



REQUEST FOR PROPOSAL

For ECIRS version 2nd generation implementation for State Bank of India China

Operation

Dated: 2nd Jan 2020

State Bank of India, China Operations, hereinafter referred as Bank, invites application from reputed companies/solution providers for ECIRS 2nd generation project implementation for Shanghai Branch of Bank.



SCHEDULE OF EVENTS

Bid Document Availability	Bidding document shall be available at State Bank website sbishanghai.com.cn and cn.statebank under what's new segment from 02.12.2019 to 10.12.2019
Last date for requesting clarification (optional)	Upto 5:00 PM on 10.01.2020 All communications regarding points I queries requiring clarifications shall be given in writing to Manager Systems at mgrit.shanghai@statebank.com, vpops.shanghai@statebank.com
Clarifications to queries raised	Within 2:00 PM, 13.01.2020
Last date of submission of bids	14.01.2020 by 5 PM
Opening of Technical Bids	6 PM on 14.01.2020 Authorized representatives of vendors may be present during opening of the Technical Bids. However Technical Bids would be
	opened even in the absence of any or all of the vendor's representatives.
Opening of Commercial Bids	2:00 PM on 17.01.2020 OR on a subsequent date which will be communicated to such bidders who qualify in the Technical Bid.
Finalization of Vendor	17.01.2020





Bank, invites quotation (Technical and Commercial) for hiring the services of reputed vendor/service providers in Shanghai and Qualified as per the other criteria contained in this RFP for implementing ECIRS 2nd generation project as prescribed by local regulators in State Bank of India's Shanghai branch. They are invited to participate in the RFP Specifications and details terms and conditions and other details of the procurement are as detailed in this RFP document.

1. RFP

- a) RFP shall mean Request for Proposal.
- b) Bid, Tender, Quotation and RFP are interchangeably used to mean the same thing.
- c) The Bidder who is participating in this process is expected to examine all instructions, forms, Terms and Conditions and technical specifications in the Bidding Document. Submission of a Bid not responsive to the Bidding Document in every respect will be at the Bidder's risk and may result in the rejection of its Bid without any further reference to the Bidder.
- d) SBI reserves the right to take any decision with regard to RFP process for addressing any situation which is not explicitly covered in the RFP document.
- e) The Bidder must disclose any actual or potential conflict of interest with SBI, China Operations, if any.

2. Scope of Work:

- a) Service provider needs to provide complete end to end solution for ECIS $2^{\rm nd}$ generation system including customization, testing, implementation along with required software and hardware.
- b) ECIRS system to be implemented for Bank must have 'PBOC Enterprise Data Reporting' and 'PBOC Enterprise Credit Report Inquiry' module along with other modules needed for functioning of these primary modules. (Application requirement attached in Annexure D).
- c) Solution should have the facility of both automated and manual data reporting for 'PBOC Enterprise Data Reporting' system.
- d) Solution should have automated system for capturing and processing the feedback received from PBOC on data submitted to PBOC.
- e) Solution should also have the capability of sending automated email alerts to the team concerned in the Bank for feedback or any other important notification received from PBOC.





- f) Bank will be using USBKEYS method for authentication with PBOC. Service provider/Vendor needs to implement the solution accordingly.
- g) The application type will be the front query program (web crawler or simulation login) with USBKEY provided by PBOC.
- h) Solution to be implemented in such way that requester/approver wise logs are available in the system for PROC Enterprise Credit Report Enquiry and PBOC enterprise Data Reporting modules.
- i) System should be capable of handling following areas as per expectation of PBOC.
 - The prevention of ECIS user information's leakage
 - Log in control
 - exception handling and monitoring
 - secure data storage and operation
 - Network communication security
 - Information security management
 - Security management
 - Information usage management
 - User Manangement
 - j) Internal reports required by Bank to monitor data submission to PBOC and Report Query from PBOC also needs to be developed by service provider as part of project. Report format and number of reports will be finalized during implementation phase.
 - k) Service provider needs to do the required customization to meet the Banks requirement and PBOC requirement to implement the ECIRS II system.
 - I) Service provider will also be required to do system integration testing, functional testing, module testing followed by user acceptance testing before go live of project.
 - m) Service provide also required to impart functional and operational training to Bank staff without any additional cost.
 - n) History Data migration from ECIS 1st generation to to ECIS 2nd generations.
 - o)Key activities to be completed for ECIRS 2nd generations implementation to be done by are but not limited to following:
 - Business requirement gathering



- Mapping off Banks data to ECIRS module.
- Development and implementation of data submission module(Automated and manual submission mode both)
 - Development and implementation of report query module
 - User maintenance module
 - User mapping with modules
 - User activity log capturing
 - Report development on user activities e.g. data submission, report inquiry etc
 - Automated Feedback capturing and processing
- Automated alerts on data submission, report inquiry and feedback processing.
 - History data migration.

Data migration including: The data of first-generation enterprise credit reporting system (MBT) should be mapped to the ECIS II generation system database. The enterprise credit investigation and credit business of an enterprise shall all be mapped to the basic information of the enterprise in the second-generation credit investigation e.g Credit business, loan transaction information, guarantee transaction information and guarantee information of the enterprise. The enterprise credit investigation contains the information of the borrower, the information of senior executives and contacts, the information of affiliated enterprises, superior institutions, family members and financial statements. Credit business includes information about loan contracts and trade financing agreements and trade financing business, factoring, bill discount, letter of credit, letter of guarantee business, bank acceptance bill, credit management and other information.

p) Provide emergency on-site support services on basis of 24*7 basis with in two hours of reporting the issue.

3. Terms & Conditions:

- a) Service provider/Vendor needs to supply the suitable and latest hardware to meet application present and next 5 years requirement.
- b) Service provide/ vendor also needs to provide the relevant software/application licenses to develop and run the system.



- c) Detailed Bill of Material for all hardware and software needs to be submitted to Banks as part of technical proposal.
- d) Service provider will provide 1 year free maintenance period for the solution implemented after go live.
- e) Annual maintenance will includes but not limited to all corrections/ changes required to meet the requirement of local regulator/ home country regulator including Bank's Information Security Policy guidelines.
- f) Service provider in their commercial proposal needs to quote reasonable maintenance charges to be paid post free maintenance period. Charges quoted in proposal will be applicable for next three years and will be renewed after 3 years only.
- g) Bank will sign yearly annual maintenance contract with the service provider for paid maintenance period.
- h) Payment for the implementation will be done in three parts. First payment of 25% will be done upon signing the implementation contract. 40% will be done on successful completion of user acceptance testing. Remaining 35% will be done after go live of the project.
- i) Payment for paid annual maintenance charge will be done on yearly basis in advance of the year.
- j) Bank will have a performance monitoring metrics on which the performance of service provides will be monitored and performance issue resolution process will be developed which will be included in the contract signed between selected bidder and Bank. Selected vendor shall be bound to rectify and arrange troubleshooting in case of problems related within the stipulated time in performance issue resolution process.
- k) Bidder shall undertake to provide support under this contract diligently, willingly, conscientiously and to the best of your professional skill and ability.
- I) Bidder has to undertake that company has skilled professionals who are





capable of delivering and maintaining the project.

m) There shall be no increase in the project cost for the entire contract period. Service Contract with the selected vendor may be cancelled by the bank due to non-compliance of any of the terms & conditions mentioned herein.

4. Banks Responsibility

Bank team will provide the necessary data, data definitions, user roles and user list, report formats. History data of generation I system.

5. In case of further clarification:

Interested vendor/service provider in Shanghai may contact the following officials should they need any further information / clarification / information.

Manager (Systems)

State Bank of India, Shanghai Branch,

4206 K. Wah. Centre, 1010 Huai Hai Zhong Road, Shanghai PRC. 200031.

Phone 0086-21-54043331 Extension 309

5. Time Schedule:

Bidder needs to provide the detailed project plan including the project initiation, project development and implementation schedule. Implementation should be completed within 90 days from project start date or timeline provided by PBOC whichever is earlier.

6. Eligibility:

- (i) The vendor should have all the required licenses and approval from Government of PRC for doing such business / work.
- (ii) The vendor should have all necessary registration(s), from all competent authorities in this regard.





- (iii) Vendor should have at least 5 years experience and should have implemented the ECIRS 2nd generation solution for at least 3 Banks in China including foreign Banks as per PBOC norms.
- (iv) The vendor shall have local presence/office and resource pool in Shanghai to support faster implementation and support.
- (v) Preferences would be given to the vendors/service providers who are inpossession of relevant quality assurance certificates.

7. General Instructions

- (a) Bank has the right to reject any *I* all application(s) without assigning any reason.
- (b) Bank also has the right to discard/drop the RFP at any stage without assigning any reason.
- (c) As this RFP is techno commercial RFP, during this process weightage will be given to technical and commercial bids both and Bank will select the TC1 vendor.
- (d) Mere submission of application or any call by the bank in response thereof does not devolve any right to any bidder to get any preference & priority in getting the contract.
- (e) Interested vendors, who are satisfying the eligibility criteria may apply to State Bank of India, Shanghai Branch, 4206 K. Wah. Centre, 1010 Huai Hai Zhong Road, Shanghai PRC. 200031, in the prescribed format along with copies of certificates, testimonials in support of their claim. The rate quoted shall be valid for three months from the date. The interested vendors shall quote the price inclusive of VAT.

8. Bid Price

The Price Quote should be submitted in a separate sealed envelope to Bank.

The price quotes shall consist detailed breakup of hardware, software and implementation cost etc. It should also include the yearly maintenance charge as given in the proforma for commercial quote, however the invoices for the payments to be raised to Bank as per payment schedule mentioned in terms and conditions section



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earlier in the RFP. Prices quoted in the Bid should include all costs excluding VAT. The VAT should be shown separately in the Price Schedule and invoices.

9. Period of Validity of Bids

Bids shall remain valid for a period of 90 days after the date of Bid opening.

10. Signing of Bid

The Bid shall be signed by a person or persons duly authorized to sign on behalf of the Bidder.

All pages of the bid, except for printed instruction manuals and specification sheets shall be initialed by the person or persons signing the bid. The Bid shall contain no interlineations, erasures, or overwriting, except to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the Bid.

The Bid shall be signed by a person or persons duly authorized to bind the Bidder to the contract. Such authority shall be either in the form of a written and duly stamped Power of Attorney or a Board Resolution duly certified by the company's competent authority, extract of which duly certified as true copy should accompany the Bid.

11. Bid Language

Both the bids, technical and commercial shall be in English Language.

12. Rejection of Bid

The Bid is liable to be rejected if:

- a) The document doesn't bear signature of authorized person.
- b) It is received through Telegram / Fax / E-mail.
- c) It is received after expiry of the due date and time stipulated for Bid submission.



d) Incomplete/incorrect Bids, including non submission or non furnishing of requisite documents / Conditional Bids / Bids not conforming to the terms and conditions stipulated in this Request for Proposal are liable for rejection by SBI.

13. Intellectual Property and Copy right

The TC1 vendor shall pass on genuine and licensed copies of the product and accessories used in the project as per Intellectual Property and Copyright act, and Bank can't be in anyway held responsible any act or omission of the vendor in this regard.

14.RFP Addendum

Amendments will be provided in the form of Addenda/corrigenda to the Bidding Documents, which will be posted in Bank's website. Addenda will be binding on Bidders. It will be assumed that the amendments contained in such Addenda *I* corrigenda had been taken into account by the Bidder in its Bid.

In order to afford Bidders reasonable time in which to take the amendment into account in preparing their bids, Bank may, at its discretion, extend the deadline for the submission of bids, in which case, the extended deadline will be posted in Bank's website.

From the date of issue, the Addenda to the RFP shall be deemed to form an integral part of the RFP.

15. Extension of Deadline for submission of Bid

Bank may, at its discretion, extend this deadline for submission of bids by amending the BiddingDocuments which will be intimated through Bank's website.

16. Late Bid

Bids received after the scheduled time will not be accepted by the Bank under any circumstances. Bank will not be responsible for any delay.

17. Modifications and Withdrawal of Bids

Bids once submitted will be treated, as final and no further correspondence will be entertained on this. No Bid will be modified after the deadline for submission of bids.

18. Right to Reject, Accept/Cancel the bid





Bank reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever. Bank does not bind itself to accept the lowest or any tender and reserves the right to reject all or any bid or cancel the RFP, any time during the RFP process, without assigning any reason whatsoever. Bank also has the right to re-issue the RFP without the Vendors having the right to object to such re-issue.

19. How to submit the Bids:

The RFP shall be available in the whats New Section of Bank's website Https://cn.statebank/

Download the RFP and submit the signed & sealed hard copy of your Bid/proposal to the address mentioned in the RFP.

20. Process of evaluation of Bids:

The Technical bids submitted by interest bidders will be opened first and evaluated by technical price negotiation committee. Commercial quotes of those bidders only will be opened who would qualify as per the technical specifications.

21. Checking of Bid Documents by the prospective bidders:

The following items must be checked before the Bid is submitted:

- a) Eligibility criteria response, Technical and Commercial Bids prepared in accordance with the RFP document.
- b) All the pages of the Bid documents, Technical Bid and Commercial Bid duly sealed and signed by the authorized signatory.
- c) Prices are to be quoted in Chinese Yuan (Renminbi) (RMB).

22. Where and whom to submit the Bids:





Interested bidders who are eligible are requested to submit their bids as per following schedule: The bids shall be submitted on or before 14th Jan 2020 up to 5 PM, to

Vice President (Operations)

State Bank of India, Shanghai Branch,

4206 K. Wah. Centre, 1010 Huai Hai Zhong Road, Shanghai PRC. 200031

The authorized representative(s) of the bidder in Shanghai are requested to be present at the time of opening of the Technical and Commercial bids/ quotes. Maximum two representatives from a single bidder would be allowed to be present. After opening of the technical quote, evaluation would be made as per the specification of the bank. Those who disqualify as per their technical quotes, their commercial quotes would not be opened nor would be returned.

23. <u>Fate of earlier bids when revised bid submitted as per modification made by the Bank.</u>

Please note that for any amendments I or modification in the RFP document, no notification will be published in print media (Newspaper). The interested vendors should refer to our website for any amendment or modification till the last date of submission of the document. The vendor(s) who might have already submitted their bid at the time of amendment I modification, they can submit fresh revised bid, which will be considered by the bank (the old bid submitted earlier, would not be considered).

24. Payment Terms

- a. Invoice raised by the selected vendor should have the amount and VAT and all payments to bidder will be made in Chinese Yuan (Renminbi) (RMB).
- b. The bank may demand damages/charges/penalty from bidder in case:
 - I. Project is not completed within stipulated time due to delay/gaps on part of selected bidder.
 - II. Project is not delivered as per Banks/PBOC requirement and standards.
 - III. Any other reason on part of selected bidder including but not limited to





incompleteness/gaps in the solution implemented leading to situation wherein Bank is not able to test or carry out its daily reporting/query in the system or incorrect reporting.

IV. Damages/charges/penalty in such cases will be arrived by the Bank based on the damage caused to Bank due to operational/reputational/financial losses.

25. Local Compliance

Bidder has to confirm that the services to be provided are in compliance with all applicable laws, statutes, regulations and other legal provisions to this agreement as per PRC laws.

26. Signing of Contract:

In the absence of a formal contract, the Bid document, together with the Bank's notification of award and the vendor's acceptance thereof, would constitute a binding contract between the Bank and the successful Bidder. A copy of the standard SLA is enclosed and must be executed by the successful bidder. The stamp duty for the execution of SLA shall be borne by the successful bidder.

The Bank reserves the right to cancel the Agreement if the Bidder fails to meet the terms of this RFP or contracts/SLA entered into w ith them

The selected Bidder should carry out all installation tasks for set up of BCP site in coordination with Bank's IT Department, depending on the Bank's requirement.

The selected Bidder should undertake, during the period of contract, if required by the Bank, the relocation / shifting of the equipment without any cost to the Bank.

The Selected bidder (Service Provider) has to get itself audited by external empaneled Auditors as prescribed by Local regulator/Bank/inspecting officials, covering the risk parameters finalized by the Bank/such auditors/Local and Home regulators and the Service Provider are required to submit such certification by such Auditors to the Bank. The Service Provider and or his/ their outsourced agents/sub - contractors (if allowed by the Bank) shall facilitate the same. Cost for external audits as prescribed by local regulator shall be borne by the service provider. Service provider has to also give an undertaking to undergo through





Banks internal audit if needed. Cost for the Banks internal audit will be borne by Bank. Bank can also make its expert assessment on the efficiency and effectiveness of the security, control, risk management, governance system and process created by the Service Provider. The Service Provider shall, correct/resolve the recommendation suggested by the auditors at the earliest and shall provide all necessary documents related to resolution thereof and the auditor shall further certify in respect of resolution of the deficiencies. The resolution provided by the Service Provider shall require to be certified by the Auditors covering the respective risk parameters against which such deficiencies have been observed.

Service Provider shall, whenever required by the Bank, furnish all relevant information, records/data to such internal auditors and/or inspecting officials of the Bank/Reserve Bank of India and or any regulatory authority. The Bank reserves the right to call and/or retain for any relevant material information /reports including audit or review reports undertaken by the service provider (e.g., financial, internal control and security reviews) and findings made on Selected bidder in conjunction with the services provided to the Bank.

Note: Not withstanding anything said above, the Bank reserves the right to reject the contract or cancel the entire process without assigning reasons thereto.





ANNEXURE -A

FORMAT FOR TECHNICAL QUOTE:

Bidders need to provide following information in addition to detailed technical proposal covering the confirmation to eligibility criteria, services required by Bank, detail about their proposed solution for ECIRS 2nd generation project covering technical and functional architecture etc, related documents supporting their claim and evidence as asked in RFP.

SI No.		To be filled by Bidder		Documentary Evidence attached Yes/No
1	Name of the Bidder		No	T CS/NO
2	Constitution		No	
3	Year of Establishment		Yes	
4	Major activity		No	
5	Major Financial Customers Name		No	
6	Major Financial Customers Name for whom ECIRS 2 nd generation is implemented		Yes	
7	Registration Number		No	
8	Head Office Address		No	
9	Trade License		Yes	
10	Detailed project plan including team members with their roles for project implementation.		Yes	
11	Detailed Bill of material for Hardware and software		Yes	
12	Detailed Technical and functional Architecture of solution		Yes	
13	Confirmation on Genuine/Licensed hardware/software and OEMs are used in project.(A certificate on company letter head may be provided by the bidder)		Yes	



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14	Quality Assurance and IT security Certifications possessed by Bidder.	Yes	

I certify that the particulars mentioned above are true and correct to the best of my knowledge and believe. If it is found that any information is found to be false and or misleading, I shall be responsible for that and there would not be any liability on the Bank as a result of such misrepresentation on my part.





ANNEXURE-B

Format for Financial Quote:

SI. No.	Item category (e.g. Hardware/Softw are/Project Implementation /etc)	Item Description (e.g. Windows Server/ Hardware Server etc)	Amo unt	VAT	Total Amount (RMB)
1					

Total Cost for Project Implementation:

Annual Maintenance Cost:

SIGNATURE OF THE BIDDER

Note: Furnish self-attested Xerox copies of all relevant documents in support of the information furnished above.





ANNEXURE- C

SLA Terms & Conditions

- a. Selected bidder has to provide the quality software solution and ensure the accuracy and correctness of data submission. After successful implementation and free maintenance period, annual maintenance contract shall be valid for 03 (Three) years extendable upto 5 years, subject to review every year and if services are found satisfactory by Bank.
- b. Selected Bidder shall be bind to not terminate the contract for the initial period of 3 years after free maintenance period. If so, selected vendor has to continue to support the project till alternate arrangement is made with new service provider by following the Banks process of hiring the service provider and other relevant quidelines.
- c. System shall be available 24 hours per day 365 days per annum and support official shall reach Bank office within 2 hours in case of any issue reported to fix it.
- d. Any business related issue related to Data submission and Report Query module shall be fixed within 8 hours.
- e. Internal report related issues shall be fixed maximum of 3 working days.
- f. There shall be no limit for updates/changes to be made in system, if such changes are suggested by local/home regulator and Banks Information security department.
- g. To provide a suitably solution major activities to be performed by selected bidder as part of implementation will include, but is not limited to, the following:
 - Business requirement gathering
 - Mapping off Banks data to ECIRS module.
 - Development and implementation of data submission module
 - Development and implementation of report query module
 - User maintenance module
 - User mapping with modules
 - User activity log capturing





- Report development on user activities e.g. data submission, report inquiry etc
- Automated Feedback capturing and processing
- Automated alerts on data submission, report inquiry and feedback processing.
- History data migration.
- h. Selected bidder bidder shall ensure the maintenance of hardware maintenance and software update/upgrades and application upgrade/updates as required in future in due time to avoid any disruption of services to the Bank. In the unlikely event of a disruption to the availability of ECIRS system to Banks due to any gap on part of selected bidder; expecting for reason of generally accepted FORCE MAJEURE scenarios; the VENDOR shall be responsible for fixing the issues/gap without any delay, at no additional cost to the Bank. If needed selected bidder has to have maintenance contract with hardware provider/OEM and software OEMs for renewal/updates.
- i. Selected Bidder shall undertake to provide support under this contract diligently, willingly, conscientiously and to the best of your professional skill and ability.
- j. Selected Bidder has to undertake the availability of skilled professionals during implementation and maintenance period, who are capable of doing troubleshooting and fixing of it, in case of any issue/gap observed in the solution implemented by selected bidde as per contract.
- k. Selected Bidder shall undertake necessary arrangements to remedy any defect(s)/issues arising in the software/hardware for ECIRS to ensure no disruption is caused to Banks daily operation.
- I. There shall be no increase in the implementation and maintenance cost during the contract period mentioned in the RFP.
- m. This Service Contract may be cancelled by the bank due to non-compliance of any of the terms & conditions mentioned herein.



System features for ECIRS 2nd Generation solution

ANNEXURE-D

Module	Menu	Function Description
	Inquiry user	Front-end users and PBOC credit system inquiry
User Information	System user management	Detailed user management module must be there to manage report enquiry, data submit and review users.
Manageme	PBOC credit	Proper user management for ensuring data
nt	system inquiry	security.
	user management	
Enterprise	Enterprise credit report inquiry application	Provision to capture necessary details when initiating a credit report query has to be there.
Credit Report Inquiry Application	Enterprise credit report inquiry application	Reviewing user should have the option to accept or reject the report request raised by the maker.
Аррноскоп	Enterprise credit report inquiry application list	list of current logged-in users should be available in the system to administrators.
	Enterprise credit report availability and download	Report query feedback along with report after approval should be available to user for further use including download option.
	System parameter setup	System parameters related to report module e.g. report retention time, query per day etc should be user configurable as per Banks requirement.





Parameter		
Setup	Suspicious inquiry parameter setup	System should allow to configure the parameter to not allow suspicious activities e.g. report inquiry time, limit per day etc
	Email alerts	System should support automated email alerts for different stage of inquiry and suspicious activities.
	Automatic review setup	Automatic/ semi automatic and manual review option should be configurable.
	User group management	System should have facilitates extensive user management and user group classification.
	User group/ Roles set up and mapping	Systems should facilitate creation/management of user roles/groups and their assignment with front end users.
	Log retention and reports based on logs	Logs about user activities including report request submission/approval/generation and download must be available in system and should be used for reports Banks needed.
Analysis on Credit Report Inquiry	Enterprise credit report inquiry statistics	System should provide the necessary reports on report inquiry, feedback and data submission to regulator.
Customer Information Management	Enterprise customer information	System should be capable of using the data provided from Banks core system and should also have provision to supplement the required customer information by entering in the application manually by users i.e. system should support both automated and manual data entry for further processing.



Enterprise Credit Report Retrieval	Reuse of existing credit inquiry report	System should be capable to resusing the existing report of same customer if user request it again instead of pulling it again from PBOC.
	Enterprise report queue and status management	Systems shoud have optios/report to display the requested report list with their status requested/approved/generated with option to download and save the report.
Enterprise Basic Information Inquiry	Loan card no. inquiry	System should support Loan card number inquiry as per customer's certificate no.
Feedback Management	Feedback management	System should have feedback management for feedback/review tasks received from PBOC and alerts should be sent to respective teams to work on that.

