

**Bangladesh Coast Guard Force  
Agargaon Administrative Area  
Sher-e-Bangla Nagar, Dhaka-1207**

**TENDER DOCUMENT  
FOR THE PROCUREMENT OF  
GOODS (NATIONAL)**

**(OTM)**

**Purchase of Various License Software For  
Bangladesh Coast Guard Force  
03 Lot**

**Invitation for CGHQ Project IT & Computer Tender No: 44.08.2680.005.02.001.18.93  
Date: 14 May 2018.**

## Section 2. Tender Data Sheet

*Instructions for completing the Tender Data Sheet are provided, as needed, in the notes in italics and under lined mentioned for the relevant ITT clauses.*

ITT Clause	Amendments of, and Supplements to, Clauses in the Instruction to Tenderers																						
<b>A. General</b>																							
<b>ITT 1.1</b>	<p><b>The Procuring Entity is Project Director IT &amp; Computer, Bangladesh Coast Guard Force Headquarters, Agargaon Administrative Area, Dhaka-1207.</b></p> <p>The Name and identification number of Tender are: 03 Lots of License Software, CGHQ Project IT &amp; Computer Tender No: 44.08.2680.005.02.001.18.93 Date: 14 May 2018.</p> <p>The number, identification and name of lots comprising the Tender are:</p> <p><b><u>Lot No:1</u></b>  <b>(a) Complete cloud based intelligent solution for IT management with E-Mail security.</b> - 100 Nos</p> <p><b><u>Lot No:2</u></b>            (a) END Point security - 100 Nos</p> <p><b><u>Lot No:3</u></b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">(a)</td> <td style="width: 60%;">Winrar</td> <td style="width: 15%;">- 100 Nos</td> <td rowspan="7" style="width: 10%; vertical-align: middle; text-align: center;">} As per Section-7</td> </tr> <tr> <td>(b)</td> <td>Winzip</td> <td>- 100 Nos</td> </tr> <tr> <td>(c)</td> <td>PDF Editor</td> <td>- 15 Nos</td> </tr> <tr> <td>(d)</td> <td>Photoshop</td> <td>- 02 Nos</td> </tr> <tr> <td>(e)</td> <td>Data Recovery</td> <td>- 01 Nos</td> </tr> <tr> <td>(f)</td> <td>Burning Tools</td> <td>- 02 Nos</td> </tr> <tr> <td>(g)</td> <td>Video Editor</td> <td>- 01 Nos</td> </tr> </table>	(a)	Winrar	- 100 Nos	} As per Section-7	(b)	Winzip	- 100 Nos	(c)	PDF Editor	- 15 Nos	(d)	Photoshop	- 02 Nos	(e)	Data Recovery	- 01 Nos	(f)	Burning Tools	- 02 Nos	(g)	Video Editor	- 01 Nos
(a)	Winrar	- 100 Nos	} As per Section-7																				
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(d)	Photoshop	- 02 Nos																					
(e)	Data Recovery	- 01 Nos																					
(f)	Burning Tools	- 02 Nos																					
(g)	Video Editor	- 01 Nos																					
<b>ITT 3.1</b>	The source of public fund is <b>Government of Bangladesh. (GOB).</b>																						
<b>ITT 3.3</b>	The name of the Development Partner is <b>Not Applicable.</b>																						
<b>ITT 5.1</b>	Tenderers from the following countries are not eligible: <b>None</b>																						
<b>ITT 6.1</b>	Goods and Related Services from the following counties are not eligible: <b>None</b>																						
<b>B. Tender Document</b>																							
<b>ITT 8.2</b>	The following are the offices of the Procuring Entity or authorised agents for the purpose of providing the Tender Document: Not Applicable																						

TT 9.1	<p>For <b>clarification of Tender purposes</b> only, the Procuring Entity's address is:  Attention: <b>Project Director IT &amp; Computer.</b>  Address: <b>Bangladesh Coast Guard Force, Headquarters, Agargaon Administrative Area, Dhaka-1207.</b>  Telephone: <b>02-9140601</b>  <b>Mobile No: 01766690020</b>  Electronic mail address: <b>it@coastguard.gov.bd</b></p>
ITT 10.1	A Pre- Tender meeting shall be held on : <b>NA</b>

<b>C. Qualification Criteria</b>	
ITT 14.1(a)	The Tenderer shall have a overall experience in the supply of similar goods and related services.
ITT 14.1(b)	The minimum specific experience is supplier in supply of goods : <b>NA</b>
ITT 15.1(a)	<p>The minimum amount of liquid asset or working capital or credit facility is</p> <p><b>Lot No – 1 - Tk. 18,00000/00</b>  <b>Lot No – 2 - Tk. 6,00000/00</b>  <b>Lot No – 3 - Tk. 6,00000/00</b></p> <p style="text-align: right;">( As supporting documents updated Bank Statement will be appreciated )</p> <p><b>(For Bank Solvency Certificate: The email address of the Issuing Bank including telephone, Mobile &amp; Fax Number to be mentioned with the tender document for official purpose).</b></p>
<b>D. Preparation of Tender</b>	
ITT 21.1(i)	The Tenderer shall submit with its Tender the following additional documents asked vide ITT 28.1(f).
ITT 23.1	Alternatives Tenders shall not be permitted.
ITT 24.3	Tenders are being invited for <b>03</b> lots
ITT 26.6	Price quoted for each lot shall correspond at least to <b>100%</b> of the items specified for each lot and correspond at least to <b>100 %</b> of the total lot value.
ITT 24.8	The following particular item represents more than fifty percent (50%) of the estimated lot value is: <b>Not Applicable</b>
ITT 28.1(f)	Manufacturer's authorization Required only when the supplier is not the manufacturer. In that case manufacturers consent letter, i.e. the manufacturer will do the work for the supplier, if he gets the work order, should be attached.
ITT 29.1	The Tender validity period shall be <b>90 days</b> .

ITT 31.1	<p>The amount of the Tender Security shall be :</p> <p><b>Lot –1. Tk. 40,000/00 (Pay order)</b></p> <p><b>Lot –2. Tk. 20,000/00 (Pay order)</b></p> <p><b>Lot –3. Tk. 15,000/00 (Pay order)</b></p> <p>(In favour of "<u>AYON O BAYON KORMOKORTA, COAST GUARD FORCE HEAD QUARTERS</u>")</p> <p style="text-align: center;"><u>(আয়ন ও ব্যয়ন কর্মকর্তা- কোস্ট গার্ড বাহিনী সদর দপ্তর)</u></p>
ITT 36.1	In addition to the original of the Tender, <b>one</b> copy shall be submitted.
<b>E. Submission of Tender</b>	
ITT 37.2	<p>The inner and outer envelopes shall bear the following additional identification marks :</p> <p><b>a. CGHQ Project IT &amp; Computer Tender No: 44.08.2680.005.02.001.18.93 Date: 14 May 2018.</b></p>
ITT 38.1	<p>For <b><u>Tender submission purposes</u></b> ,the Procuring Entity’s address is:  Attention <b>Project Director IT &amp; Computer</b>  Address: <b>Bangladesh Coast Guard Force, Coast Guard Headquarters, Agargaon Administrative Area, Dhaka-1207.</b>  The deadline for submission of Tenders is <b>12.00 pm. on 28 May 2018.</b></p>
ITT 38.3	<p>For <b><u>Tender submission purposes</u></b> ,the Procuring Entity’s address is:  <i>[Note:In case of <b>Multiple Dropping</b> sate below the addresses of the Primary Place and Secondary Places] <b>Not Applicable</b></i></p>
ITT 38.4	The deadline for the hand-delivering of the Tenders at the <b>Primary Place</b> is: <b>Not Applicable</b>
<b>F. Opening and Evaluation of Tenders</b>	
ITT 44.1	<p>The Tender opening shall take place at <b>Bangladesh Coast Guard Force Headquarters, Dhaka-1207.</b></p> <p><b>12.30 pm. on 28 May 2018..</b></p>
<b>G. Award of Contract</b>	
ITT 60.1	<p>The maximum percentage by which quantities per item may be increased is <b>20%</b>.  The maximum percentage by which quantities per item may be decreased is <b>20%</b>.  <i>[in both instances the maximum percentage is between 15 and 20 %].</i></p>
ITT 62.1	The amount of Performance Security shall be ten [10%] percent of the Contract Price.
ITT 62.3	The security deposit shall be deducted @ ten (10) percent from the successful Tenderer’s payable invoices during Contract implementation. If awarded the Contract.

## Section 4. Particular Conditions of Contract

*Instructions for completing the Particular Conditions of Contract are provided, as needed, in the notes in italics mentioned for the relevant GCC clauses.*

GCC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
<b>GCC 1.1(n)</b>	The Procuring Entity is Project Director IT & Computer, Bangladesh Coast Guard Force.
<b>GCC 1.1(s)</b>	The site(s)/ point(s) of delivery is/are: <b>Bangladesh Coast Guard Force, Headquarters, Dhaka-1207</b>
<b>GCC 3.1</b>	For <b>notices</b> , the Procuring Entity's contact details shall be: Attention: <b>Project Director IT &amp; Computer</b> Address: <b>Bangladesh Coast Guard Force Headquarters, Agargaon Administrative Area, Dhaka-1207.</b> Telephone: <b>02-9140601</b> Facsimile number: <b>02-9140092</b> Electronic mail address: <b>IT@coastguard.gov.bd</b>
	For <b>notices</b> , the Supplier's contact details shall be: Attention: Address: Telephone: Facsimile number: Electronic mail address:
<b>CC 7.1(i)</b>	The documents to be furnished by the supplier shall be as follows: (a) Attested copy of Valid trade license (b) Attested copy of Latest Income Tax certificate (c) Attested copy of Latest VAT registration certificate (d) Experience Certificate (e) <b>Bank solvency (Original)</b> (The minimum amount of liquid asset or working capital or credit facility to be mentioned) (f) Authorisation letter/Certificate is: Required (Note: The above requirements should be reviewed by a Procuring Entity on a case-by case basis. With amendments being made as necessary).





## Section 5. Tender and Contract Forms

<b>Form</b>	<b>Title</b>
	Tender Forms
PG3 – 1	Tender Submission Letter
PG3 – 2	Tenderer Information Sheet
PG3 – 3A	Price Schedule for Goods
PG3 – 3B	Price Schedule for Related Services (if requires).
PG3 – 4	Specifications Submission and Compliance Sheet
PG3 – 5	Manufacturer’s Authorisation Letter
PG3 – 6	Tender Security (Pay Order)
	Contract Forms
PG3 – 7	Notification of Award
PG3 – 8	Contract Agreement
PG3 – 9	Performance Security

Forms PG3-1 to PG3-6 comprises part of the Tender and should be completed as stated in ITT Clause 21.

Forms PG3-7 to PG3-09 comprises part of the Contract as stated in GCC Clause 5.



## Tender Submission Letter (Form PG3 – 1)

[This letter shall be completed and signed by the Authorized Signatory  
Preferably on the Letter-Head pad of the Tenderer].

To: [Contact Person] [Name of Procuring Entity] [Address of Procuring Entity]	Date: <b>14 May 2018.</b>
Invitation for BCGHQ Prject IT & Computer Tender No: 44.08.2680.005.02.001.18.93	[indicate IFT No]
Tender Package No:	[indicate Package No]
Lot No:	[indicate number of Lots]

We, the undersigned, offer to supply in conformity with the Tender Document the following Goods and related Services:

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In accordance with ITT Clauses 22 and 23, the following prices and discounts apply to our Tender:

The Tender Price is: *Taka [state amount in figures]*  
(ITT Sub-Clause 23.1) *and Taka[state amount in words]*

The conditional/ unconditional discount  
for being awarded more than one lot in  
this package is: *Taka [state amount in figures]*  
(ITT Sub-Clause 23.9) *and Taka[state amount in words]*

The methodology for Application of the  
discount is: *[state the methodology]*  
(ITT Sub-Clause 23.10)

The advance payment is: *[state the amount based on percentage  
of the Tender Price]*  
(GCC Sub-Clause 27.1)

and we shall accordingly submit an Advance Payment Guarantee in the format  
shown in Form PG3 - 10.

In signing this letter, and in submitting our Tender, we also confirm that:

- a) our Tender shall be valid for the period stated in the Tender Data Sheet (ITT Sub-Clause 27.2) and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- b) a Tender Security is attached in the form of a *[pay order / bank draft / bank guarantee]* in the amount stated in the Tender Data Sheet (ITT Clause 29) and valid for a period of 28 days beyond the Tender validity date;
- c) if our Tender is accepted, we commit to furnishing a Performance Security in the amount

d) stated in the Tender Data Sheet (ITT Sub-Clause 60.2) in the form stated in Tender Data Sheet (ITT Sub-Clause 60.1) and valid for a period of 28 days beyond the date of completion of our performance obligations;

e) we have examined and have no reservations to the Tender Document, issued by you on *[insert date]*;

including Addendum to Tender Documents No(s) *[state numbers]*, issued in accordance with the Instructions to Tenderers (ITT Clause 11). *[insert the number and issuing date of each addendum; or delete this sentence if no Addendum have been issued]*;

f) we, including as applicable, subcontractor for any part of the contract resulting from this Tender process, have nationalities from eligible countries, in accordance with ITT Sub-Clause 5.1;

g) we are submitting this Tender as a sole Tenderer

h) we are not a Government owned entity as defined in ITT Sub-Clause 5.3

or

we are a Government owned entity, and we meet the requirements of ITT Sub-Clause 5.3];

*(delete one of the above as appropriate)*

i) we, declare that we are not associated, nor have been associated in the past, directly or indirectly, with a consultant or any other entity that has prepared the design, specifications and other documents, in accordance with ITT Sub-Clause 5.5;

j) we, including as applicable subcontractor have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices, in accordance with ITT Sub-Clause 5.6;

k) furthermore, we are aware of ITT Sub Clause 4.3 concerning such practices and pledge not to indulge in such practices in competing for or in executing the Contract;

l) we intend to subcontract an activity or part of the Supply, in accordance with ITT Sub-Clause 16.1 to the following Subcontractor(s);

Nature of the Supply or related service	Name and address of Subcontractor
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m) we, confirm that we do not have a record of poor performance, such as abandoning the Supply, not properly completing contracts, inordinate delays, or financial failure as stated in ITT Sub-Clause 5.8, and that we do not have, or have had, any litigation against us, other than that stated in the Tenderer Information Sheet (Form PG3-2);

n) we are not participating as Tenderers in more than one Tender in this Tendering process. We understand that your written Notification of Award shall become a binding Contract between us, until a formal Contract is prepared and executed;

o) we understand that you reserve the right to accept or reject any Tender, to cancel the Tender proceedings, or to reject all Tenders, without incurring any liability to Tenderers, in accordance with ITT Clause 55.1.

Signature:

<i>[insert signature of authorized representative of the Tenderer]</i>
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Name:

<i>[insert full name of signatory with National ID]</i>
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In the capacity of:

<i>[insert designation of signatory]</i>
--

Duly authorized to sign the Tender for and on behalf of the Tenderer

*[If there is more than one (1) signatory add other boxes and sign accordingly].*

**Attachment 1:** Written confirmation authorizing the above signatory (ies) to commit the Tenderer, in accordance with ITT Sub-Clause 34.3;

### **Tenderer Information Sheet (Form PG3-2)**

*[The Tenderer shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted]*

Invitation for Tender No: 44.08.2680.005.02.001.18.93      Date 14 May 2018  
 Tender Package No: -

#### **A. Individual Tenderers**

<b>1. Eligibility Information of the Tenderer [ITT Clauses 5 &amp; 21]</b>	
1.1	Tenderer's Legal Name:
1.2	Tenderer's legal address in Country of Registration
1.4	Tenderer's Year of Registration
1.5	Tenderer's Authorised Representative Information
	Name
	National ID number
	Address
	Telephone / Fax Numbers
	e-mail address
1.6	<p>Attached are copies of original documents of: <i>[check box(es) of the attached original documents]</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <i>Articles of Incorporation or Registration of firm named in 1.1, in accordance with ITT sub-Clause 5.1 and 5.2]</i></li> <li><input type="checkbox"/> <i>In case of government owned entity, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITT Sub-Clause 5.3</i></li> <li><input type="checkbox"/> <i>An affidavit confirming the legal capacity stating that there are no existing orders of any judicial court that prevents either the tenderer or employees of a tenderer entering into or signing a Contract with the Procuring Entity in accordance with ITT clause 5</i></li> <li><input type="checkbox"/> <i>An affidavit confirming that the tenderer is not insolvent, in receivership or not bankrupt or not in the process of bankruptcy, not temporarily barred from undertaking their business for financial reasons and shall not be the subject of legal proceedings for any of the foregoing in accordance with ITT Clause 5.</i></li> </ul>

	<ul style="list-style-type: none"> <li><input type="checkbox"/> A certificate issued by the competent authority of Bangladesh stating that the Tenderer is a Tax payer having valid Tax identification Number (TIN) and VAT registration number or in lieu any other document acceptable to the Procuring Entity demonstrating that the Tenderer is a genuine Tax payer and has a VAT registration number as a proof of fulfilment of taxation obligations in accordance with ITT Clause 5 .</li> <li><input type="checkbox"/> Documentary evidence demonstrating that they are enrolled in the relevant professional or trade organizations registered in Bangladesh in accordance with ITT Clause 5.</li> </ul>
<b>2. Litigation History:</b> [Number of arbitration awards against the tenderer over the period in accordance the ITT Clause 13.1] if no [state "None"]	
<b>3. Qualification Information of the Tenderer:</b>	
3.1	Number of years of overall experience of the Tenderer in the supply of goods and related services as stated under ITT Sub-Clause14.1(a):
3.2	Number of completed supply contracts in the supply of similar goods and related services within the period mentioned in TDS as stated under ITT Sub-Clause14.1(b):
3.3	The supply and/or production capacity of Goods, if applicable, as stated under ITT Sub-Clause 14. (c)
3.4	<p>Number of completed supply contracts in the supply of similar goods and related services of required value within the period mentioned in TDS as stated under ITT Sub-Clause 15.1(a):</p> <ul style="list-style-type: none"> <li>▪ Number of Contracts:</li> <li>▪ Value of the Contracts:</li> <li>▪ Period of the Contract:</li> </ul>
3.5	Available liquid assets or working capital or credit facility in accordance with ITT Clause 15.1(b)



## Specifications Submission and Compliance Sheet (Form PG3-4)

Invitation for Tender No: 44.08.2680.005.02.001.18.93

Date: 14 May 2018

Tender Package No: -

Package *[enter description as specified in*

Description: *Section 6]*

Tender Lot No:

Lot *[enter description as specified in*

Description: *Section 6]*

Item No.	Name of Goods or Related Service	Country of Origin	Make and Model <i>(when applicable)</i>	Full Technical Specifications and Standards
1	2	3	4	5
	<b>FOR GOODS</b>			Note 1
	<b>FOR RELATED SERVICES</b>			

*[The Tenderer should complete all the columns as required]*

Signature:

<i>[insert signature of authorized representative of the Tenderer]</i>
--

Name:

<i>[insert full name of signatory with National ID]</i>
---

In the capacity of:

<i>[insert designation of signatory]</i>
--

Duly authorized to sign the Tender for and on behalf of the Tenderer

# Manufacturer's Authorisation Letter (Form PG3 - 5)

*[The Tenderer shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Tenderer shall include it in its tender, if so indicated in the TDS as stated under ITT Sub-Clause 26.1 (b)]*

Invitation for Tender No:	Date:
Tender Package No:	
Tender Lot No:	
To: Name and address of Procuring Entity]	

WHEREAS

We *[insert complete name of Manufacturer]*,

who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby

authorize *[insert complete name of Tenderer]* to supply the following Goods, manufactured by us *[insert name and or brief description of the Goods]*.

We hereby extend our full guarantee and warranty as stated under GCC Clause 33 of the General Conditions of Contract, with respect to the Goods offered by the above Tenderer.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Address: *[insert full address including Fax and e-mail]*

Title: *[insert title]*

Date: *[insert date of signing]*

## Bank Guarantee for Tender Security (Form PG3 – 6)

*[this is the format for the Tender Security to be issued by a scheduled bank of Bangladesh as stated under ITT Clauses 29 and 30]*

Invitation for BCGHQ Project IT & Computer Tender No: 44.08.2680.005.02.001.18.93      Date: 14 May 2018

Tender Package No: -

Tender Lot No:

To:

[Name and address of Procuring Entity]

### TENDER GUARANTEE No:

We have been informed that *[insert name of Tenderer]* (hereinafter called “the Tenderer”) intends to submit to you its Tender dated *[insert date of Tender]* (hereinafter called “the Tender”) for the supply of *[description of goods and related services]* under the above Invitation for Tenders (hereinafter called “the IFT”).

Furthermore, we understand that, according to your conditions, Tenders must be supported by a Bank Guarantee for Tender Security.

At the request of the Tenderer, we *[insert name of bank]* hereby irrevocably undertake to pay you, without cavil or argument, any sum or sums not exceeding in total an amount of Tk *[insert amount in figures and in words]* upon receipt by us of your first written demand accompanied by a written statement that the Tenderer is in breach of its obligation(s) under the Tender conditions, because the Tenderer:

- a. has withdrawn its Tender after opening of Tenders but within the validity of the Tender Security; or
- b. refused to accept the Notification of Award (NOA) within the period as stated under Instructions to Tenderers (ITT); or
- c. failed to furnish Performance Security within the period as stipulated in the NOA; or
- d. refused to sign the Contract Agreement by the time specified in the NOA; or
- e. did not accept the correction of the Tender price following the correction of the arithmetic errors in accordance with the ITT; or

This guarantee will expire:

- (a) if the Tenderer is the successful Tenderer, upon our receipt of a copies of the contract signed by the Tenderer and the Performance Security issued to you in accordance with the ITT; or
- (b) if the Tenderer is not the successful Tenderer, twenty-eight (28) days after the expiration of the Tenderer’s Tender validity period, being *[date of expiration of the Tender validity plus twenty-eight (28) days]*

Consequently, we must receive at the above-mentioned office any demand for payment under this guarantee on or before that date.

Signature

Seal



## Section 6. Schedule of Requirements

Invitation for Tender No: 44.08.2680.005.02.001.18.93      Date 14 May 2018  
 Tender Package No: -      Lot. No:

### A. List of Goods and Delivery Schedule

When completing Form PG3-2 the Tenderer shall quote prices and contract delivery dates for each item against each lot and show each Lot separately, as specified in the List of Goods and Delivery Schedule.)

Item No.	Description of Item	Unit of Supply	Quantity of Units required	Point of Delivery	Date Required (in weeks)
1	2	3	4	5	6
Procuring Entity's Option for delivery terms is: <i>[note 1]b</i>					
<b>03 Lots of License Software</b>					
Lot-1	Complete cloud based intelligent solution for IT management with E-Mail security .	100 Nos		<b>CGHQ</b>	<b>04 weeks from signing of contract.</b>
Lot-2	END Point security	100 Nos			
Lot-3	Winrar	100 Nos			
	Winzip	100 Nos			
	PDF Editor	15 Nos			
	Photoshop	02 Nos			
	Data Recovery	01 Nos			
	Burning Tools	02 Nos			
	Video Editor	01 Nos			

Note 1: The delivery date required at will start Column 6.

## SECTION-7

### Technical Specifications

The Goods and Related Services shall comply with following Technical Specifications:

**Lot No 1 Specification of Complete cloud based intelligent solution for IT management with E-Mail security .**

- 1.1 **Name of Item:** Complete cloud based intelligent solution for IT management with E-Mail security.
- 1.2 **Purpose:** To be used for Computer
- 1.3 **Quantity:** 100 in no.
- 1.4 **Country of Origin:** Bidder should be mention
- 1.5 **Year of Manufacture:** 2017 or Later.
- 1.6 **Manufacturing Country:** Bidder should be mention
- 1.7 **Port of Shipment:** Bidder should be mention
- 1.8 **Manufacture:** Bidder should be mention
- 1.9 **Scope of Supply:** The system should be cloud-based subscription service that brings together the best tools for the way people work today. By combining best-in-class apps with powerful cloud services, the system lets anyone create and collaborate anywhere on any device.
- 1.10 **Technical Specification of Complete cloud based intelligent solution for IT management with E-Mail security.**

1.10.1	<b>Brand/Model</b>	Bidder should be mention
1.10.2	<b>Country of Origin</b>	Bidder should be mention
1.10.3	<b>Quantity</b>	100( One Hundred)
1.10.4	<b>Compatibility/run system</b>	<b>Proshikha sabda &amp; Monir Key board will run this product that we type at monir key board easily.</b>
1.10.5	<b>Capabilities</b>	The system capabilities should give the team’s better ways to collaborate, secure data, and analyze information. Fill out the form and learn what the system can mean for your business by taking any of these five short guided tours:
		1. Meetings and voice
		2. Security and compliance
		3. Advanced analytics
		4. Email and calendar
	. applications	Email hosting with 100 GB mailbox and custom email domain address

1.10.6		Desktop versions of Office 2016 applications: Outlook, Word, Excel, PowerPoint, and OneNote, plus Access and Publisher for PC only ⓘ
		Web versions of Outlook, Word, Excel, and PowerPoint
		Web versions of Outlook, Word, Excel, and PowerPoint
		Unlimited personal cloud storage ⓘ
		Inform and engage with communication sites and team sites throughout your intranet using SharePoint
		Host online and video conferencing meetings for up to 250 people ⓘ
		Host meetings for up to 10,000 people with Skype Meeting Broadcast
		Get a hub for teamwork with Microsoft Teams
		Collaborate across departments and locations with Yammer
		eDiscovery with in-place search, hold, and export
		Manage schedules and daily staff work tasks with Cloud Staff Hub
		Manage tasks and teamwork with Microsoft Planner
		Manual retention and deletion policies and manual classifications
		Maximum number of users: unlimited
	Fast Track deployment support with purchase of 50+ seats at no extra cost	
1.10.7	<b>Advanced IT controls</b>	Give your IT flexibility and control while reducing IT costs. Move to the cloud on our terms, to manage easily, and automate tasks.
1.10.8	<b>Compliance simplified</b>	To Archive, use in-place legal hold, and find the documents to need fast. For Advanced data protection helps keep our data
1.10.9	<b>Office across devices</b>	To get the familiar Office experience across most devices, empowering our employees to get work done wherever they
1.10.10	<b>Benefits</b>	To Enjoy a fully installed Office experience across PCs, Macs, Windows tablets, iPad® and Android™ tablets, and most mobile devices. Each user can install Office on 5 PCs or Macs, 5 tablets (Windows, iPad, and Android), and 5 phones. ⓘ
		<b>Should have</b> a 100 GB mailbox per user and send attachments up to 150 MB.

		<p>To use archiving and legal hold capabilities, plus unlimited storage, for compliance needs. And use data loss prevention (DLP) policies and policy tips that educate your users for additional compliance enforcement in email.</p> <p><i>To have</i> Rights Management Services enables you to restrict access to documents and email to specific people and to prevent anyone else from viewing or editing them, even if they are sent outside the organization.</p>
1.10.11	<b>The cloud system should have Message Encryption,</b>	<p>Online Meetings, Meeting Broadcast, Instant messaging and Skype connectivity, Hub for teamwork, File storage and sharing, Intranet and team sites, Corporate social network, Office Online, Work management, Professional digital storytelling, Mobility , Enterprise management of apps, Intelligent search and discovery, Enterprise video service , Voicemail integration (Unified Messaging), Advanced compliance tools,</p>
1.10.12	<b>Authentication</b>	<p>Provider should have authorized partner of the vendor in Bangladesh.</p>

**Lot -2      END Point security**

- 2.1    **Name of Item:**                      END Point security
- 2.2    **Purpose:**                                      To be used at coast guard computer
- 2.3    **Quantity:**                                      100 in no.
- 2.4    **Country of Origin:**                      Bidder should be mention
- 2.5    **Year of Manufacture:**                      2017 or Later.
- 2.6    **Manufacturing Country:**                      Bidder should be mention
- 2.7    **Port of Shipment:**                      Bidder should be mention
- 2.8    **Manufacture:**                                      Bidder should be mention
- 2.9    **Scope of Supply:**                      END Point security is to be supplied complete in all respect  
Fulfilling the technical specifications with all required standard accessories/attachments and ready for immediate Use.

**2.10    Technical Specification of End Point security With DLP**

2.10.1	Brand	Bidder should be mention
2.10.2	Model	Bidder should be mention
2.10.3	Country of Origin	Bidder should be mention
2.10.4	Product type	Bidder should be mention
2.10.5	Endpoint Protection	Endpoint Threat Protection should provide integrated antimalware, firewall, device control, web and email security to deliver essential endpoint security defenses with centralized management. It should allow administrators to protect Windows, Mac and Linux environments from malware and 0-day threats and to prevent unauthorized devices, connections and websites from being accessed
		Solution must provide Virus protection at Servers and Desktop level
		Should be able to guard all Windows, Mac, and Linux endpoints against threats and should be managed from a single management console & single agent
		Endpoint Security client should create a common service layer— the Endpoint Security Platform. Common services such as logging, installation, data updating, and selfprotection should reside on a single layer. Should have the following integrated components like AV ,Firewall, Web Control , Threat Protection etc. ,which can adapt using updated information that can automate workflows to stop future attacks
		Endpoint Security product should have a Collaborative Framework i.e Threat Protection defenses should collaborate and share what they see in real time to coordinate identification and block the execution of suspicious fles,websites, and potentially unwanted programs for a higher level of protection . Should fulfill the following use case : A file hash if sent from Web Control part toThreat Prevention module, should trigger an ODS. Malicious files should be detected and blocked before they have full access to the system.Forensics data should be captured (source URL, file hash, and other information).Event data should be shared with other modules and management server software and should be visible in client user interface.
		Should have the ability to detect and remove unwanted joke programs, toolbars, adware, spyware, dialers etc & Post detection the actions that the antiviral performs must be the following:

Alert / Notify , Clean, Delete / Remove, Move / Quarantine, Prompt for Action
Shall support multiple Windows platforms
Endpoint protection vendor must have scored the highest in a test of protection against evasion attacks in NSS Labs report.
Should support file scan caching to avoid repetitive scanning of files which are unchanged since the previous scan
Proposed solution must automatically scan Compact disks, USB devices and Network shares in real-time when accessed.
Proposed solution should provide multiple policies to lockdown the desktop like – change in registry, Internet Explorer file settings, Exe file execution etc to block unknown zero day attacks and reduce dependency on frequent signatures
Should allow the On Demand Scanner to recognize the last scanned file and resume scanning from that file if an “On demand Scan” is interrupted
Should have the ability to control the amount of CPU resources dedicated to a scan process
The proposed solution should be capable of detecting and preventing buffer overflow vulnerability, irrespective of the exploit that is using the buffer overflow vulnerability. The solution should support buffer overflow detection and prevention on the following minimum applications:
Windows OS Services, Media Player, Internet Explorer, SQL Server, Word, Excel, Power Point, Auto Update, Explorer, Instant Messenger, Outlook, Outlook Express etc
Proposed solution should be capable of blocking TCP/IP ports on the System and also creating exceptions for specified applications to use these blocked ports.
Proposed solution should be capable of blocking read, write, execute, delete & change permissions on specified file(s)/folder(s)/Network Share(s).
The proposed solution should provide Self protection from modifying or disabling VirusScan
The management server should have a database which supports merging, backups, restoration and replication
Should support protection against POTENTIALLY UNWANTED PROGRAMS
Proposed solution should have integrated URL categorization feature
Should have Web Filtering for Endpoint that provides secured web access for anyone using the Internet for work-related or personal business—in or out of network.
Proposed solution should categories URLs for threats like – Spywares, Trojans, Spam, Adwares etc.
Solution URL category module should provide end user detail threat information about the site
The proposed solution should scan system memory for installed rootkits, hidden processes, and other behavior that suggests malicious code is attempting to hide itself
The proposed solution should allow to configure different policies for different set of Processes
Proposed solution must identify machines plugged into the network and notify the administrator of the presence of a machine without an Antivirus engine running on it.
Buffer overflow protection exclusions by API
Heuristic network check for suspicious files
Protection from malware even if no signature file available locally

		Should have enhanced tamper protection that guards against unauthorized access and attacks, protecting users from viruses that attempt to disable security measures
2.10.6	<b>Antivirus and Anti-Spam for Mail Server</b>	It should scan all mails passing through the Mail Server and cure for infections in documents attached to email messages and folders
		The real-time monitor should scans for viruses while messaging systems are live and running—without disturbing users
		It should support heuristic scanning for viruses and worms for which signatures are not released and documented
		Infection treatment should support report-only, cure, delete, move and rename file
		It should allow to pre-define certain extensions which can be blocked/exempted even without scanning
		It should allow scanning specified extensions or exclude certain extensions and allow scanning various types of compressed files
		It should allow notifications being sent to the owner, sender and administrator when and infection is detected
		Spam Prevention based on a search in the email body, header & attachments
		Spam prevention based on a pre-defined spam dictionary White List for trusted mail server, relays, email users and domains for a configurable time
		Attachment type recognition based on attachment extension, content, file type or file name
		Should search for keywords in the message content and block and alert the administrator in case found
		Facility of blocking e-mail addresses from where we do not want to receive e-mails
		Filters should automatically be downloaded from the proposed solution vendor to customer
		It should allow scanning the message body and supporting exchange features like proactive scanning and background scanning
		It should be possible to specify the number and level of detail of logs to keep
		Must be able to totally protect from spyware, adware, Trojans, key loggers, P2P Threats, Hackers tools, DDOS Attack Agents, in real time
		Must be able to support Interactive scan on demand
		Should have centralized management and reporting capabilities to deliver reports like top Spywares, by category, by infected machines, by risk priority etc
		Real time Active protection on memory, process termination / file removal of pests in active memory
		Must be able to scan from the desktop according to preset or customized configurations
Should have centralized update/download mechanism which should be able to download details of latest Spywares and push the same across all the desktops		
The solution must be able to auto-quarantine or auto-delete spyware or adware without end-user interaction		
		Proposed solution should provide single console to manage or integrate with the present or any components required in future like
		Anti-Virus
		Application Control
		HIPS
		Desktop Firewall
		Mail Server AV

2.10.7

**Management & Reporting**

Threat Intelligence Exchange
Data Loss Prevention
Encryption
Network IPS
The management tool should provide support for Microsoft Clustering Services. This would ensure that the management server is always available, even if the primary server shuts down for any reason
The centralized management console may be web-based
The centralized management console should be capable of deploying remotely the managed products (such as desktop AV) on a machine
The tool should support hierarchical grouping of machines and policy deployment. The grouping could be based on IP Address of a subnet of machines or a particular site
The Centralized management tool should be capable of deploying Pattern Files, Scan Engines, emergency releases of pattern files, patches, hot fixes and new product versions for all managed products
The centralized management tool should be able to deploy signature files for different products
Centralized management console should provide dashboard with multiple information & these information should also be fetched from database based on different queries
Console should support tagging of information in the database to provide flexible reporting
Administrator should be able to configure the update process as automatic or manual, controlled deployment
Update process should conserve WAN Bandwidth by having a distributed framework for signatures and policy updates
The centralized management console should provide management reports for different managed components like – Top N reports, Trend reports, Outbreak reports, Compliance reports
The centralized management console should support the way to build custom queries on the database to create custom reports
Central management console should provide automatic generation and delivery of reports to the respective administrators
Central management console should provide actionable reports
Central management console should support granular role based access control
The Centralized Management Console should deliver security threat information including current threats and the DAT and engine files necessary to protect against them
Must have the policy to restrict or permit access to potentially harmful web sites.
Web control Solution should warn employees before they interact with dangerous web sites, and give them the freedom to search and surf online with protection from web-based threats.
Prevent disruption and downtime from rogue systems that do not have agent installed by being able to identify them as they connect to the network
Should have near Zero-impact user scans only run when a device is idle
Policy sharing across servers and roll-up reporting
Should support agent handlers to allow management of end systems ,even off the network



		<p>Management server should have the capability to correlate threats, attacks, and events from endpoint, network,data security as well as compliance audits to improve the relevance and efficiency of security efforts and compliance reports.</p> <p>Proposed Solution should be Recognized for four straight years by Gartner as a leader/challenger in Endpoint Security and Mobile Data Protection</p> <p>Should Shorten the time from insight to response with dynamic and automated queries, dashboards, and responses</p> <p>The management server should be able to manage/report other vendors products too</p>
2.10.8	<b>Device Control Solution</b>	<p>Monitor, block and notify user when devices are connected to the machine to prevent data from leaking out. Devices include wireless access, firewire, bluetooth, serial port, parallel ports.</p> <p>Monitor and blocking of devices should include parameters such as vendor id, product id, serial number, bus type connection(usb, PCI,IDE), Device class and device name.</p> <p>Provide a a simple way to add new devices not in the default list that is to be monitored or blocked.</p> <p>Able to make DVD/CD Writers read-only to prevent data leakage.</p> <p>Able to make usb mass storage devices read-only to prevent data leakage</p> <p>Able to prevent confidential data from being copied to usb and yet allow other data to be copied.</p> <p>Able to automatically encrypt confidential data when its being copied to usb. Other data will not be encrypted.</p> <p>Monitor and prevent data copied to USB storage devices (thumb drives, iPods, etc.) and CD/DVD but not other USB devices e.g. mouse, keyboard, 3G modem</p> <p>Pop up user messages can be customized on a per protection rule basis.</p> <p>Offline agent bypass should be allowed based on FIPS compliant challenge-response. Agent shold be placed in monitoring mode instead of blocking mode during bypass. This is required in case of business critical situation such as director needs to send out email urgently.</p> <p>Agent-based scanning enables parallel scanning of thousands of endpoints</p> <p>Ability to support global distributed deployments of endpoint machines</p> <p>Tamper proof agent that cannot be inappropriately disabled; if somehow stopped, a separate service restarts it. The same protection applies in safe mode.</p> <p>Agent does not appear in "Add/Remove Programs" and System Tray, and obfuscated in Services and Task Manager</p> <p>Agent uninstallation can be done offline based on challenge-response.</p> <p>Communications between agent and server are encrypted and authenticated</p> <p>Filter scans based on tag classification</p> <p>Scans can be configured to run on schedules by day and/or time of week.</p> <p>The device control should be upgradeable to full fledged data leakage protection solution through a license upgrade</p>
		<p>The OEM should have bundled 24-7 support via phone ,mail &amp; chat .</p> <p>The OEM should have a support and R&amp;D center in India /Saarc countries</p> <p>The OEM should have a option of providing a dedicated Support Account Manager (SAM) who delivers proactive account management services at a cost</p> <p>At an additional cost the OEM should have a option of direct access to product specialists who are technical experts on the solution proposed through the SAM .</p>

2.10.9	<b>Support</b>	The optional OEM Support Account Manager should conduct up to two onsite meetings with the customer team per year
		The OEM should provide a Minimum Escalation Requirements Tool to assist OEM technicians to quickly diagnose issues.
		Should have new Endpoint Protection Technology features like
		Should get real-time intelligence and actionable threat forensics from defenses that communicate and learn from each other to combat advanced threats.Should have capability to connect to in-house Threat Intelligence Exchange Server .
		Should strengthen the defenses with faster scanning, threat updates, maximized CPU, and protection performance that is proven to be effective in third-party tests
		Should have AV-TEST score of atleast 17.5 out of possible 18
		Should be able to simplify our defenses and remove the complexity of duplicate technologies, connect other solutions, and enable more of our defenses to communicate with each other using our endpoint security framework.
		Should boosts performance by avoiding scans on trusted processes and prioritizing those appearing suspicious.
		Should have Functionality de-duplication: The integrated common service layer should eliminate redundancies caused by multiple point product installations on a single machine ,there should be only one firewall, one self-protection, one access protection, and one buffer overflow protection as functionality de-duplication also helps to reduce confusion over what to install.
		Should allow administrators to configure on-demand scans in "scan on idle" mode. When this is enabled, on-demand scans should only run when the system is idle. User systems are idle during certain time periods, such as when users take lunch or coffee breaks. The product should take advantage of this idle time to perform scans. When the user is active, the scan should pause automatically. Even if a user reboots, the scan should not terminate; rather, it should simply stay paused until idle.
		Should have a option to integrate with Threat Intelligence Exchange Server to Instantly share patient zero threat insight with all other endpoints to prevent infections and update protection
		Should apply machine-learning behavior classification to block zero-day threats before they execute and stop live execution of threats that evaded previous detection.
		Should automatically unmask, analyze, and remediate threats without requiring manual intervention.
		Should Adapt defenses using automated classification and a connected security infrastructure.
		Should detects malware that can only be found through dynamic behavioral analysis. Should have deep integration to share real-time reputation updates and enhances security efficacy for all security components.
		The solution must have capability for managing DLP and Endpoint protection security from the same console
		Support for 1 year
OEM must be a dedicated security vendor		
All solution come from a single OEM		
have minimum two PO for DLP solution about the proposed OEM product		

**Lot -3. Specification of Others Software**

- 3.1.1 **Name of Item:** Winrar
- 3.1.2 **Purpose:** To be used computer
- 3.1.3 **Quantity:** 100 NoS
- 3.1.4 **Country of Origin:** Bidder should be mention
- 3.1.5 **Year of Manufacture:** 2017 or Later.
- 3.1.6 **Manufacturing Country:** Bidder should be mention
- 3.1.7 **Port of Shipment:** Bidder should be mention
- 3.1.8 **Manufacture:** Bidder should be mention

3.1.9. **Scope of Supply:** Winrar is to be supplied complete in all respect fulfilling the technical specifications with all required standard accessories/attachments and ready for immediate Use.

**3.1.10 Technical Specification of Winrar**

<b>3.1.10.1</b>	Brand	Bidder should be mention
<b>3.1.10.2</b>	Model	Bidder should be mention
<b>3.1.10.3</b>	Origin	Bidder should be mention
<b>3.1.10.4</b>	Quantity	100Nos
<b>3.1.10.5</b>	<b>Features</b>	<p>RAR archives can include an optional quick open information controlled with -qo[- +] switch or "Quick open information" options group in archiving dialog. It allows to open the archive contents in WinRAR faster</p> <p>ZIP compression supports several processor cores resulting in noticeably higher performance in multi-core environment</p> <p>Memory use for ZIP compression is about 15 MB</p> <p>Recovery volume creating and processing can use several CPU cores resulting in higher speed</p> <p>Find files command can search data in 7-Zip archives</p> <p>Consistently creates smaller archives which will save you disc space, transmission costs and valuable working time as well</p> <p>Supports all popular compression formats (RAR, ZIP, CAB, ARJ, LZH, ACE, TAR, GZip, UUE, ISO, BZIP2, Z and 7-Zip)</p> <p>The special compression algorithm compresses multimedia files,</p> <p>Allows you to split archives into separate volumes easily, making it possible to save them on several disks for example</p> <p>Process non-RAR archive formats</p> <p>Long filename support</p> <p>Programmable self-extracting archives (SFX)</p>

	Damaged archive repair
	Authenticity verification
	Embedded file comments
	Unicode is supported in archive file names
	Manipulate the parameters of many archives simultaneously
	View a volume sequence as a single archive
	Extraction-only support for BZIP2, JAR (Java ARchive) and ACE 2.0
	Use full file paths in the exclude lists
	Unpack archive contents to the current folder
	Support for ISO9660 file formats and SFX modules

- 3.2.1 **Name of Item:** Winzip
- 3.2.2 **Purpose:** To be used computer
- 3.2.3 **Quantity:** 100 NoS
- 3.2.4 **Country of Origin:** Bidder should be mention
- 3.2.5 **Year of Manufacture:** 2017 or Later.
- 3.2.6 **Manufacturing Country:** Bidder should be mention
- 3.2.7 **Port of Shipment:** Bidder should be mention
- 3.2.8 **Manufacture:** Bidder should be mention

3.2.9. **Scope of Supply:** Winzip is to be supplied complete in all respect fulfilling the technical specifications with all required standard accessories/attachments and ready for immediate Use.

**3.2.10. Technical Specification Of Microphone array system**

<b>3.2.10.1</b>	Brand	Bidder should be mention
<b>3.2.10.2</b>	Model	Bidder should be mention
<b>3.2.10.3</b>	Origin	Bidder should be mention
<b>3.2.10.4</b>	Quantity	100Nos
		NEW! Quickly unzip to the folder displayed in the WinZip Files Pane with the click of a button.
		NEW! Convenient prompts simplify unzipping Zip files from Explorer, the WinZip Files Pane, and the WinZip Ribbon or File menu to your choice of folders
		NEW! Open and unzip POSIX TAR files
		NEW! Enjoy up to 50% faster start-up performance

<b>3.2.10.5 Features</b>	Unzip and replace a group of Zip files with their content
	Create a split Zip file from Explorer for hassle-free sharing of large files
	Open more files types as a Zip, including DOCX, XLSX, PPTX, XPS, ODT, ODS, ODP, ODG, WMZ, WSZ, YFS, XPI, XAP, CRX, EPUB, and C4Z
	Use the super picker to unzip locally or to the cloud
	Get up to speed quickly with the Interactive Welcome Screen
	Compress MP3 files by 15 - 20 % on average
	Zip and unzip files instantly with 64-bit, best-in-class software
	Open and extract Zipx, RAR, 7Z, LHA, BZ2, IMG, ISO and all other major compression file formats
	Open CAB, Zip and Zip 2.0 Methods
	Convert other major compressed file formats to Zip format
	Apply 'Best Compression' method to maximize efficiency automatically based on file type
	Reduce JPEG image files by 20 - 25% with no loss of photo quality or data integrity
	Compress using BZip2, LZMA, PPMD and Enhanced Deflate methods
	Compress using Zip 2.0 compatible methods
	'Auto Open' a zipped Microsoft Office file by simply double-clicking the Zip file icon
	Employ advanced 'Unzip and Try' functionality to review interrelated components contained within a Zip file (such as an HTML page and its associated graphics)
	Encrypt/Decrypt
	NEW! Easily remove personal data (EXIF) from various files so that when they are shared, your information is not included
	NEW! Quickly recover encrypted files left by past employees or during forensic audits.
	ENHANCED! Easily encrypt an existing Zip file with a click of a button on the Tools ribbon
	ENHANCED! Update a Zip file, which contains encrypted files, with an automatically-encrypted replacement
	ENHANCED! Encrypted files within a Zip file cannot be deleted without knowing the password
	Apply encryption and conversion options, including PDF conversion, watermarking and photo resizing, before, during or after creating your zip
	Apply separate conversion options to individual files in your zip
	Take advantage of hardware support in certain Intel-based computers for even faster AES encryption
	Check 'Encrypt' to password protect your files using banking-level encryption and keep them completely secure

	Secure sensitive data with strong, FIPS-197 certified AES encryption (128- and 256-bit)
	FIPS 140-2 encryption, both at rest and during exchange on a properly configured computer. Set to FIPS 140-2 compliance, even if Windows OS is not in FIPS 140-2 mode.
	Auto-wipe ('shred') temporarily extracted copies of encrypted files using the U.S. Department of Defense standard (DoD 5220.22-M) to prevent misuse
	Establish your own password policy by defining complexity requirements
	Encrypt and decrypt confidential files and email attachments
	Manage
	NEW! Quickly and easily reduce image file size by converting images from one format to another
	NEW! Use WinZip Express to easily place a cloud link for any file onto the clipboard where it may be pasted into other apps for sharing
	NEW! Manage your WinZip contact list; choose to not add one-time recipients and manually entered contacts
	NEW! Buttons for disabled features are hidden avoiding confusion.
	NEW! Use the Classic interface - which hides the Files and Actions panes - allowing you to focus only on compression functionality.
	ENHANCED! Add or move files from Explorer into a Zip file more easily with a new Move button alongside the Add button
	Open, view and manage different folders at the same time using the Files Pane Tabs instead of using multiple Windows Explorer windows
	Navigate through various folders using the Folder Trees option in the Files Pane
	Expand or revert the Files Pane by swiping
	Add a Network location from another domain
	Click the Image Information button in the Preview Pane to review image details, including dimensions, file size, pixels and more
	Quickly access your frequently used local, network, and cloud folders in Frequent Folders
	Create folders on your PC, network or cloud service from WinZip
	Securely delete files and folders with the new Wipe feature
	Restore accidentally deleted, copied, moved or renamed files
	Open a file from the cloud in the correct application, or in an alternate application
	Open and edit a file in the default application or an alternate one
	View property info for files and folders
	Map a folder or network location to a drive
	Copy, move, delete and multi-file rename files
	Copy a path to the clipboard
	Copy a cloud link to the clipboard

	View thumbnail previews of a selected file, whether it is in your zip, on your PC, network or cloud service (if the cloud service supports thumbnails)
	Preview the contents of images and documents, rotate and resize images, save an image as a background and share previewed files by email, IM or social media
	Scroll through files in the Previewer with the flick of a finger on touch displays
	Quickly access the most-used file management tools with the new Manage Files button
	Choose new Table view to optimize your display for mouse/keyboard or select Icon view to optimize for touchscreens
	Pin your favorite folders to the top level in the Files Pane or super picker for easier access
	Open WinZip Express from the Files Pane for quick zipping and sharing
	View file details with the new Properties feature
	Access cameras and phones attached to your computer via folders
	Easily remove a folder from the Frequent Folders list
	Choose to always show scrollbars when using WinZip on your desktop
	Background tools remind you about unused files in various folders and the recycle bin so you can regain space on your system, securely delete them or zip and move them to a cloud service
	WinZip Express tools support Office 2016
	Access all your files from your PC, network, Windows Home Group and supported cloud services via the Places list
	Includes WinZip Express for Explorer, Office and Photos built-in, and WinZip Express for Outlook as a free download
	Maximize display space on devices with auto-hide scroll bars that disappear when not needed
	Place a file in a zip without leaving a copy on your system with the Move option
	Easily browse and find files in your zip with new Thumbnails
	Customize WinZip more easily with redesigned configurable settings
	Browse all your local, network and cloud files more easily in the Files Pane
	See the right tools for the task with the dynamic, slide-in Actions pane, which changes to display different features depending on your choices
	Easily change the interface to Manage mode when you want to quickly access file management features, and see details like file type, size and date
	Use WinZip on any touch-enabled device or computer
	Use WinZip on new 2-in-1 computers. The display automatically adjusts when you switch between tablet and laptop modes
	Rotate, Resize and View full-size images directly from within a Zip file
	Temporarily extract Zip files using the 'Unzip and Try' feature and delete any files you do not need
	Extract to selectable folder location or current folder location
	Zip only the files you want using Include and Exclude filters

	Use WinZip's Explorer View to display image thumbnails for easy browsing
	Manage which cloud storage, social media and file sharing services employees can access. Enforce AES encryption and password protocols. Turn conversion features on/off as desired.
	Learn how to configure and deploy WinZip Enterprise to support your organization's file sharing needs and policies with the Installation and Configuration Guide.
	Open a Virtual Image file the same way you open a Zip file. View the content and extract files to any location. Supports VHD files, including NTFS compressed files, and VMWare files.
	IT administrators can set protocols to control the movement of information and files based on whether files are defined.
	Package & Share
	NEW! Streamline workflow when sharing via Slack IM.
	Keep track of which Zip files you have shared via WinZip or Zip Share
	Manage files shared by WinZip or Zip Share. Open and view, share again or remove shared files
	Add and access up to 16 accounts for each cloud and IM service
	Email anyone directly from WinZip by adding contacts from all your supported sources into one Combined Address Book
	Move selected files to individual zip files for streamlined sharing
	Share individual files or the entire zip with the Send What feature
	Share individual files or the entire zip with the Send What feature
	Share converted files without having to save them first, WinZip creates a temporary file that is automatically deleted after sharing
	Share to YouTube, Facebook, Twitter and LinkedIn
	Scan and share images and documents directly from WinZip
	Support for flatbed scanners let you create a PDF with multiple images without a document feeder
	Share photos directly from your camera with Snap and Share
	WinZip email supports IMAP for Gmail and Outlook (Hotmail)
	WinZip email supports Gmail's two-step authentication process
	Simply click to share links from the cloud by email, IM, social media and the Clipboard
	Select recipients by name as well as by email address in the Combined Address Book
	Share zipped files via instant messaging services, including Office 365 Groups, Twitter, Google Talk/Google+ Hangouts, Yahoo! Messenger and Jabber
	Choose a file from your computer, cloud service or a zip, then choose to share by email, social media or IM, and WinZip does the rest with Smart Share
	Easily share links by Skype and other services with automatic links that are available to paste from the Clipboard
	Share an unzipped image directly from the File Viewer to social media sites



	Use direct access to cloud services, including Box, Google Drive, OneDrive, Dropbox, Cloud Me, Sugar Sync and now Media Fire to open zip files saved in the cloud, zip files before you upload or select files from the cloud to zip and share
	Access and manage files in the cloud easily with streamlined cloud navigation, and new options to download, share, move, rename, unzip and delete files or folders.
	Send links to your cloud files by email, instant messaging and social media with Cloud Links
	Directly access the new Zip Share file sharing services from WinZip to connect to your cloud accounts and easily share compressed files by email and social media
	Convert documents to PDF, including read-only PDFs, using WinZip's built in PDF conversion tool
	Convert images to more convenient sharing sizes automatically when adding them to a Zip file so your high-resolution photos send faster and fit standard computer screens*
	Add custom watermarks to images and PDFs to deter unauthorized copying, add traceability and protect intellectual property. Adjust the transparency and add date/time stamping if desired.
	Zip and email files using the most popular email and webmail systems (WinZip comes configured to work with Microsoft Outlook, Yahoo! Mail, Gmail, and Hotmail) or configure WinZip to support additional email services beyond the preset selections
	Create self-extracting archives (.exe files) to send to people that may not own WinZip using the built-in 'Self-Extractor Personal Edition'
	Automatically zip
	Zip and upload files to a company-provided SharePoint site. Select and download files previously uploaded to SharePoint directly from WinZip. Create a Zip and Share drop-down menu in the SharePoint web interface.
	<b>Backup &amp; Automate</b>
	NEW! Use the Job Wizard to easily backup personal files in a Windows Protected Environment (WIP) without having to manually suppress work files.
	Make sure your computer is secure by having WinZip shut it down after running an automatic backup
	Use the Job Wizard Super Picker to combine files from your computer, network and cloud services in a single backup. Save the resulting Zip to the cloud.
	Now you can drag and drop files from Explorer or the WinZip Files Pane into the job wizard
	Skip steps when defaults and settings do not require changes with automatic backup creation and editing
	Backup your documents, email, desktop, favorites, pictures, libraries, etc. with just a click, using one of the predefined backups on the 'Backup' tab
	Create custom backups for selected files or folders or define custom WinZip jobs to automate routine zipping tasks
	Backup photos directly from your digital camera

		Burn backups directly to CD, DVD or Blu-ray Disc (automatically split them over multiple discs if necessary)
		Email backups automatically from virtually any of your email addresses or upload backups to an off-site server using WinZip's internal FTP client
		Backup to any connected cloud account, desktop folder or between cloud accounts
		Send notifications by social media and instant messaging when automated jobs have completed using the updated Job Wizard
		Use the 'WinZip Command Line Support Add-On' for scripting (free add-on)

- 3.3.1 **Name of Item:** PDF Editor
- 3.3.2 **Purpose:** To be used computer
- 3.3.3 **Quantity:** 15 NoS
- 3.3.4 **Country of Origin:** Bidder should be mention
- 3.3.5 **Year of Manufacture:** 2017 or Later.
- 3.3.6 **Manufacturing Country:** Bidder should be mention
- 3.3.7 **Port of Shipment:** Bidder should be mention
- 3.3.8 **Manufacture:** Bidder should be mention

3.3.9. **Scope of Supply:** PDF Editor is to be supplied complete in all respect fulfilling the technical specifications with all required standard accessories/attachments and ready for immediate Use.

### 3.3.10. **Technical Specification of** PDF Editor

<b>3.3.10.1</b>	Brand	Bidder should be mention
<b>3.3.10.2</b>	Model	Bidder should be mention
<b>3.3.10.3</b>	Origin	Bidder should be mention
<b>3.3.10.4</b>	Quantity	15Nos
<b>3.3.10.5</b>	<b>Features</b>	Create & Merge
		Convert & Export
		Edit & OCR
		Collaborate & Review
		Fill,Sign & Secure
		Work From Anywhere

- 3.4.1 **Name of Item:** Photoshop
- 3.4.2 **Purpose:** To be used computer
- 3.4.3 **Quantity:** 02 NoS
- 3.4.4 **Country of Origin:** Bidder should be mention
- 3.4.5 **Year of Manufacture:** 2017 or Later.
- 3.4.6 **Manufacturing Country:** Bidder should be mention
- 3.4.7 **Port of Shipment:** Bidder should be mention
- 3.4.8 **Manufacture:** Bidder should be mention

3.4.9. **Scope of Supply:** Photoshop is to be supplied complete in all respect fulfilling the technical specifications with all required standard accessories/attachments and ready for immediate Use.

**3.4.10. Technical Specification of Photoshop**

<b>3.4.10.1</b>	Brand	Bidder should be mention
<b>3.4.10.2</b>	Model	Bidder should be mention
<b>3.4.10.3</b>	Origin	Bidder should be mention
<b>3.4.10.4</b>	Quantity	02Nos
<b>3.4.10.5</b>	<b>Features</b>	Adjust, crop, retouch all photos and images
		Remove and move objects and backgrounds
		Combine images to create new scenes
		Jump-start your creative projects with a variety of templates from
		Access your Lightroom photos in Photoshop
		Automate tasks and actions in Photoshop
		Add artistic and creative filters like blurs
		Paint with smooth lines and curves using advanced brushes
		Make 3D artwork for animation or print
		Adjust weight and width on variable fonts

- 3.5.1 **Name of Item:** Data Recovery
- 3.5.2 **Purpose:** To be used computer
- 3.5.3 **Quantity:** 01NoS
- 3.5.4 **Country of Origin:** Bidder should be mention
- 3.5.5 **Year of Manufacture:** 2017 or Later.
- 3.5.6 **Manufacturing Country:** Bidder should be mention
- 3.5.7 **Port of Shipment:** Bidder should be mention
- 3.5.8 **Manufacture:** Bidder should be mention

3.5.9. **Scope of Supply:** Data Recovery is to be supplied complete in all respect fulfilling the technical specifications with all required standard accessories/attachments and ready for immediate Use.

**3.5.10. Technical Specification of Data Recovery**

<b>3.5.10.1</b>	Brand	Bidder should be mention
<b>3.5.10.2</b>	Model	Bidder should be mention
<b>3.5.10.3</b>	Origin	Bidder should be mention
<b>3.5.10.4</b>	Quantity	01Nos
<b>3.5.10.5</b>	<b>Features</b>	Use Across Devices
		Recover Any File Type
		Find Lost Emails
		Customize System Scans
		Preview Files
		Navigate Easily

- 3.6.1 **Name of Item:** Burning Tools
- 3.6.2 **Purpose:** To be used computer
- 3.6.3 **Quantity:** 02NoS
- 3.6.4 **Country of Origin:** Bidder should be mention
- 3.6.5 **Year of Manufacture:** 2017 or Later.
- 3.6.6 **Manufacturing Country:** Bidder should be mention
- 3.6.7 **Port of Shipment:** Bidder should be mention
- 3.6.8 **Manufacture:** Bidder should be mention

3.6.9. **Scope of Supply:** Burning Tools is to be supplied complete in all respect fulfilling the technical specifications with all required standard accessories/attachments and ready for immediate Use.

**3.6.10. Technical Specification of Burning Tools**

<b>3.6.10.1</b>	Brand	Bidder should be mention
<b>3.6.10.2</b>	Model	Bidder should be mention
<b>3.6.10.3</b>	Origin	Bidder should be mention
<b>3.6.10.4</b>	Quantity	02 Nos
<b>3.6.10.5</b>	<b>Features</b>	Import & Create
		Burn Copy Alternative
		Organize Play Stream
		Rip Convert
		Secure encrypt Compress
		Stream Download

3.7.1 **Name of Item:** Video Editor

3.7.2 **Purpose:** To be used computer

3.7.3 **Quantity:** 01Nos

3.7.4 **Country of Origin:** Bidder should be mention

3.7.5 **Year of Manufacture:** 2017 or Later.

3.7.6 **Manufacturing Country:** Bidder should be mention

3.7.7 **Port of Shipment:** Bidder should be mention

3.7.8 **Manufacture:** Bidder should be mention

3.7.9. **Scope of Supply:** Video Editor is to be supplied complete in all respect fulfilling the technical specifications with all required standard accessories/attachments and ready for immediate Use.

**3.7.10. Technical Specification of Video Editor**

<b>3.7.10.1</b>	Brand	Bidder should be mention
<b>3.7.10.2</b>	Model	Bidder should be mention
<b>3.7.10.3</b>	Origin	Bidder should be mention
<b>3.7.10.4</b>	Quantity	01 Nos
<b>3.7.10.5</b>	<b>Features</b>	To Edit all types of Video

4. **Test, Trial and Acceptance:** The Supplier will carry out test and trial of the supplied Software at buyer's premises and hand over the items in fully operational condition. An acceptance certificate will be signed between representatives of buyer after satisfactory test/trail. The supplier must complete the connection and run all Software at Coast Guard .
5. **Warranty:** Warranty is to be given by the manufacturer for all the supplied items for a period of 1 Years 24x7 Support with 4 Hours Response Time from the date of acceptance by the buyer provision to be kept open for extension of validity further one or multiple yearS
6. **Validity of Offer:** The offer should remain valid until 30 Jun 2018.
13. **Condition for Acceptance of Quotation:** Quotation has to have supporting documents (booklets, leaflet, catalogue, brochure etc) having detailed particulars of the offered items in English. If detailed information regarding specifications, maker's book and catalogue about the same model of the Offered Software scope of supply etc are not provided, the quotation will not be accepted.
7. **Compliance Statement:** A compliance statement fulfilling all the requirement of the tender is to be submitted for evaluation of the quotations. Stating mere 'Yes' or 'No' will not suffice and detailed description/information as required is to be given. An incomplete compliance statement may attribute to cancellation of the offer.
8. **Training:** Training for the operator and maintainer is to be conducted for at least 3days for 5 CG personnel at the supplier's cost in Bangladesh, detail of which is to be mentioned.
9. **Delivery Schedule:** Procurement quantity is to be delivered in full within 21 days from the date of issuing work order.
10. **Inspection by CI&QC:** CI&QC will inspect the Equipment at CGHQ Premises. CI&QC will consider the following point:
  - a. Quality of Software
  - b. Design and outlook.
  - c. Technical details as per contact
  - d. Other points mentioned in the agreement.
  - e. Final acceptance for overall performance.
11. **Supplier's Service and Responsiveness:** Supplier must reply to buyer's query within 04 days of raising the query.
12. **Financial Offer.** Price of individual items and total price to be quoted including VAT and IT.
13. **Installations.** All Software at All Zone & respective area as required by BCG.
14. **Payment:** Payment will be made in BDT as per BCG Policy/PPR-2008.
15. **Liquidated Damage(LD):** LD will be applicable as per BCG Policy/PPR-2008.
16. **Packaging:** All Software are to be delivered in standard commercial policy Name of Items.
  - a. Consignee.
  - b. Work Order No. and date.
  - c. Supplier's name and address.
  - d. Quantity in each package.