



Procurement for the supply of UKLight SDH Equipment

Operational Requirement

This document and the information it contains are provided solely for the purpose of allowing potential suppliers to provide a tender for the facilities being procured. It is issued under the Open Procedure of the EU Services Directive.

Any supplier wishing to submit a proposal must register its intent with UKERNA before submitting the proposal. UKERNA will not accept proposals from suppliers who have not registered according to the procedure described in this document.

UKERNA will not accept any registrations after 1st September 2006.

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1 INTRODUCTION

This document is the *Operational Requirement (OR)* for supply of SDH multiplexing equipment for the UKLight infrastructure.

The procurement process will be managed according to the open procedure as specified by the European Procurement Services Directive, 2004/18/EC, and this document is an integral part of the open procurement announced by UKERNA in the Supplement to the Official Journal of the European Union.

1.1 The Contracting Authority and the Procurement Agent

The contracting authority and procurement agent for this procurement is the JNT Association trading as UKERNA (United Kingdom Education and Research Networking Association).

1.2 JANET

JANET is the wide-area network that was created in 1984 to serve the needs of the higher education and research sector in the United Kingdom.

JANET provides services to all Higher Education Institutions, Further Education Colleges and Research Council establishments in the UK. The network also provides services to Adult and Community Learning and Specialist Colleges, Schools Networks and various research institutes. JANET has grown from an X.25 based network in 1984 connecting 50 sites, to an IP based network today with more than 1000 direct connections available to a community of 18 million users.

“SuperJANET” is the name given to the national core backbone of JANET, which currently operates at 10Gbit/s, with access links at mostly 2.5Gbit/s to 19 regional networks. The regional networks operate under contract to UKERNA to deliver JANET to Higher Education Institutions, Further Education Colleges and Research Council establishments. The current version of the backbone is SuperJANET4. The rollout of its successor, SuperJANET5, is underway and will be completed by the end of 2006.

UKERNA is responsible for providing JANET through a service level agreement with the Joint Information Systems Committee (JISC) of: the Higher Education Funding Council for England; the Learning and Skills Council; the Scottish Higher Education Funding Council; the Scottish Further Education Funding Council; the Higher Education Funding Council for Wales; the National Council for Education and Training for Wales; and the Department for Employment and Learning in Northern Ireland.

2 OVERVIEW OF THE FACILITIES REQUIRED

2.1 Scope of the Provision of UKLight

UKLight is an overlay network operated in parallel to the JANET production IP network. The UKLight infrastructure enables the UK to join several other leading networks in the world creating an international experimental test-bed for optical networking. UKLight brings together leading-edge applications, Internet engineering for the future, and optical communications engineering, and enables UK researchers to join the growing international effort which currently spans Europe and North America.

2.2 Current Network Operation

The delivery of UKLight services to customer sites is provided by a number of point to point circuits provisioned using a number of Ciena SDH multiplexers (Core Director, Metro Director K2 and 3600) over a series of 10 Gbit/s leased lines. During 2006, these leased lines will be replaced by 10 Gbit/s circuits provisioned over the core of the new SuperJANET5 optical infrastructure. The UKLight network also includes nodes in Amsterdam and in Chicago, both of which are operated by UKERNA. The maintenance of these nodes is included in a separate procurement

The main operational centre for JANET is at the University of London Computer Centre (ULCC). This houses the Network Operations and Support Centre (NOSC), which operates JANET under contract to UKERNA.

2.3 UKERNA equipment purchases

UKERNA will need to purchase a quantity of SDH multiplexing equipment over the next two to four years. UKERNA wishes to establish up to four “call off contracts” to cover the procurement of SDH multiplexing equipment for UKLight. Once the contracts are established, if UKERNA wishes to purchase equipment it will invite the selected suppliers to offer a quotation for that equipment. The quotations will be reviewed and an order placed with one of the suppliers. Only suppliers with call off contracts will be invited to submit quotations and receive orders for the equipment.

UKERNA can offer no guarantee of business to individual suppliers with call off contracts.

UKERNA cannot reliably predict exactly the type or number of complete multiplexers or blades for installation in existing chassis deployed in UKLight that it will be purchasing in future. However as an indication of likely purchase, the JANET network consists of multiplexers manufactured by Ciena. UKERNA has purchased the following types of equipment (and is likely to purchase similar, or compatible, equipment again), including associated interfaces and modules, memory, etc:

- Core Director
- 3600

Potential suppliers should note that this procurement is for the supply and delivery of equipment that can be integrated into an existing Ciena based network. The ongoing maintenance of the equipment is not part of this procurement.

Suppliers are asked to clearly indicate timescales under which an order could be processed, from turn around of quotations to final delivery of the equipment ordered to the required destination where the destination is in the mainland of the UK. Suppliers are also asked to indicate the pricing structure that they might employ (for example, discount off list price).

3 PROCUREMENT PROCEDURE

3.1 General Issues

All formal communication with suppliers over the course of the procurement will be handled or arranged by UKERNA.

Responses to this OR will be accepted from any supplier, providing it conforms to the requirements defined in this section 3.

3.2 Registration

Suppliers are required to register their intention to submit a proposal. Each registration will be acknowledged with a printed copy of this document and allocated a registration number that should be quoted in the tender document and in any other correspondence.

Suppliers shall register their intention to bid by sending, to the address below, a request for “Procurement for Supply of UKLight SDH equipment as announced in the EU Journal” by fax or letter on official headed notepaper or by email. Suppliers are asked to register as soon as they start to consider a response to this invitation to tender. In any case, suppliers must register before a proposal will be accepted.

Procurement Co-ordinator UKERNA Atlas Centre Chilton, Didcot Oxfordshire OX11 0QS UK	Telephone: +44 (0)1235 822 341 Fax: +44 (0)1235 822 286 E-mail: Procurement@ukerna.ac.uk
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3.3 Electronic copy

An electronic copy of this OR is available on the World Wide Web at the URL

<http://www.ja.net/latest/itt/uklight-supply>

3.4 Clarifications on the requirements

Suppliers will be provided with clarification of UKERNA’s requirements in accordance with the EU directives on procurement.

Suppliers should raise any issues of clarification with the Procurement Co-ordinator whose contact details are given in section 3.2 above. Where issues of clarification arise which are relevant to more than one supplier, these will be posted on the web site at the URL:

<http://www.ja.net/latest/itt/uklight-supply>

and sent by e-mail to each registered supplier. Suppliers must submit all clarification requests by 1st September 2006 because UKERNA cannot guarantee to answer any clarifications that are submitted after this time.

3.5 Timetable

The steps and timetable for this procurement are as follows:

Activity	Date
Notice to European Journal	19 th July 2006
Final date for registration	1 st September 2006
Final date for clarifications	1 st September 2006
Closing date for tenders	Noon on the 8 th September 2006
Selection of preferred supplier	26 th September 2006
Contracts placed by	22 nd October 2006
Service Commencement date	1 st November 2006

UKERNA reserves the right to vary this timetable if the need arises, within the constraints of the EU Services Directive.

Tenders will be expected to remain valid for six months after tender submission.

UKERNA may invite suppliers to attend tender clarification meetings if required.

Suppliers should note that there will be no BAFO (Best and Final Offers) stage to this procurement and that their response should contain their most competitive price.

3.6 Evaluation

The call off contracts will be awarded on the basis of the offers that are the most economically advantageous. The main criteria to be used in determining which offers are the most economically advantageous are listed, in order of importance, below

- The supplier's ability to meet the mandatory requirements;
- UKERNA's assessment of the supplier's ability to provide the equipment on a timely basis as required based on the responses to the mandatory and information requirements and;
- The offered pricing structures.

UKERNA reserves the right not to make an award for the required facilities.

3.7 Delivery of tenders

All copies of the tender documents, on paper and electronically, must be delivered on or before Noon on the date specified in 3.5 Timetable above and to the contact listed in section 3.2.

ONE paper copy and SIX electronic copies of the tender on CD-ROM are required and must be sealed and clearly marked "Procurement for the supply of UKLight SDH Equipment" The electronic copies should be provided in PDF format with the exception of spreadsheets that should be provided in Excel 97 or 2000. Any non-standard fonts used in electronic submissions must be embedded in the document.

All tenders must be returned in a plain envelope that does not identify the supplier on it. Any tender that identifies the supplier on the label will be deemed invalid.

Delivery of the tender by FAX is not acceptable.

Tenders submitted after the deadline will not be considered.

3.8 Format of tenders

The response to the specific requirements must take the following format:

A. Management Summary

This section should be a single page summary describing the main points of the bid.

B. Description of Services Proposed

This section must describe the services proposed. The information required to satisfy all the specific requirements must be provided in this section.

The response must address all the requirements both Mandatory Requirements (MR) and Information Requirements (IR) detailed in all sections of this OR.

The order of replies to requirements (MR and IR) must be given in the same numerical order as they are stated in this document. The reference number and the text of the requirement to which it relates must precede each response.

3.9 Document notation

MRn A mandatory requirement.

A solution that does not meet all mandatory requirements is not be acceptable.

Suppliers must state how all requirements will be met, considering the issues and the points raised. **A statement of the form ‘this requirement will be met’ is not sufficient. Tenders must satisfy all mandatory requirements.** Failure to satisfy a mandatory requirement may exclude a tender from further consideration.

IRn An information requirement

It is vital that suppliers provide full information on specific topics. These topics are identified as information requirements. Failure in a tender to provide full, relevant information in answer to information requirements may prevent the evaluation from being conducted properly, and hence lead to exclusion of the tender. Assessment of the quality of the tender will be based on the responses to these requirements, and will influence the selection process.

3.10 Freedom of Information

UKERNA is subject to the provisions of the Freedom of Information (FOI) Act. If a supplier considers that any information supplied by them is either commercially sensitive or confidential in nature, this should be highlighted and the reasons for the sensitivity given. In such cases, the relevant material will in response to FOI requests be examined in the light of the exemptions provided in the FOI Act.

4 REQUIREMENTS FOR EVIDENCE OF COMPETENCE TO SUPPLY

4.1 Financial and Economic Standing

MR1. *The supplier shall warrant that none of the following circumstances set out in Article 29 of EU directive 92/50/EEC applies to the supplier:*

- *[item (a)] is bankrupt or is being wound up, whose affairs are being administered by the court, who has entered into an arrangement with creditors, who has suspended business activities or who is in any analogous situation arising from a similar procedure under national laws and regulations.*
- *[item (b)] is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding-up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws or regulations.*
- *[item (c)] has been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata.*

MR2. *The supplier must provide evidence of financial and economic standing, as specified in Article 31 of EU directive 92/50/EEC using any or all of the methods described in paragraph 1 of Article 31.*

4.2 Technical Capability and Experience

MR3. *The supplier must provide evidence of skills, experience and reliability as specified in the following areas taken from paragraph 2 of Article 32 of EU directive 92/50/EEC:*

- *{item (c) of paragraph 2} a description of the technical facilities and measures used by the supplier or service provider for ensuring quality and the undertaking's study and research facilities;*
- *{item (g) of paragraph 2} a statement of the average annual manpower of the service provider or contractor and the number of managerial staff over the last three years;.*
- *[item (l) of paragraph 2] An indication of the proportion of the contract which the service provider intends possibly to sub-contract.*

IR4. *The supplier is invited to supplement the information above with a brief description of its general capability to provide the services being offered.*

5 REQUIREMENTS FOR THE OFFERED SERVICE

5.1 Contract Form

UKERNA's standard form of contract shall provide the starting point for any agreement and the supplier's response to this Operational Requirement, as modified by any written clarifications and amendments will also form part of the eventual contract. The contract will be made available to suppliers upon their registration for this procurement.

Documents will have the following decreasing order of priority in determining resolution of any conflicts once a contract is in place:

1. The body of the contract
 2. The schedules to the contract;
 3. The supplier's response to this ITT, as modified by any written clarifications and amendments;
 4. Ancillary information supplied with the supplier's response
- MR5. *The supplier must indicate that it will accept a contract under English law, and the principle and order of the document priority listed above.*
- MR6. *The supplier shall confirm that it will accept UKERNA's standard form of contract as the basis for the supply agreement.*
- IR7. *The supplier shall highlight any material issues arising from UKERNA's standard form of contract which it would wish to raise if it were to be invited to conclude an agreement.*

5.2 Provision of SDH Multiplexing Equipment

A number of different multiplexers will be required over the duration of the call off contract. It is not possible to clearly indicate all of the types within this ITT but the equipment purchased will need to be integrated into an existing Ciena based network.

- IR8. *The supplier shall confirm that it is able to supply the equipment as detailed in section 2.3 (or supply compatible equipment).*
- MR9. *The supplier must provide a timescale by which it guarantees to process a request for a quotation from UKERNA and to provide that quotation to UKERNA (number of working days). As a maximum UKERNA would expect five working days but a proposal that processed a request for a quotation in less than five working days would be of interest to UKERNA.*
- MR10. *The supplier must commit to providing a lead-time for delivery of equipment. This lead time must be provided with the quotation.*
- MR11. *The supplier must provide a timescale by which it is able to process an order and deliver SDH multiplexing equipment to an address specified by UKERNA on the order (number of working days), where the delivery address is on the UK mainland.*
- MR12. *The supplier must guarantee that the proposed SDH multiplexing equipment can be integrated into an existing Ciena based network. The supplier shall provide details of how this is achieved.*

5.3 Maintenance

This tender is concerned only with the supply and delivery of SDH multiplexing equipment. UKERNA is procuring a separate maintenance contract for UKLight multiplexing equipment.

5.4 Safety

- IR13. *Suppliers must provide information on any properties of its proposed equipment that may have safety implications, e.g. microwave or laser radiation. Suppliers should state what precautions would need to be taken, or operational procedures adopted, by institutions or organisations where equipment is sited.*

6 COSTS

6.1 Contract term and payment

The tender will cover the supply and delivery of SDH multiplexing equipment for an initial two-year period, with a maximum period of four years extended annually by agreement.

- MR14. *The supplier must provide UKERNA with details of the pricing structures (for example, discount off list price) that it is able to commit to for supply of SDH multiplexing equipment to UKERNA. If different discounts apply to different types of equipment then this must be clearly indicated.*
- IR15. *The supplier is asked to indicate what additional discounts (for example, discount off list price) that it is able to commit to for bulk orders of SDH multiplexing equipment.*
- MR16. *The supplier shall indicate on which elements of the tender VAT or any other duty is applicable.*
- IR17. *UKERNA is interested in minimising requests for quotations. UKERNA is therefore interested in a supplier offering a price list from which equipment can be purchased and that is valid for a specified period and updated regularly. The supplier is invited to indicate what price list scheme it would be willing to provide.*

7 FREEDOM OF INFORMATION (FOI)

UKERNA is subject to the provisions of the Freedom of Information (FOI) Act. If a supplier considers that any information supplied in a response to this Operational Requirement document is either commercially sensitive or confidential in nature, this should be highlighted and the reasons for the sensitivity given. In such cases, the relevant material will in response to FOI requests be examined in the light of the exemptions provided in the FOI Act.

- IR18. *Suppliers must highlight any information that is either commercially sensitive or confidential in nature and reasons for the sensitivity should be given.*
- IR19. *Suppliers must provide contact details (name, telephone number and email address) of the person within their organisation that is responsible for dealing with FOI requests.*