

Revised: 24/06/19



Our ref: RA/19/06/NR

INVITATION TO TENDER (ITT) for Network Rebuild

- 1 Your organisation along with others is invited to offer a tender for provision of the above, to the specification outlined in the attached documents. Enclosed are:

Document 1 Instructions and information on the tendering procedures.

Document 2 Specification of the Requirement.
- 2 Please read the instructions on the tendering procedures carefully. Failure to comply with them may invalidate your tender which must be returned by the date and time given below.
- 3 A copy of your tender must be received by **suppliers@lourdesit.org.uk** no later than **10/7/19** Late tenders will **not** be considered.
- 4 If having read the enclosed specification you decide not to submit a tender, I would be grateful if could send your reasons (though you are under no obligation to do so) to Matthew Setchell at the above address marked 'No Tender'.

Questions in relation to the tender specification or to book a site visit please contact **Matthew Setchell** at **matt@lourdesit.org.uk** please use reference **Ridgeway Tender Visit** in the subject header.
- 5 Please contact Ashley Hewitt at Ridgeway Academy if you have any questions about the tendering procedure. The enclosed Document 1 also contains details for providing you with further information or clarification of the School's requirement.

I look forward to your response.

Yours sincerely

Matthew Setchell
IT Services Lead – Lourdes IT

Ashley Hewitt
Business Manager – Ridgeway Academy

Instructions and information on the tendering procedures.

- 1 These instructions are designed to ensure that all tenders are given equal and fair consideration. It is important therefore that you provide all the information asked for in the format and order specified. Please contact Matthew Setchell (matt@lourdesit.org.uk) if you have any doubts as to what is required, or you have difficulty in providing the information requested. Pre-tender negotiations are **not** allowed.

Incomplete Tender

- 2 Tenders may be rejected if the information asked for in the ITT and Specification is not given at the time of tendering.

Returning Tenders

- 3 Electronic tenders submissions are accepted with the subject title **RA/19/06/NR to suppliers@lourdesit.org.uk** a confirmation of receipt return email will be sent.

Manuscript bids are not acceptable.

Receipt of Tenders

- 4 Tenders will be received up to the time and date stated. Those received before the due date will be retained unopened until then. It is the responsibility of the tenderer to ensure that their tender is delivered not later than the appointed time.

Acceptance of Tenders

- 5 By issuing this invitation the School is not bound in any way and does not have to accept the lowest or any tender, and reserves the right to accept a portion of any tender, unless the tenderer expressly stipulates otherwise in their tender.

Inducements

- 6 Offering an inducement of any kind in relation to obtaining this or any other contract with the School will disqualify your tender from being considered and may constitute a criminal offence.

Confidentiality of Tenders

- 7 Please note the following requirements, you must not:
- Tell anyone else what your tender price is or will be, before the time limit for delivery of tenders.
 - Try to obtain any information about anyone else's tender or proposed tender before the time limit for delivery of tenders.
 - Make any arrangements with another organisation about whether or not they should tender, or about their or your tender price.

Failure to comply with these conditions may disqualify your tender.

Costs and Expenses

- 8 You will not be entitled to claim from the School any costs or expenses which you may incur in preparing your tender, whether or not your tender is successful.

Evaluation Criteria

- 9 The tender process will be conducted in a manner that ensures tenders are evaluated fairly to ascertain the most economically advantageous tender.

Freedom Of Information

- 10 The School is committed to open government and to meeting their responsibilities under the Freedom of Information Act 2000. Accordingly, all information submitted to the School may need to be disclosed in response to a request under the Act. If you consider that any of the information included in your tender is commercially sensitive, please identify it and explain (in broad terms) what harm may result from disclosure if a request is received, and the time period applicable to that sensitivity. You should be aware that, even where you have indicated that information is commercially sensitive, we may still be required to disclose it under the Act if a request is received. Please also note that the receipt of any material marked 'confidential' or equivalent by the School should not be taken to mean that we accept any duty of confidence by virtue of that marking. If a request is received, we may also be required to disclose details of unsuccessful tenders.

Tender Period

- 11 Due to the intensive evaluation process, the School Trust requires tenders to remain valid for a 30 day period.

Basis of the Contract

- 12 The specification in Document 2 will form the basis of the contract between the successful tenderer and the School.

Timetable

- 13 This timetable is provisional and may be subject to change but will be adhered to by the School as far as reasonably possible.

ACTIVITY	TIMESCALE
Advertise Tender	24/6/19
Start of clarifications stage / any questions about the specification or procurement process	24/6/19
End of clarifications stage	5/7/19
Submission deadline for receipt of bids	10/7/19
Award contact	11/7/19
Equipment delivery date	7/8/19

Format of Bids

14 Tenderers should present their proposals in the following format:

Section 1 Table of Contents

Section 2 Management Summary

Section 3 Meeting the Specification

Section 4 Cost and Charging Arrangements

Conclusions

15 Whilst every endeavour has been made to give tenderers an accurate description of the School's requirement, tenderers should make their own assessment about the methods and resources needed to meet those requirements.

End



SERVER INFRASTRUCTURE

Current Server and Network Infrastructure:

Physical Infrastructure

There are 2 Physical Servers, 1 of aging hardware and both using Hyper-V virtualisation. The virtual infrastructure is spread out across both the physical servers, with no failover or way to move the Virtual Machines from one host to the other, meaning half of the network is currently running on an old server without warranty.

1. SVR12R2-HOST-01 Dell T610, Service Tag: FQ8P35J – Purchased 2011 - Warranty Expired July 2016.

Capacity: 3.2 TB
 Used: 1.7 TB
 Total RAM: 24GB
 Network: 1Gb

2. SVR12R2-HOST-02 Dell T430, Service Tag: BB79DD2 – Purchase 2016 - Warranty Expires June 2021.

Capacity: 5 TB
 Used: 4.5 TB
 Total RAM: 64GB
 Network 1Gb

- 2 Standalone Hyper-V Servers for production environment
- Only 1 of these Servers is documented as having a Valid Warranty and 1 appears to have Expired.
- No failover or central storage repository
- 2x UPS Batteries, 1 of them running at high load (44%).
- Total Storage Usage: 6.2/8.2TBs

Virtual Infrastructure

2 VMs per Physical Server:

SVR12R2-HOST-01	SVR12R2-HOST-02
<ul style="list-style-type: none"> • SVR12R2-VDC-01 • SVR12R2-VUTL-01 	<ul style="list-style-type: none"> • SVR12R2-VDC-02 • SVR12R2-VUTL-02

Server Backup Infrastructure

There are 2 Backup Network Area Storage (NAS) devices around the site used to store backups.

2x 3TB Synology NAS

No Offsite / Removable Backup

Proposed Server Infrastructure

Summary

1. 2 Node Microsoft Hyper-V Failover Cluster
2. Fast SAN Storage with 10Gb iscsi connections
3. A Large capacity and fast NAS for backups
4. USB Encrypted Hard Drives for Offsite Backup
5. 10Gbit core infrastructure
6. A new UPS with environment monitoring
7. Cables, KVM and small items
8. Veeam Software and Microsoft EES agreement

To achieve this new hardware would need to be purchased:

SAN, 2x Host Servers, UPS, NAS, Core Switches, USB Encrypted Hard Drives, Cabling, Veeam and EES licences.

Having 2x servers allows the cluster to continue running in the event that 1 physical server has a problem or is under maintenance, the VM load can still be balanced between a working cluster of Physical servers. In a scenario where 1 physical servers is out of action VMs could still run on the remaining 1 host, providing total RAM usage of running VMs doesn't exceed spec of 1 host.

1. Server Hardware

2x Rack mounted Servers as follows:

- 2x Intel Xeon Multi-cored Processors (8 core or more)
- 128GB RAM
- Local storage in RAID1 to run the Windows Server 2019 and Microsoft Hyper-V Failover Cluster (the Operating system that will run the virtual servers in failover-cluster configuration).
- 2x 10Gb/s iSCSI data connection to new SAN (Failover Cluster Shared Volume)
- 2x 10Gb/s Network to Core Switch
- 2x or more 1Gb/s Network to Core Switch
- Dual PSU for redundancy
- iLO/iDRAC for remote management even if hosts are offline
- 5 Year NBD Onsite Warranty

2. SAN

1x New Rack mounted SAN:

- At least 10TB of fast (Tiered), usable storage is required.
- SAN to be directly connected to the Host servers using 10Gbit iSCSI.
- Redundancy for Power, Controller, Disks and host connections.
- 5 Year NBD Onsite Warranty

3. Server Backup Infrastructure

- A new 20TB Synology or Netgear NAS for Veeam backup routines, as existing are already provisioned for current backups and would not have any capacity to backup a new network. Once new network is in place old NASs can be used as supplemental Backup devices, encrypted and locked away in existing network cabinets around the school.
4. **Offsite / Archive Backup**
- 3x USB Portable Hard Drives which can be encrypted, 8TB each or larger to be used as Veeam Offsite backups. These can be used on a weekly cycle for offsite data backups.
5. **Network Infrastructure**
- A new 10GB Switch is required.
6. **Power redundancy**
- 3000VA UPS rack mounted and with Network management and environment monitoring.
7. **Misc equipment:**
- 4port KVM switch with cables for servers.
 - SAN / iSCSI connectivity (DAC preferable)
 - 2x 6Way PDUs
 - UPS cables for equipment
 - Cab nuts and bolts for rackmounting
8. **Software / Licensing:**
- Veeam Backup and Replication
 - Microsoft EES