

Inquiry no. LI-21.02-01

for the order of the delivery of the software-related services

72260000-5 Usługi w zakresie oprogramowania (PL)

72260000-5 Software-related services

1 Summary and background

IT Partners Telco Sp. z o.o. here in after called “Buyer” is currently accepting proposals for the provision of LTE small cell embedded software-related services. This request is a part of the „Innovative LTE-Advanced 450MHz microcell for critical communication systems” R&D project carried out under the „Path for Mazovia” program led by The National Centre for Research and Development in Poland.

IT Partners Telco Sp. z o.o. was founded in 2005 and is focused on developing and integrating wireless telecommunication systems for private operators. Starting from 2017 the company is also developing small cell products for private networks. IT Partners Telco Sp. z o.o. is located in Warsaw, Poland, and serves customers in Central Eastern Europe directly or globally thru partners.

The purpose of this Request For Proposal (RFP) is to solicit proposals from candidate companies, conduct a fair and extensive evaluation based on criteria listed herein, and select the candidate who best addresses the needs of IT Partners Telco Sp. z o.o. in the context of Supporting, Maintaining, and Developing the existing eNodeB software integrated with the Buyer hardware.

All proposals should be placed till 15 April 2021 according to Proposal Guidelines.

2 Proposal Guidelines

1. The offer should be submitted on a template Price Offer Form – Attachment no. 1 to this inquiry.
2. The offer should be signed by a person authorized to represent the Bidder.
3. The offer should be submitted in a paper form at the Project Office (Str Żupnicza 17, 03-821 Warsaw) or in electronic form (as a file in PDF format) sent to the address zamowienia@itpartners.com.pl not later than on 15 April 2021.
4. Offers submitted after the deadline will not be considered.
5. The Request For Proposal is not divided into parts. The Bidder is obliged to offer all services.
6. The Buyer reserves the right to check the Bidder’s human resources potential whose offer received the highest rating, through an interview and test tasks.
7. Further information related to Inquiry LI-21.02-02 may be provided by Michał Kajczuk, email: Michal.kajczuk@itpartners.com.pl

3 Scope of the Work

All described below services are related to the existing specific software package (hereinafter called “**eNB software**”) designed for a specific LTE small cell System on a Chip device. All business and technical details related to this software and the corresponding hardware platform could be enclosed under NDA for interested candidates after determining the absence of any conflict of interest.

The scope of potential collaboration covers the following services:

1. **Support & maintenance services** (with SLA) for the **eNB software** including L1-L3 software stack,
2. **Professional services** among others consisting of:
 - a. preparing feasibility studies,
 - b. developing new eNB features,
 - c. software integration,
 - d. testing & verification.

3.1 Support & maintenance service description

The potential Bidder will be generally responsible for the following types of service.

1. Answering support requests, related to:
 - o configuration,
 - o software issues,
 - o information requests.
2. Fault Correction – solving problems caused by L1-L3 eNB Software.
3. Provision of new software releases i.e. regular improvements (fixes, stability improvements, etc.) to software introduced by the Services provider issued at least once a year

Above mentioned services should be provided SLA not worse than:

- a. Response time for Highest problem type: max. 1 business day,
- b. Action time for Highest problem type: max. 2 business days,
- c. Permanent solution for Highest problem type: max 25 business days.
- d. Consolidation release (including all fixed): at least 2 per 1 year period.

3.2 Professional services description

The Buyer plans to enhance the functionality of the eNB software in the context of voice, critical and LTE-M communications. Taking into consideration the complexity of the matter the Buyer considers collaboration in join workgroups with Agile methodology. Therefore the default considered billing method is time&material and for the RFP purpose the manhour cost of following roles would be evaluated:

- a. Junior SW developer,

- b. Senior SW developer,
- c. Product Architect,
- d. Project Manager.

4 Timelines

1. The contract for **Support & maintenance service** should cover 1 year and could be prolonged for 2 additional years.
2. The end date of the validity period of **Professional** services is **March 31, 2023**.

5 Bidder Qualifications

1. The Bidder should have the right to access the source code of the eNB Software L2-L3 (Attachment no. 1),
2. The Bidder should have the right to access the source code of the eNB Software PHY or optionally have the right to obtain the support of the eNB Software PHY licensor (Attachment no. 1),
3. The Bidder should have previous experience related to supporting, maintaining, services or developing services of the eNB Software proven by at least three performed projects or references (Attachment no. 3).
4. The Bidder should indicate the persons capable to provide support, maintenance, and developing services of the Buyer's eNB Software PHY, L2-L3 with at least three years of experience in this field (Attachment no. 2). At least one person should be assigned to each position (Junior SW developer, Senior SW developer, Product Architect, Project Manager).

6 Submission of the offer

The Bidder is obligated to submit Attachment no. 1 (Offer Form) to this inquiry and the following, required documents:

1. Statement of the fulfillment of the conditions for the participation in the procedure and of no grounds for exclusion from the procedure (included in The Offer Form, attached as Attachment no. 1),
2. Statement of no relation to The Buyer (included in The Offer Form, attached as Attachment no. 1),
3. Description of the Bidder's experience confirming its skills necessary to the provision of the Supporting, Maintaining, and Developing services of the existing eNodeB software integrated with the Buyer's hardware (attached as Attachment no. 3),
4. Description of the Bidder's human resources potential confirming its possibilities to the provision of the Supporting, Maintaining, and Developing services of the existing eNodeB software integrated with the Buyer's hardware (attached as Attachment no. 2),

7 Proposal Evaluation Criteria

In case of submission of more than one offer, the Buyer will select the most advantageous offer based on the following criteria. The maximum number of points that an offer can receive is 100 points (in total). The tender that scores the highest number of points based on the below-mentioned criteria will be considered the most favorable.

7.1 Support & maintenance service for 12 months

- PC – price criterion, net price in EUR. Weight of the criterion: 40%. Maximum score: 40 points.

Description of the method of awarding points for meeting this offer evaluation criterion:

$$PC = \text{Minimal price} / \text{Offer price} \times 40 \text{ points}$$

PC – number of the points awarded for the examined offer,

The minimal price is understood as the lowest price among the submissions, examined offers.

Offer price – the price of the examined offer.

The highest number of points for this criterion would be awarded for the offer of the lowest price.

- TRT – ticket action time criterion. Weight of the criterion: 20%. Maximum score: 20 points.

Description of the method of awarding points for meeting this offer evaluation criterion:

$$TRT = \text{Action time for Normal problem type: max. 4 business days} - 20 \text{ points}$$

The maximum number of points that an offer can receive for this part equals 60 points.

7.2 Professional services

In this part of the procedure, the Bidder should indicate the price of the man-hour for **Junior SW developer, Senior SW developer, Product Architect and Project Manager**. For each of the listed positions, the following evaluation criterion applies:

- PC – price criterion, net price in PLN. Weight of the criterion: 10%. Maximum score: 10 points.

Description of the method of awarding points for meeting this offer evaluation criterion:

$$PC = \text{Minimal price} / \text{Offer price} \times 10 \text{ points}$$

PC – number of the points awarded for the examined offer,

The minimal price is understood as the lowest price among the submissions, examined offers.

Offer price – the price of the examined offer.

The highest number of points for this criterion would be awarded for the offer of the lowest price.

The maximum number of points that an offer can receive for this part equals 40 points.

8 Exclusion

In order to avoid a conflict of interest, entities related to The Buyer may not apply for the contract. Therefore, applicants can not be an entity:

- Related or being a subsidiary, jointly dependent, or dominant entity in relation to the Bidder in accordance with the Act of accounting of September 29, 1994.

- Remaining with The Bidder or with the members of its organs in such a factual or legal relationship that may raise justified doubts to the impartiality in the choice of the Contractor – marriage, kinship or affinity up to the second degree, adoption, guardianship, also through membership in the organs of the Contractor,
- Related or in partnership relation to the Bidder in accordance with Regulation No. 651/2014,
- Personally related to the Bidder according to the Art. 32 sec.2 in accordance with Act of tax on goods and services of March 11, 2004.

In order to confirm the lack of the premise for exclusion from the procedure, The Contractor is obliged to submit the statement contained in Attachment no. 1 - The Offer Form.

9 Privacy Policy

According to Art. 13 sec. 1 and 2 of the Regulation 2016/679 of the European Parliament and of the Council of April 27, 2016 of the protection of individuals with regard to the processing of personal data and the free movement of such data and repealing directive 95/46/WE (general regulation on data protection – Journal of Laws UE L 119 of 04/05/2016, page 1), hereinafter referred as “RODO”, we inform that:

- a) The administrator of your personal data is IT Partners TELCO Sp. Z.o.o, Str Żupnicza 17, 03-821 Warsaw; Phone no.: +48 22 8239151;
- b) The Data Protection Officer is Mrs. Maja Żurkowska; Email address: m.zurkowska@itpartners.com.pl;

The personal data presented in the offer will be processed on the basis of Art. 6 sec. 1 lit. C RODO for the purpose related to the inquiry no LI-21.02-01.

- a) The recipients of your personal data will be entities to whom the procedure’s documentation will be shared in accordance to §12 of the Project Co-financing Agreement, hereinafter the "Agreement";
- b) The personal data will be stored in accordance with Art. 97 sex. 1 of the Public Procurement Law, for a period of 3 years from the date of completion of the project;
- c) Decisions related to the personal data will not be made in a automated way in accordance with Art. 22 RODO.
- d) You have the right:
 - To access to the personal data in accordance to Art. 15 RODO;

- To correct of the personal data in accordance to Art. 16 RODO**;
 - To request from The Data Protection Officer to limit the processing of personal data in accordance with Art. 18 RODO except for cases included in Art. 18 sec. 2 RODO**,
 - To file a complaint to The President of the Personal Data Protection if you consider that the processing of your personal data violates the regulations of RODO.
- e) You do not have right:
- To delete personal data in accordance with Art. 17 sec. 3 lit. b, d lub e RODO,
 - To transfer personal data in accordance with Art. 20 RODO,
 - To object to the processing of personal data due to the legal basis for the processing of the personal data (Art. 6 sec. 1 lit. c ROD), in accordance with Art. 21 RODO.

*** Explanation: exercising the right to rectification could not result in a change of the contract award procedure and could not violate the integrity of the protocol from the procedure and its attachments.*

**** Explanation: the right to restriction of processing does not apply to storage, to ensure of legal remedies to protect the rights of another natural or legal person, of for reasons of important public interest of European Union or its member country.*

Attachments:

1. The Offer Form
2. List of persons authorized to provide services
3. List of experience necessary to provide services