

	
Attention:	To whom it may concern
From:	Oman Global Logistics Group SAOC (ASYAD)

Tender No:- C-10-20

Tender Title: Group Corporate Dashboard for ASYAD using PowerBI Pro

Dear Sir,

Oman Global Logistics Group SAOC (ASYAD), invites ‘Tenderer’ to Tender for the Work or Services in accordance with the terms and conditions set down in the Tender Documents. If you are a successful Tenderer you shall be required to enter into a Contract in accordance with the Form of Agreement.

The Tender Documents shall comprise the following Sections:

- | | |
|----|--|
| T1 | Invitation to Tender (this letter including the pages attached hereto) |
| T2 | Instructions to Tenderers |
| T3 | Data to be submitted by Tenderer |
| C1 | Form of Agreement |
| C2 | Special Conditions |
| C3 | General Conditions |
| C4 | Scope of Services |
| C5 | Schedules of Prices |
| C6 | ICV Specifications |
| C7 | Data Provided by Consultant |
| C8 | Non- Disclosure Undertaking |

In the preparation and submission of the Tender, Tenderer shall comply with the Tender Documents. ASYAD reserves the right to disqualify the Tenderer if any of the requirements included in the Tender Documents are not met.

Yours faithfully,

For Oman Global Logistics Group SAOC (ASYAD)

SECTION T1, INVITATION TO TENDER

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1 Tender Overview

1.1 About Oman Global Logistics Group

The Sultanate of Oman has commenced activities to consolidate its various government-owned companies into several holding companies grouped by type of business or industrial activity. Logistics has been identified as one of those key focus industries.

Oman Global Logistics Group (ASYAD) has been set up to consolidate the government owned Logistics companies (except the air sector). ASYAD has a mandate to develop Oman's Logistics capabilities and to foster investment opportunities in the Logistics sector.

ASYAD subsidiaries – only those that ASYAD owns 50% + (“the Group”) involved in the Logistics sector including: 3 ports, 3 free zones, 1 economic development company, 2 shipping and 2 ship management companies, 1 dry dock company, the post office, the bus company, the railway and potential additions to the list.

Oman plans to establish itself as a premier global Logistics hub by taking advantage of its geographic location at the cross roads of trade midway between Asia and Europe, along with connections to East Africa, the Indian Subcontinent and Iran. By using overland highways and rail service Oman will become a natural gateway into the GCC Countries avoiding the politically sensitive Straits of Hormuz and reducing the distance ocean carriers must travel to reach Ports in the Arabian Gulf.

ASYAD has also been tasked with implementing the National Logistics Strategy (NLS), formerly known as Sultanate of Oman Logistics Strategy (SOLS).

The successful implementation of NLS will enable Logistics to become a major contributor to the Oman economy, facilitating economic diversification, creating significant new employment opportunities and delivering improved performance rankings in key world operating indices. Thus the result of NLS will make Oman a major global Logistics hub, leveraging its geographical advantages along with its significant recent investment in its Logistics infrastructure.

1.2 Scope of work:

1. Introduction:

This tender aim's to acquire a Group Corporate Dashboard Solution for Asyad to monitor and analyse monthly/quarterly KPIs and Balanced Scorecard Projects in a visualization tool for ease of reference and quick decision support. Asyad IT team has chosen Microsoft PowerBI as the dashboarding tool to be used towards this activity after careful consideration of the existing IT setups and minimizing the costs as well as the availability of resources and skill sets presently in Asyad. We would like to invite IT vendors from Oman who have credentials in developing dashboards using Microsoft PowerBI Pro with proven credentials, thorough global knowledge and expertise in this space in order to guide and assist ASYAD to implement a tailored, fit for purpose and future vision driven dashboarding solution to analyse and drive business outcomes.

The solution will be implemented in phases at Asyad and as part of the Phase 1 we will create all the Asyad Corporate dashboard sheets on the PowerBI tool with complete automation from sourcing the data to its visualization and showcase. This includes a general dashboard, financial dashboard and dashboard for the 3 clusters of Freight, Ports and FZ and Public Services. Further more, we will also integrate the data from MDM, FCCS and other dashboard solutions to get an integrated dashboard for Asyad instead of using multiple tools to see the data.

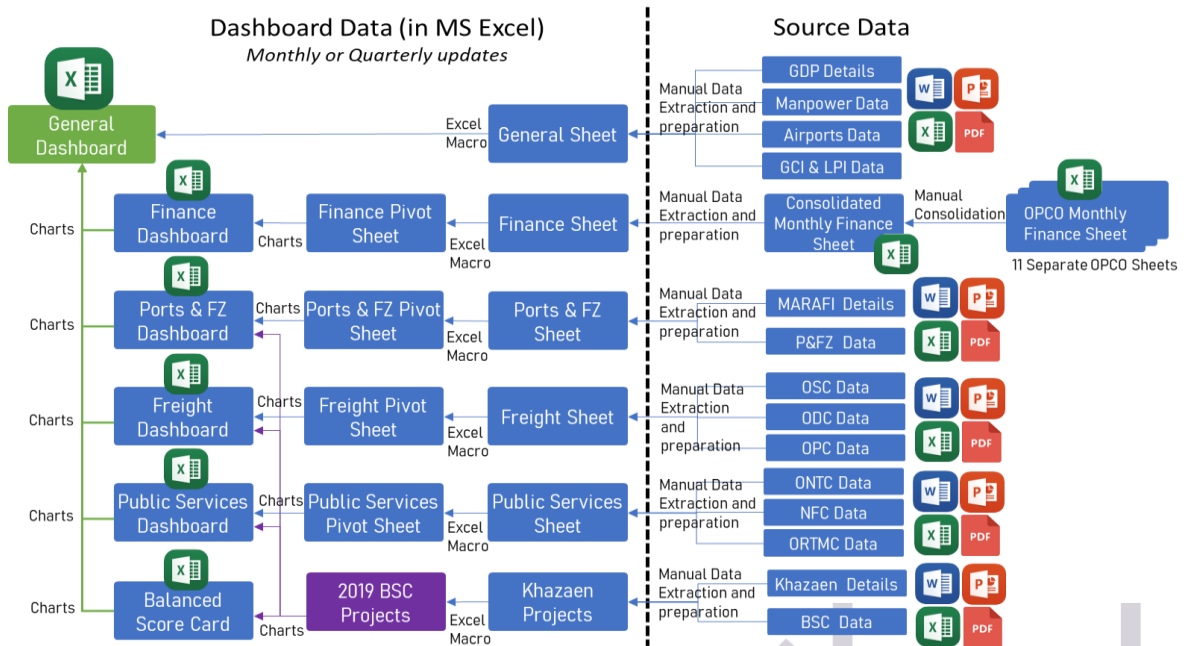
The dashboards shall be accessible to all relevant Asyad group employees involved in the business and operational activities through the Office 365 setup which is already available and used. Additionally, the dashboards can also be showcased on TVs within the Asyad premises and will be available through multi-channel environment over web and mobile interfaces.

The above-mentioned budget is towards the 2020 activities pertaining to this initiative as detailed in the earlier paragraphs.

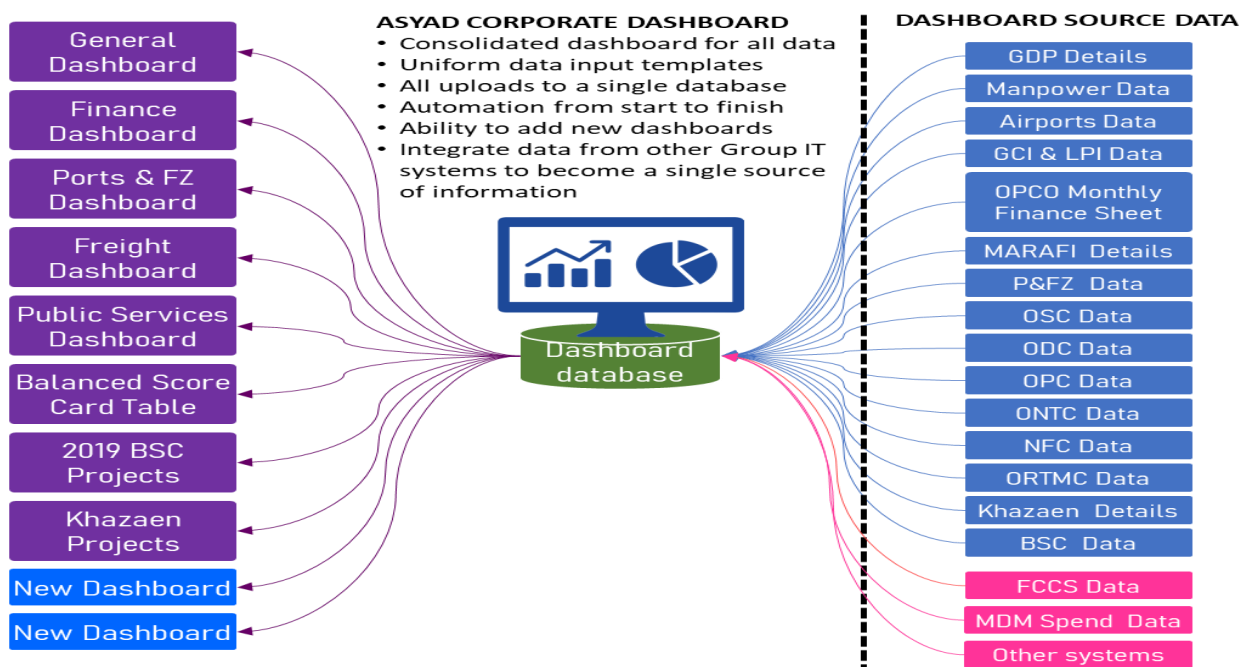
2. High Level Requirements:

2. Asyad leadership today views the critical operational, business and national KPIs using an MS Excel based Corporate dashboard. This dashboard has been built manually and is updated manually every

week/month/quarter to reflect the latest changes to the Corporate KPIs and KRAs being monitored. Data is captured from OPCOs and various other national sources through a variety of data tools like MS Word, Excel, PowerPoint and PDFs. The current state is illustrated in the diagram below for easy reference.



The Asyad Corporate Dashboard initiative will bring together all of the sources for the data visibility and monitoring into a single Dashboard platform. It will become the defacto single source of information for the leadership and all Asyad users who will have access to it. The dashboard intends to automate the entire data collection, transformation and display of the final figures in visualizations that enhance their presentation as displayed in the figure below.



Moreover, the corporate dashboard will become the default mechanism to showcase group wide data pertaining to clusters, functions and special projects/initiatives by integrating more and more data from different systems into the dashboard database. This will also enable us to run cross-functional dashboards where the data can be combined across different streams to derive compounded KPIs and decision parameters.

A minimum viable product comparison was done for several dashboard tools and as a result of which and subsequent decisions from the IT leadership, we have decided to pursue Microsoft PowerBI Pro as our dashboard tool for this requirement. Microsoft PowerBI Pro setup will integrate well with our Office 365 E3 edition as sourced by Asyad for its employees and therefore be accessible through various Microsoft sources including office, word, excel, powerpoint, MS teams, outlook. In order to use PowerBI towards the corporate dashboard requirements this year, the following needs to be sourced through this tender –

1. Licenses for PowerBI Pro setups for online cloud based dashboards for asyad users to view the data
2. Licenses for PowerBI Creator users who will create new dashboards and bring in new data sources
3. Implementation Cost for creating the corporate dashboard pages as currently available in the xls sheet
4. Integration of other Asyad dashboards including MDM Spend Analytics, Group Financial Consolidation solution, Marketing and BD to bring in their data into this corporate dashboard for a single unified group view of data
5. Infrastructure setup to support the PowerBI environment in the Asyad IT cloud infrastructure
6. Support and AMC for the software and hardware components of the solution, going forward.

2 Requirements to Collect Tender Document

2.1 Tenderer Details Sheet

- 2.1.1 In order to correctly identify the Tenderer and the Tenderer's point of contact for this Tender Process, Appendix 1 shall be completed by the Tenderer and presented, by hand or scanned and forwarded via email, to the Tender Section.

2.2 Tender Fee

- 2.2.1 The Tender Fee for this Tender is **Nil**
- 2.2.2 Tender Collection: E-Tendering

2.3 Confidentiality Declaration

- 2.3.1 Prior to the submission of proposals the Tenderer shall sign the attached Confidentiality Declaration (Appendix 2). The Confidentiality Declaration must be completed, signed by an authorised person, stamped with the Tenderers company stamp, and be presented, by hand or scanned and forwarded via email e-tendering , to ASYAD tender section before the tender documents can be released to the Tenderer.

3 ASYAD Contact Point

- 3.1.1 All communication with ASYAD shall be through Clarification Requests, in writing and addressed to e-Tendering and Clarification Requests shall be entertained after the Clarification Request Closing Date included in the table in Article 6 below.

4 Tender Bond

- 4.1.1 To ensure conformance of the Tender, ASYAD requires the Tenderer to issue a Tender Bond in the exact format detailed in Section T3. The value of this Tender Bond shall be indicated in Section T3. The Tender Bond shall be forwarded to ASAYD as part of the Technical Tender under separate cover. The Tender Bond

shall be enforced in the event that Tenderer fails to accept award of the contract or purchase order. ASYAD reserves the right to reject any tender submitted without a Tender Bond.

5 Pre Bid Clarification Meeting

5.1.1 A pre bid clarification meeting may be held depending on the requirement during the bidding stage.

6 Outline Tender Process and Submission of Tender

6.1.1 The technical Proposal submission date and the commercial Proposal submission date are the same but the technical Proposal and commercial Proposal shall be submitted in individually sealed separate packages. the opening of the technical Proposal and commercial Proposal are the discretion of ASYAD.

6.1.2 The proposed Tender Process schedule is:

Activity	Date
Floating of tender	07 th June 2020
Last ste to purchase tender document	14 th June 2020
Tender Submission Date	03 th July 2020

Tenders to be submitted by 02.00 PM on or before Tender Submission Date.

7 Tender Award

In the event that ASYAD considers Tenderer to be commercially a potentially successful competitor for the award of the contract, ASYAD may subject Tenderer to a further technical and financial evaluation. Only when a Tenderer satisfies ASYAD technical, financial and commercial requirements will a Contract be awarded.

ASYAD reserves the right to award the Tender on split basis or to award this tender one or more technically accepted tenderers.

8 Appendix 1 – Tenderer Details for this Tender

Contract/ Tender number	C-10-20
Contract/ Tender title	Group Corporate Dashboard for ASYAD using PowerBI Pro
Full name of Tenderer	
Postal Address	
City	
Country	
Web site	
Office main tel number	
Country of registration	
Status in Oman	Agent / locally registered branch office / Omani LLC / foreign company
Ownership details (percentages and names, indicate where Omani)	- XX% - - XX% - - XX% -

Tenderer’s representative to which all Tender correspondence shall be addressed

Name of person	
Fax number	
Telephone number	
GSM number	
e-mail address	

Tenderer’s agent in Oman (if applicable)

Omani agent name	
Postal address	
Fax number	
Telephone number	
GSM number	
e-mail address	
Our Omani agent is permitted to pick up the tender documents on our behalf	Yes No, we will pick up the documents ourself. No, please send the documents to my foreign address stated above.

Tender Documents Received by:

Signature

Resident Card No.....

9 Appendix 2 – Confidentiality Declaration

The undersigned having its principal office (The 'Tenderer') hereby declares vis-à-vis Oman Global Logistics Group SAOC (ASYAD), P.O. Box 470, PC 115 Muscat, Sultanate of Oman (The Company) to accept the following terms and conditions on which the Company is prepared to communicate to the Tenderer certain Confidential Information pertaining to the Work under the above mentioned Tender as hereinafter defined.

9.1 Definitions

9.1.1 Confidential Information

shall mean all knowledge, data or information acquired by Tenderer from, or disclosed to Tenderer by the Company, or on behalf of Company, in connection with the Tender Documents, Clarifications and the Tender Process in writing, drawings, magnetic tapes, computer programs or in any other way, as well as all knowledge, data or information derived there from, to the extent that such knowledge, data or information at the time of such acquisition or disclosure is not either already in the unrestricted possession of Tenderer or part of public knowledge or literature.

9.1.2 Confidential Record

Shall mean all Tender Documents, Clarifications and any other material containing Confidential Information.

9.1.3 Third Party

Shall mean any party other than ASYAD, or Tenderer.

9.2 Confidentiality

9.2.1 Tenderer shall preserve and cause its employees to preserve the confidentiality of any Confidential Information.

9.2.2 Tender shall not for any purpose other than the preparation and submission of a Tender disclose to any Third Party or enable any Third Party to note the fact that Tenderer has been invited to submit a Tender and/or, if applicable, the fact that the Contract is awarded to Tenderer; reproduce, copy or use, or disclose to, place at the disposal of or use on behalf of any Third Party or enable any Third Party to read, copy or use, any Confidential Information; except with the prior written consent of ASYAD.

9.2.3 The undertakings above shall continue insofar and for so long as the Confidential Information or Confidential Record in question has not:

- a) become part of the public knowledge of literature otherwise than through any act or default on the part of Tenderer; or
- b) been disclosed to Tenderer under an obligation to maintain secrecy by a Third Party (other than one disclosing on behalf of ASYAD, who could lawfully do so and who did not derive such Confidential Information or Confidential Record from ASYAD).

9.3 Copyright

9.3.1 The copyright in any Confidential Record shall, in the absence of any express provision to the contrary thereon, be vested in ASYAD. Copyright in any record containing geological or geophysical data acquired or generated by Tenderer in connection with the Contract shall be vested in ASYAD.

9.4 Return of Confidential Record

9.4.1 If tenderer declines to submit a Tender or is notified that its Tender is unsuccessful, upon written notification thereof by ASYAD, tenderer shall destroy electronic copies and return all hard copy tender documents including addenda and clarifications to ASYAD.

9.5 Third Parties

9.5.1 Tenderer shall ensure that if under the terms of this confidentiality agreement any of the confidential information comes to the knowledge and/or in the possession of any third party, tenderer shall require from such Third Party that it shall abide by stipulations equivalent to those contained in this confidentiality agreement.

9.6 Validity

9.6.1 This confidentiality declaration shall be valid for a period of (five) 5 years from the date signed by the tenderer.

Agreed and accepted this

..... Day of 2020

And signed by a duly authorized person on behalf of the Tenderer

(Signature) _____
Name: _____
Position: _____
For: _____

