for any item (mentioned in the bill of material above) = (Yearly rate for the corresponding item)/ 4
- 5 Fields in the tables above which are highlighted in grey color need not be filled by the bidder.
- 6 Quantity mentioned in S. No 4, 4a, 4b, 4c, 4d, 5, 5a, 5b, 5c, 5d, 6, 6a, 6b, 6c, and 6d in table 1 is being taken as a rate card. Payment shall be made on actuals (as per usage) and as per the payment terms mentioned in the RFP.

- 7 In column (B) of table 1, inputs for S. No. 4a, 4b, 4c, 4d should not exceed the input for S. No. 2a.
- 8 In column (B) of table 1, inputs for S. No. 5a, 5b, 5c, 5d should not exceed the input for S. No. 2b.
- 9 In column (B) of table 1, inputs for S. No. 6a, 6b, 6c, 6d should not exceed the input for S. No. 2c.
- 10 All prices mentioned in column (B) of table 1 shall be valid for 5 years. In case RailTel decides to extend the contract, RailTel shall negotiate the rates mentioned in column (B) of table 1.
- 11 Inputs for quantities mentioned in S. No 2a, 2b, 2c, 4a, 4b, 4c, 4d, 5a, 5b, 5c, 5d, 6a, 6b, 6c, 6d in table 1 should be **should have the cost input from the OEM ONLY**. RailTel shall negotiate the rates for every requirement in order to submit a competitive proposal to its prospective customers.
- 12 Inputs for quantities mentioned in S. No 13 and 14 (under the rate card section) in table 1 should be **should have the cost input from the respective OEM ONLY**. RailTel shall negotiate the rates for every requirement in order to submit a competitive proposal to its prospective customers.
- 13 Inputs for quantities mentioned in S. No 7,8,9,10,11 and 12 (under the rate card section) in table 1 should be **should have the cost input from the Implementation Partner ONLY**. RailTel shall negotiate the rates for every requirement in order to submit a competitive proposal to its prospective customers.
- 14 Cost of items mentioned under Rate Card category would NOT be included in the Total Cost of Ownership (TCO).
- 15 Functional and Technical specifications of variants mentioned under the rate card should be submitted along with the technical proposal.
- 16 The bidder should provide the environmental software license with three year support to build the system and license must be on the name of RailTel. The bidder should give the respective OEM certificate for the same.

## 1.2 Annexure 6B: Commercial Bill of Materials

This sections pertains to SOR-B. The template for commercial bill of material for this RFP titled supply, implementation, installation, commissioning and maintenance of mail messaging solution dated 15-July-2016 is attached as Annexure 6B - Commercial Bill of Material.

### 1.2.1 Cost Sheet – Basic mail messaging solution

#### 1.2.2 Table 1

S. No.	Item	Quantity	Unit Price	Annual Price	Tax Amount	Grand Total
				(B)*(A)	(From table 3)	(C)+(D)
		(A)	(B)	(C)	(D)	(E)
<b>1</b>	One-time set up cost (operationalization of the solution)	1				
<b>2</b>	Usage charges for mail messaging solution for initial 1000 users. These 1000 users include 500 users with basic + additional features and 500 users with basic features					
2a	Usage charges for basic mail messaging solution (with “basic+ additional” functional requirements) including environmental software <b>(per user yearly rate)</b>	500				
2b	Usage charges for basic mail messaging solution (with “basic” functional requirements) including environmental software <b>(per user yearly rate)</b>	500				
<b>3</b>	Operations & Maintenance support (Yearly rate)	1				
	<b>Total of column (E) in figures</b>					
	<b>Total of column (E) in words</b>					
<b>Rate Cards</b>						
<b>4</b>	Usage charges for basic mail messaging solution (with “basic” + “additional” functional requirements) <b>(per user yearly rate)</b>					
4a	501-25,000 users	1				
4b	25,000- 50,000 users	1				
4c	50,001 – 1,00,000 users	1				
4d	> 1,00,000 users	1				
<b>5</b>	Usage charges for basic mail messaging solution (with “basic” functional requirements) <b>(per user yearly rate)</b>					
5a	501-25,000 users	1				

S. No.	Item	Quantity	Unit Price	Annual Price	Tax Amount	Grand Total
				(B)*(A)	(From table 3)	(C)+(D)
		(A)	(B)	(C)	(D)	(E)
5b	25,000- 50,000 users	1				
5c	50,001 – 1,00,000 users	1				
5d	> 1,00,000 users	1				
<b>6</b>	Setup cost for scaling the services for additional 25,000 users (beyond the initial setup for 25,000 users)	1				
<b>7</b>	Data migration and Mail administration services (Man-month rates)	12				
<b>8</b>	Man-month rate for L1 resource for Server Management services	12				
<b>9</b>	Man-month rate for L1 resource for Database Management services	12				
<b>10</b>	Man-month rate for L2 resource for Server Management services	12				
<b>11</b>	Man-month rate for L2 resource for Database Management services	12				
<b>12</b>	Multifactor authentication for WWW/IMAP/PoP/ HTTP/ HTTPS/ Active Sync (per soft token)	1000				
<b>13</b>	Multifactor authentication for WWW/IMAP/PoP/ HTTP/ HTTPS/ Active Sync (per hard token)	1000				
<b>14</b>	(Please specify name of variant and support rate per user per year)					
<b>15</b>	(Please specify name of variant and support rate per user per year)					
<b>16</b>	(Please specify name of variant and support rate per user per year)					
	... (bidder may add more rows if required)					

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1.2.3 Table 2 Environmental Software cost break-up

S.No.	Item	Name, make and version		Per user cost
		(A)	(B)	
1	Virtualization software			
2	Back-up solution			
3	(Any other, please specify details)			
4	(Any other, please specify details)			
8	(Any other, please specify details)			
	... (bidder may add more rows if required)			
	<b>Total</b>			

1.2.4 Table 3 Applicable taxes

Sr	Item/Details	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Total tax amount
1	One Time set up cost including one year warranty for 1000 users							
2	Usage charges for basic mail messaging solution (with “basic” + “additional” functional requirements)							
2a	501-25,000 users							
2b	25,000- 50,000 users							
2c	50,001 – 1,00,000 users							
2d	> 1,00,000 users							
3	Usage charges for basic mail messaging solution (with “basic” functional requirements)							
3a	501-25,000 users							
3b	25,000- 50,000 users							
3c	50,001 – 1,00,000 users							
3d	> 1,00,000 users							
4	Setup cost for scaling the services for additional 25,000 users (beyond the initial setup for 25,000 users)							

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Sr	Item/Details	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Tax Detail	Percentage applicable	Total tax amount
5	Operations & Maintenance support (Yearly rates)							
6	Data migration and Mail administration services (Man-day rates)							
7	Man-month rate for L1 resource for Server Management services							
8	Man-month rate for L1 resource for Database Management services							
9	Man-month rate for L2 resource for Server Management services							
10	Man-month rate for L2 resource for Database Management services							
11	Multifactor authentication for WWW/IMAP/PoP/ HTTP/ HTTPS/ Active Sync (per soft token)							
12	Multifactor authentication for WWW/IMAP/PoP/ HTTP/ HTTPS/ Active Sync (per hard token)							
<b>Total</b>								

*\*User may add columns to the table above if the type of taxes applicable are more than 3*

**Note:**

- 1 The Bidder is expected to quote unit price in Indian Rupees (without decimal places) for all components and services on a fixed price basis as part of the commercial Bid inclusive of all costs and taxes like customs duty, import taxes, freight, forwarding, insurance, delivery, installation, training etc. at the respective delivery location of RailTel **but exclusive of only applicable (in India) Sales Tax/VAT, Service Tax and Excise Duty / equivalent local authority cess, which shall be paid / reimbursed on actual basis on production of bills.** Taxes and Duties shall be payable extra on actual. Documentary evidence wherever applicable shall be furnished. The rates as prevailing on the date of submitting tenders shall be specified by parties.
- 2 In case of discrepancy between figures and words, the amount in words shall prevail.
- 3 Per user monthly rate = (corresponding per user yearly rate) / 12
- 4 Quarterly rate for any item (mentioned in the bill of material above) = (Yearly rate for the corresponding item) / 4
- 5 Fields in the tables above which are highlighted in grey color need not be filled by the bidder.

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- 6 Quantity mentioned in S. No 4, 4a, 4b, 4c, 4d, 5, 5a, 5b, 5c and 5d in table 1 is being taken as a rate card. Payment shall be made on actual (as per usage) and as per the payment terms mentioned in the RFP.
- 7 In column (B) of table 1, inputs for S. No. 4a, 4b, 4c, 4d should not exceed the input for S. No.2a.
- 8 In column (B) of table 1, inputs for S. No. 5a, 5b, 5c, 5d should not exceed the input for S. No.2b.
- 9 All prices mentioned in column (B) of table 1 shall be valid for 5 years. In case RailTel decides to extend the contract, RailTel shall negotiate the rates mentioned in column (B) of table 1.
- 10 Inputs for quantities mentioned in S. No 4a, 4b, 4c, 4d, 5a, 5b, 5c, 5d in table 1 should be **should have the cost input from the OEM/ Solution Owner ONLY**. RailTel shall negotiate the rates for every requirement in order to submit a competitive proposal to its prospective customers.
- 11 Inputs for quantities mentioned in S. No 12 and 13 (under the rate card section) in table 1 should be **should have the cost input from the respective OEM ONLY**. RailTel shall negotiate the rates for every requirement in order to submit a competitive proposal to its prospective customers.
- 12 Inputs for quantities mentioned in S. No 6, 7, 8, 9, 10 and 11 (under the rate card section) in table 1 should be **should have the cost input from the Implementation Partner ONLY**. RailTel shall negotiate the rates for every requirement in order to submit a competitive proposal to its prospective customers.
- 13 Cost of items mentioned under Rate Card category would NOT be included in the Total Cost of Ownership (TCO).
- 14 Functional and Technical specifications of variants mentioned under the rate card should be submitted along with the technical proposal
- 15 The bidder should provide the environmental software license with three year support to build the system and license must be on the name of RailTel. The bidder should give the respective OEM certificate for the same.