Technical Specifications:

(To be submitted along with technical bid on Company letterhead)

Present Setup

IFCI Financial Services Ltd. (IFIN) operates a centralized IT infrastructure with a primary Data Center (DC) setup to ensure business continuity. The IT infrastructure supports critical business applications, network services, and storage systems.

All IFIN locations are interconnected via a secure Wide Area Network (WAN) and utilize a dedicated ILL network for high-speed communication between branch offices, data centers, and external services. The IT infrastructure is designed to support business applications, email services, secure data transfers, and enterprise-wide connectivity.

Existing Infrastructure

IFIN has a dedicated Data Center that hosts all Core IT services, including application servers, network devices, and security solutions.

The existing IT infrastructure includes the following components:

Sl. No	Description	Quantity
1.	Server Racks	5
2.	Enterprise Servers (including Blade Servers)	More than 5
3.	Cisco Network Switches	7
4.	Storage Devices	3
5.	Firewalls	2
6.	Workstations & User Systems (including Monitor, CPU, Keyboard, Mouse, Power Cord)	65
7.	Network Printers	10

Detailed Technical Specification: -

S. No	Product Name	Specifications	Quantity
1.	Cisco MDS 9148S 16G Multilayer Fabric Switch	2/4/8/16-Gbps autosensing, Virtual SAN (VSAN), Inter-VSAN Routing (IVR), QoS support, 256 buffer credits per group	1
2.	HPE MSA 1040 Storage	Capacity: 76.8 TB (single array head), Cache: 6 GB per controller, Host Interconnect: 8Gb Fiber Channel, 1GbE RJ-45, 10GbE, 12Gb SAS	1
3.	HPE MSA 2060 Storage	Max Read Cache: 8TB, Capacity: 4 PiB per pool,	1

S. No	Product Name	Specifications	Quantity
		Network Connectivity: 10 Gb Ethernet, Fiber Channel	
4.	HP Smart Works MSA 2000	Raw Capacity: Up to 48 TB, Host Interface: 1GbE iSCSI	1
5.	Sophos XGS 136 Firewall	Form Factor: Desktop, Firewall Throughput: 11,500 Mbps, IPsec VPN: 6,350 Mbps, Threat Protection: 1,000 Mbps	1
6.	Sophos XGS 3300 Firewall	Form Factor: 1U, Firewall Throughput: 58,000 Mbps, IPsec VPN: 31,100 Mbps, Threat Protection: 3,000 Mbps	1
7.	WS-C3560 Cisco Catalyst Switch	Gigabit Ethernet, PoE, 48 ports, Managed Switch	3
8.	Cisco Catalyst 2960 Switch	Forwarding Bandwidth: Up to 50 Gbps, Flash Memory: 64 MB, VLANs: 64, MTU: 9198 bytes	3
9.	HP ProLiant BL460c Server Blade	Processor: Intel® Xeon® 5400/5200 Series, Memory: 64 GB, Storage Controller: HP Smart Array RAID, Network: Gigabit Server Adapters [Available Bay's – 23]	2
10.	HPE ProLiant DL 380 Gen 10 Server	ProLiant DL380 Gen10, 32 CPUs x Intel(R) Xeon(R) Gold 6246R CPU @ 3.40GHz, 255.66 GB [VM Server – More than 40 VM's]	3

11.2 Scope of Work for IT Infrastructure Relocation Project:

The project will be executed through a well-defined set of activities, focusing on critical phases to ensure a successful IT infrastructure relocation:

11.2.1 Project Overview
This Scope of Work (SOW) defines the activities, deliverables, and responsibilities for the IT Infrastructure Relocation Project for IFCI Financial Services Ltd. (IFIN). The project involves relocating IT infrastructure from the existing data center at Nungambakkam to the new site at Guindy. The objective is to ensure a smooth transition without any disruption to business operations while maintaining system integrity, security, and performance.

11.2.2 Project Goals
- Achieve a seamless relocation of IT infrastructure to the new site.

- Minimize downtime and ensure uninterrupted business continuity.

- Implement a structured approach to the relocation process with clear project phases.

A. Project Management Services
- Develop a detailed project execution plan, including timelines, milestones, and deliverables.

- Provide regular communication and status updates, including daily logs, weekly reports, and milestone summaries.

- Monitor project progress and implement risk management strategies.

- Ensure alignment of all project activities with the agreed timeline and objectives.

- Prepare the project plan for shifting IT Infrastructure.

- To establish a detailed document for the entire IT infrastructure setup at the new location.

- Document structured cabling, tagging, and mapping of infrastructure.

B. Technical Services
1. Pre-Move Preparations:
- Conduct comprehensive site assessments at both the existing and new data centers.

- Document the network mapped and ensure the connections are established to all workstations

- Ensure the readiness of the new site including power, cooling, and network infrastructure requirements in new premises.

- Perform pre-shutdown health checks on all IT equipment at the old location (Nungambakkam).

- Take all the required backup data before / after shutting down the servers.

- Ensure safe removal of all the hard disk from the servers, during shifting pack all the hard disk in a bubble wrapped cover properly. Carry the hard disk separately in a private cab.

- Ensure due care during the shifting of the servers.

- Should have a comprehensive IT infrastructure checklist for shifting servers, including network diagrams, structural cabling and server locations.

- Implement all necessary safety measures for shifting IT infrastructure.

- Configure the new public IP at the new location and assign the server name in the appropriate domain.

- Ensure dustproof, closed-container packing for all IT equipments.

2. Shutdown & Disconnection Activities:
- Safely power down all servers, network devices, and IT infrastructure components.

- Disconnect power and network connections for all equipment.

- Unmount the servers and devices from racks and prepare them for safe transportation.

3. Relocation, Installation & Setting Up Temporary DR:
- Securely pack and transport all IT equipment to the new premises.

- Verify the condition of relocated devices upon arrival at the new premises.

- Rack mounted equipment's, power connectors, network cables to perform rack dressing and labeling.

- Conduct structured labeling to facilitate easy identification to manage the proper architecture diagrams at the new premises.

4. Post-Move System Checks:
- Ensure proper power on of all relocated devices.

- Conduct health checks on all IT equipment to verify operational status.

- Assist on network connectivity testing and server functionality validation.

5. Project Finalization & Handover:
- Provide a technical walkthrough of the setup at new premises.

- Prepare and deliver comprehensive project documentation, including final architecture diagram.

- Complete the project sign-off process after verifying all deliverables.

12. Terms & Conditions:

1. The service provider will be associated with IFIN for 3 months from the date of allotment of tender.

2. The tenders should be submitted in the prescribed manner as mentioned in Para 7 above regarding the Procedure for Submission.

3. Incomplete tenders without required Annexure / signature on each page will be rejected.

4. For any clarification regarding the technical details of the IT Infrastructure shifting and configuration you may contact our office IT team during working days between 10 a.m. to 5 p.m. before the last date of tender submission.

5. Financial bid shall remain valid for a period of 7 days from the date of opening of the Tender.

6. IFIN's reserves the right to accept/reject any quotation without assigning any reason.

7. The Bidder shall quote every item as mentioned in the tender documents. The total bid price should include all applicable taxes, levies and duties. The amount of

taxes, levies, duties or any other charges included in the price should be indicated clearly.

8. In case of any default by the bidder in any of the terms & conditions, IFIN has the right to terminate the contract by giving 7 days' notice in writing to the bidder.

9. The Courts in Chennai alone shall have exclusive jurisdiction with regard to any matter/dispute relating to or arising out of this contract.

10. Bidder shall in no case lease/transfer/sublet/appoint sub-contractor or care taker to render the services under the Contract. The charges spent to put the units under running conditions will be recovered from the firm against the payments due to them.

11. The final acceptance of the tender would be entirely vested with the discretion IFIN office, which reserves the right to accept or reject any tender, at any stage of the tender. The decision of the IFIN, in this regard will be final and no disputes in this regard will be entertained.

12. IFIN shall not be responsible for death, injury, or accident to the Bidder's employee also the Bidder should provide all the safety equipment for their employees. Which may arise out of and in the course of their duties at IFIN's premises. Bidder cannot claim any financial liabilities from IFIN in this regard

13. The service provider shall engage required necessary Technical experts to carry out the IT Infra shifting

13. Payment of bills:

The total amount of IT Infrastructure Shifting will be paid on phased manner based on the milestone achievements once the bidder entered the contract. TDS/GST as applicable will be deducted/added.

14. Liquidated Damages:
- The bidder must comply with all legal, regulatory, and contractual obligations throughout the contract period.
- If the bidder fails to meet the project requirements, IFIN reserves the right to terminate the contract and impose a penalty of up to 10% of the contract value as liquidated damages.

15. Penalty Clause:
15.1 Shifting & Setup Delays
- The bidder shall be liable for a penalty of 0.5% of the total project cost per week for any delay in meeting project milestones, capped at 10% of the total contract value.
- If penalties reach the 10% limit, IFIN may invoke the termination clause outlined in the contract.
- IFIN will only make payments for completed and accepted deliverables as per the project timeline.

15.2 Extension of Timelines

The project timelines may be extended if the bidder is unable to complete specific milestones due to:

- Force Majeure events as defined in the contract
- Any delays caused by IFIN or external dependencies approved by IFIN

The bidder must formally submit a request for an extension, detailing the justification for the delay. IFIN reserves the right to review and approve or reject such requests.

If delays occur in one phase, the bidder must ensure that subsequent phases are adjusted accordingly without impacting the overall project completion date.

16. Knowledge Transfer & Handholding:

The service provider must ensure the smooth functioning of IT systems and day-to-day operations by facilitating adequate knowledge transfer to the core team members of IFIN. This process should be structured, conducted regularly, and delivered in a timely manner. Additionally, all relevant documentation, including technical and functional manuals, user guides, training materials, and job cards, must be submitted to IFIN for reference and future maintenance.

17. Project Documentation:

The service provider shall ensure the submission of a complete set of documents, including but not limited to configuration settings, installation procedures, implementation details, technical and functional specifications, and various project activities, phases, and steps, as per the project charter and the requirements of IFIN.

In addition, the service provider shall prepare and submit process documents, technical manuals, operations manuals, administrator manuals, end-user manuals, and training materials following industry-standard templates. Coordination with the IFIN core team shall be maintained to ensure alignment with project requirements.

All project documents, including user manuals, must be updated regularly with the latest enhancements (both functional and technical) and maintained with proper version control.

18. Force Majeure:

Neither party shall be liable for non-performance of any obligation under this contract if it is unable to perform that obligation in whole or part by reason of Force Majeure. If either party seeks to rely on this clause, it shall immediately give notice to the other with full particulars of the matter claimed as a Force Majeure event. The parties so affected shall take all reasonable steps to remedy the failure to perform and to keep the other party informed of the steps being taken to mitigate the effects of Force Majeure. In the event of Force Majeure lasting for more than three months, either party may, following consultation with the other give a notice of termination.

"APPLICATIONS RECEIVED AFTER THE DUE DATE WILL NOT BE ENTERTAINED"