

OICT GROUP

المجموعة العمانية للاتصالات وتقنية المعلومات

Attention:	To whom it may concern
Date:	1st of June 2021
From:	Oman ICT Group SAOC
Our Reference:	OICT-T-001-2021 Launching New Identity

Tender No: OICT-T-001-2021

Tender Title: FOP Nammaa Hatchery

Dear Sir,

Oman ICT Group SAOC (OICT) invites 'Bidder' to bid for the Services in accordance with the terms and conditions set down in the Tender Documents. If you are a successful Bidder you shall be required to enter into a Contract in accordance with the Form of Agreement.

The Tender Documents shall comprise the following Sections:

- T1** Invitation to Bid
- T2** Instructions to Bidders
- T3** Data to be provided by Bidders
- C1** Form of Agreement
- C2** HSE Requirements
- C3** Conditions of Contract
- C4** Scope of Work
- C5** Schedule of Prices
- C6** Specification and drawings
- C7** ICV Content

Only section T1 is provided; the other documents will be issued to interested Bidders that pay the Tender fee.

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

Yours faithfully,

For Oman ICT Group



OICTG-T-001-21

Identity Launching Event

T1, INVITATION TO BID

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1.0 Terms of Tender and Tender Overview

1.1 Terms of Tender

1.1.1 The terms and conditions applicable to this Tender Process are detailed in Sections T1, T2, and T3. T2, T3, C1 to C7 may only be available with the complete Tender Document following payment of the Tender Fee.

1.2 About Oman ICT Group

1.1 The Government of Oman recognizes the vital importance of development of ICT sector. With purpose of stimulation of national development, modernization and globalization of the economy, and creating the conditions for the fullest participation by all sections of the population, several initiatives have been undertaken. In this context, OICT Group has been recently formed under the Oman Investment Authority ("OIA") and endorsed by the Ministry of Transport, Communications and Information Technology ("MTCIT").

1.2 In terms of high-level objective, OICT Group will be focusing on creating the synergies between various subsidiaries (OICTG, Oman Technology Fund, Space Communication Technologies Onsor Technologies, Withaq Centre, Oman Towers Company), aligning the Group's portfolio with National ICT Strategy and filling the gaps where private sector is not able to engage. In order to fulfill beforementioned, OICT Group may partner with national and international experts (and companies) using various partnership models.

1.3 Having in mind above stated, importance of developing a strong brand that will adequately represent the Group nationally and internationally is of high importance. For that reason OICT Group is seeking a specialized event management company experienced to carry out the full tender requirements.

1.3 Description of the Service

1.3.1 To provide event services for the brand launch of OICT Group on the first week of September 2021, and the number of attendance will be estimated 150+ guests with a contingency of 10% (total number of attendees subjected to change according to the Supreme Committee's decisions).

1.3.2 To provide event concept and storyboard showcasing OICT Group's achievements since establishment and the new brand story, OICT Group's brand strategy, brand guideline, vision and mission. The agency is requested to suggest the best idea for this using the latest creative display technologies, including the design and production of creative media wall.

1.3.3 To provide an innovative concept for the logo reveal.

1.3.4 To provide all technical services relating to the main event area from AV, stage, content, seating plan, creative lighting, live broadcast of the event on social media platforms, event coverage (incl. videography and photography), etc.

1.4 Minimum Requirements to Participate in Tender

Technical Requirements –

1.4.1 Full Compliance to the scope of work.

1.4.2 The bidder shall have completed at least 3 similar projects in event organization

1.4.3 The bidder shall comply to event schedule developed by the OICTG

Requirements to Collect Tender Document

1.5 Bidder Details Sheet

1.5.1 In order to correctly identify the Bidder and the Bidder's point of contact for this Tender Process, Appendix 1 shall be completed by the Bidder and presented, by hand or scanned and forwarded via email, to the Contracting Section before the Tender Documents can be released to the Bidder.

1.5.2

1.6 Tender Fee

1.6.1 The Tender Fee for this Tender is **RO 100**

1.6.2 The Bidder can make the payment of the Tender Fee by Bank transfer to the following OICTG account, which the transfer receipt must be presented in order to collect the Tender Documents:

Oman ICT Group SAOC
Bank: Ahli Bank
Branch: Corporate Branch
Account: 5101-078922-112

1.7 Confidentiality Declaration

1.7.1 Prior to collection of the Tender Documents the Bidder shall sign the attached Confidentiality Declaration (Appendix 2). The Confidentiality Declaration must be completed, signed by an authorized person, stamped with the Bidders company stamp, and be presented, by hand or scanned and forwarded via email, to the OICTG Contracting Section before the Tender Documents can be released to the Bidder.

2.0 Oman ICT Group Contact Point

2.1.1 All communication with OICTG shall be through Clarification Requests, in writing and addressed to tenders@omanbroadband.om

2.1.2 No Clarification Requests shall be entertained through emails or after the Clarification Request Closing Date included in the table in Article 4.1.1 below

3.0 Tender Collection

3.1 Collection of Tender Documents

3.1.1 Once the Bidder Details Sheet, Confidentiality Declaration and confirmation of payment of Tender Fee requested in Article 2.3 above have been received, Bidder may collect the Tender Documents from OICTG Contracting Section.

4.0 Bid Bond

4.1.1 To ensure conformance of the Tender, the OICTG requires the Bidder to issue a Bid Bond in the exact format detailed in Section T3. The value of this Bid Bond shall be indicated in Section T3. The Bid Bond shall be forwarded to OICTG as a separate envelop along the tender proposal and shall be submitted along the commercial proposal submission. The Bid Bond shall be enforced in the event that Bidder fails to submit and substantiate a conforming bid or has failed to accept award of the contract or purchase order..

5.0 Outline Tender Process and Submission of Bid

5.1.1 The Technical Bid and the Commercial Bid are to be submitted together.

5.1.2 The Technical Bid and the Commercial Bid are to be submitted electronically via email ID submit.tender@omanbroadband.om

5.1.3 The opening of the Technical Bid and Commercial Bid is the discretion of OICTG.

5.1.4 The proposed Tender Process schedule is:

Activity	Date
Issue of T1-Invitation to Bid	01/06/2021
Tender Documents available for collection	01/06/2021
Clarification Request Closing Date	15/06/2021
Commercial Bid Submission Date	22/06/2021

5.1.5 Bids to be submitted by 2.00 PM on or before Bid Submission Date.

6.0 Contract Award

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

7.0 Appendix 1 – Bidder Details for this Tender

Contract/ Tender number	OICTG-T-001-21
Contract/ Tender title	Identity Launching Event
Full name of Bidder	
Postal Address	
City	
Country	
Website	
Office main tel. number	
Country of registration	
Status in Oman	Agent / locally registered branch office / Omani LLC / foreign company
Ownership details (percentages and names, indicate where Omani)	- XX% - - XX% - - XX% -

Name of company and address to be awarded the Contract (if different from details above)

Full name	
Registered address	
City	
Country	
Office main tell number	
Status in Oman	Agent / locally registered branch office / Omani LLC / foreign company
Ownership details (percentages and names, indicate where Omani)	- XX% - - XX% - - XX% -

Bidder's representative to which all Tender correspondence shall be addressed

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

Bidder's agent in Oman (if applicable)

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

Tender Fee is paid and receipt attached:

Tender Documents Received By:

Signature

Resident Card No.....

8.0 Appendix 2 – Confidentiality Declaration

The undersigned Having its principal office..... (The 'Bidder') hereby declares Oman ICT Group SAOC ('OICTG') to accept the following terms and conditions on which the Company is prepared to communicate to the Bidder certain Confidential Information pertaining to the Work under the above mentioned Tender as hereinafter defined.

8.1 Definitions

8.1.1 Confidential Information

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

8.1.2 Confidential Record

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

8.1.3 Third Party

Shall mean any party other than OICTG or Bidder.

8.2 Confidentiality

8.2.1 Bidder shall preserve and cause its employees to preserve the confidentiality of any Confidential Information.

8.2.2 Bidder shall not for any purpose other than the preparation and submission of a Bid

- disclose to any Third Party or enable any Third Party to note the fact that Bidder has been invited to submit a Bid and/or, if applicable, the fact that the Contract is awarded to Bidder;
- reproduce, copy or use, or disclose to, place at the disposal of or use on behalf of any Third Party or enable any Third Party to read, copy or use, any Confidential Information; except with the prior written consent of OICTG.

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

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

8.3 Copyright

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

8.4 Return of Confidential Record

8.4.1 If Bidder declines to submit a Bid or is notified that its Bid is unsuccessful, upon written notification thereof by OICTG, Bidder shall destroy electronic copies and return all hard copy Tender Documents including Addenda and Clarifications to OICTG.

8.5 Third Parties

8.5.1 Bidder shall ensure that if under the terms of this confidentiality agreement any of the Confidential Information comes to the knowledge and/or in the possession of any Third Party, Bidder shall require from such Third Party that it shall abide by stipulations equivalent to those contained in this confidentiality agreement.

8.6 Validity

8.6.1 This Confidentiality Declaration shall be valid for a period of 5 (five) years from the date signed by the Bidder.

Agreed and accepted this

..... Day of..... 2021

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

(Signature)

Name: _____

Position: _____

For: _____