

# OICT GROUP

المجموعة العمانية للاتصالات وتقنية المعلومات

<b>Attention:</b>	<b>To whom it may concern</b>
<b>Date:</b>	
<b>From:</b>	<b>Oman ICT Group SAOC</b>
<b>Our Reference:</b>	<b>OICT-T-001-2022</b>

## **Agreement No: OICT-T-001-2022**

### **Agreement Title: Prequalification for framework agreement for Project Management for the Digital Transformation Projects**

Dear Sir,

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

The Agreement Documents shall comprise the following Sections:

- T1** Invitation to Bid
- T2** Instructions to Applicants
- T3** Data to be provided by Applicants
- T4** Sope of Service

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

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

Yours faithfully,

For Oman ICT Group



## **OICTG-T-001-22**

# **Prequalification for framework agreement for Project Management for the Digital Transformation Projects**

## **T1, INVITATION TO BID**

---

**Contents**

<b>1.0</b>	<b>TERMS OF AGREEMENT AND AGREEMENT OVERVIEW</b> .....	<b>4</b>
<b>2.0</b>	<b>REQUIREMENTS TO COLLECT AGREEMENT DOCUMENT</b> .....	<b>5</b>
<b>3.0</b>	<b>OMAN ICT GROUP CONTACT POINT</b> .....	<b>5</b>
<b>4.0</b>	<b>AGREEMENT COLLECTION</b> .....	<b>5</b>
<b>5.0</b>	<b>OUTLINE AGREEMENT PROCESS AND SUBMISSION OF BID</b> .....	<b>5</b>
<b>6.0</b>	<b>AGREEMENTAWARD</b> .....	<b>6</b>
<b>7.0</b>	<b>APPENDIX 1 – APPLICANT DETAILS FOR THIS AGREEMENT</b> .....	<b>7</b>
<b>8.0</b>	<b>APPENDIX 2 – CONFIDENTIALITY DECLARATION</b> .....	<b>8</b>
<b>8.1</b>	<b>DEFINITIONS</b> .....	<b>8</b>
<b>8.2</b>	<b>CONFIDENTIALITY</b> .....	<b>8</b>
<b>8.3</b>	<b>COPYRIGHT</b> .....	<b>8</b>
<b>8.4</b>	<b>RETURN OF CONFIDENTIAL RECORD</b> .....	<b>8</b>
<b>8.5</b>	<b>THIRD PARTIES</b> .....	<b>9</b>
<b>8.6</b>	<b>VALIDITY</b> .....	<b>9</b>

**1.0 Terms of Agreement and Agreement Overview**

**1.1 Terms of Agreement**

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

**1.2 About Oman ICT Group**

1.2.1 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”).

1.2.2 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.

1.2.3 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 agreement requirements.

**1.3 Description of the Service**

1.3.1 The MTCIT along with OICTG works to provide the necessary infrastructure in the communications and information technology sector in order to realize the Sultanate’s objective of implementing eGovernment; therefore, a unified government network and a number of centers specialized in the information and communication technology, cybersecurity and digital certification have been established, in addition to hosting government websites, services and databases and protecting them from security breaches. This guarantees the sustainability of Businesses and services, and helps individuals and institutions get high-quality electronic services in no time. The Ministry also works to develop the communications and information technology sector to be a main pillar in supporting the logistic sectors, in line with Oman's Vision 2040.

1.3.2 In alignment with the priorities and objectives of Oman 2040 vision and sustainable development and striving for more efficiency, transparency and productivity in the government sector, OICTG is planning to have a framework agreement with project management companies in the ICT industry to supervise the Government Digital Transformation. the primary purpose of the project management company is to lead, oversee and ensure the successful delivery and management of the Government Digital Transformation projects.

**1.4 Minimum Requirements to Participate in Agreement**

**1.4.1 Technical Requirements –**

Bidder Experience (Completed 3 functional project management projects in ICT industry)
The Bidder must be authorized to provide project management services
All proposed CVs candidates must be fluent in Arabic & English
A confirmation letter to submit a proposal once a tender is shared to the prequalified bidder within seven working days.
Confirmation letter to be submitted from the applicant of the project manager to be available physically at the OICTG main office in any awarded tender.

Must have a local office or a local agent.

The applicant must confirm to not participate in any corresponding tenders to the project they are managing ( Consultancy / Implementation/ etc..).

## 2.0 Requirements to Collect Agreement Document

### 2.1 Applicant Details Sheet

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

### 2.2 Agreement Fee

2.2.1 The Agreement Fee for this Agreement is **RO 200**

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

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

### 2.3 Confidentiality Declaration

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

## 3.0 Oman ICT Group Contact Point

3.1 All communication with OICTG shall be through Clarification Requests, in writing and addressed to [tenders@ictg.om](mailto:tenders@ictg.om)

3.2 No Clarification Requests shall be entertained through emails or after the Clarification Request Closing Date included in the table in Article 5.0 below

## 4.0 Agreement Collection

### 4.1 Collection of Agreement Documents

4.1.1 Once the Applicant Details Sheet, Confidentiality Declaration and confirmation of payment of Agreement Fee requested in Article 2.3 above have been received, Applicant will have to share these documents to the the ICTG agreements email and he shall receive the full agreement document online through email.

## 5.0 Outline Agreement Process and Submission of Bid

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

5.2 The Technical Bid and the Commercial Bid are to be submitted electronically via email ID [submit.tender@ictg.om](mailto:submit.tender@ictg.om)

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

5.4 The proposed Agreement Process schedule is:

Activity	Date
Issue of T1-Invitation to Bid – Agreement available for collection	05/01/2022
Last day to purchase	17/01/2022
Clarification Request Closing Date	21/01/2022
<b>Technical &amp; Commercial Bid Submission Date</b>	<b>02/02/2022</b>

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

## 6.0 Agreement Award

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

**7.0 Appendix 1 – Applicant Details for this Agreement**

Contract/ Agreement number	OICTG-T-001-22
Contract/ Agreement title	Prequalification for framework agreement for Project Management for the Digital Transformation Projects
Full name of Applicant	
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 Agreement(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% -

**Applicant’s representative to which all Agreement correspondence shall be addressed**

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

**Applicant’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 Agreement Documents on our behalf	Yes No, we will pick up the documents ourselves. No, please send the documents to my foreign address stated above.

Agreement Fee is paid and receipt attached:

Agreement Documents Received By:

Signature .....

Resident Card No.....

## 8.0 Appendix 2 – Confidentiality Declaration

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

### 8.1 Definitions

#### 8.1.1 Confidential Information

shall mean all knowledge, data or information acquired by Applicant from, or disclosed to Applicant by the OICTG, or on behalf of OICTG, in connection with the Agreement Documents, Clarifications and the Agreement 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 Applicant or part of public knowledge or literature.

#### 8.1.2 Confidential Record

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

#### 8.1.3 Third Party

Shall mean any party other than OICTG or Applicant.

### 8.2 Confidentiality

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

8.2.2 Applicant 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 Applicant has been invited to submit a Bid and/or, if applicable, the fact that the Agreement is awarded to Applicant;
- 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 Applicant; or
- b) been disclosed to Applicant 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 Applicant in connection with the Agreement shall be vested in OICTG.

### 8.4 Return of Confidential Record

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



**8.5 Third Parties**

8.5.1 Applicant 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, Applicant 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 Applicant.

Agreed and accepted this

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

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

\_\_\_\_\_

(Signature)

Name: \_\_\_\_\_

Position: \_\_\_\_\_

For: \_\_\_\_\_