



RFP for License Review at SBI Life

Request for proposal

This Request for Proposal (RFP) is being issued by SBI Life Insurance Co. Ltd. (hereafter Referred to as SBIL) inviting technical and commercial proposals to select Vendor for License

The time schedule for RFP activities is listed below:

Activity	Date
Publishing RFP on Company Website	3rd June 2019
Query from Service Providers acceptable up to	5th June 2019
Response to Queries by email	7th June 2019
Submission of Proposal (Technical and Commercial)	11th June 2019

This RFP is not an offer by SBIL, but an invitation for Bidder response. No contractual obligation whatsoever shall arise from this RFP process unless and until a formal contract is signed and executed by the duly authorized signatory of SBIL and the Bidder. Responses submitted after the stipulated date and time will not be entertained.

Introduction

SBI Life Insurance Company Limited (“SBI Life”/ “the Company”), established in 2001, is a joint venture between State Bank of India and BNP Paribas Cardif S.A. and is one of the leading life Insurance companies in India. SBI Life has an authorized capital of ` 20,000 million and a paid up capital of ` 10,000 million.

SBI Life offers a comprehensive range of life insurance and pension products at competitive prices, ensuring high standards of customer service and world class operating efficiency. The Company offers individual and group products which include savings and protection plans to address the insurance needs of diverse customer segments.

SBI Life has a multi-channel distribution network comprising of an expansive Bancassurance channel with SBI, which has an unrivalled strength of over 24,000 branches across the country. SBI Life also has a large and productive agent network comprising of 96,126 agents, as on September 30, 2017. The Company's other distribution channels include direct sales and sales through corporate agents, brokers, insurance marketing firms and other intermediaries. As on September 30, 2017, the Company has a widespread network of 808 branches across the Country to address customer needs effectively and efficiently. The Company had an AUM of ` 1,050,666 million as of September 30, 2017.

The Company is listed on National Stock Exchange (“NSE”) and The Bombay Stock Exchange (“BSE”).

The primary datacenter of SBIL is located at Navi Mumbai; DR Site is located at Hyderabad.

SBIL reserves the right to amend, modify, add, delete, accept or cancel in part or full any conditions or specification of all proposals/ bids, without assigning any reason thereof at any time during the tender process. Each party shall be entirely responsible for its own costs and expenses that are incurred while participating in the RFP, subsequent presentations, site visits and contract negotiation processes.

SBI Life is in process of getting a third part license review for license usage. In this regard, we solicit proposals from pure license review firms who have requisite experience and are not resellers of any products. Interested vendors may please submit the proposal as per the requisite details mentioned below:

A. Eligibility Criteria

Parameter	Details to be provided
Vendor Should not be reseller of any product / license/ Software i.e Microsoft Product, Oracle, Vmware, Adobe Product etc	Enclose declaration on company Letterhead duly stamped and signed.
Vendor should be purely involved in License review consultancy and not into the field of any sale of license, software or product.	Enclose declaration on company Letterhead duly stamped and signed.
Age of company should be minimum 5 years	Incorporation certificate
Should be profit making in the last three years.	Provide parts of Balance Sheet marking relevant sections.
At least 1 License review for BFSI should be done in past years.	Provide details of work done and enclose the scope of work thereof.
Customer reference for BFSI done in last 1 year	Company Name : Details of work done : Period of engagement : Contact Person details (Name , E Mail Address and Phone Number) :

B. Scope of work : Onsite Resource for License Review

- i. Collate the license utilization records from the License Metering Software in use in SBI Life
- ii. Understand the licenses purchased and details thereof.
- iii. Correlate with the License data available with SBI Life and reconcile the same against the deployment
- iv. Highlight gaps in Licenses purchase and records maintained thereof and suggest corrective course of action.
- v. Suggest redeployment / removal
- vi. Post correction, iterative review of the license base versus deployment
- vii. Submit MIS report on action taken, license compliance
- viii. Drilled down reporting on the usage
- ix. Provide pointers towards resolution of potential licensing issues.
- x. Review the current Agreements and correlate it with the deployment.
- xi. Suggest alternative solutions / architecture and review towards optimization of cost towards procurement of various types of licenses.

- xii. NDA has to be submitted along with proposal.
- xiii. Copy of this should be printed on letterhead, signed and stamped as a token of acceptance.
- xiv. Commercial quote to be provided in separate sealed envelope.

Current tools in use in SBI Life :

- i. Snow license metering software
- ii. BMC ITAM Tool

C. Commercial format

Review	Per manday rate	No.of days	Total
Onsite review			
Offsite review			

Note: Total review period should not exceed 30 mandays.

Taxes extra as applicable.

Payment Terms : upon successful completion and submission of deliverables.

D. Deliverables

- i. Detailed analysis of the deployment vs procured base.
- ii. Highlight the gaps / under / over usage of licenses
- iii. Suggested Remedial measures including reorganization or optimization techniques with a view to minimum expense and high utilization.
- iv. Remarks and comments.

E. Following documents should be submitted along with the cover letter (format enclosed).

- a) Cover Letter
- b) Documents as mentioned in the Eligibility Criteria
- c) Detailed Methodology of review
- d) NDA on Rs. 500/- Stamp Paper duly signed and stamped (Format enclosed).
- e) Commercial Format duly filled in as per the following format in a separate envelope.
- f) Proposal is to be delivered within the stipulated date to the following :

VP – IT Support and Compliance
SBI Life Insurance Co Ltd.
Plot 3A, Sector 10
Kapas Bhavan, 1st Floor,
CBD Belapur
Navi Mumbai 400614
Email ID: subhasis.gupta@sbilife.co.in / mamta.bhogle@sbilife.co.in

- g) A copy of this entire document printer on letterhead and stamped and signed on all the pages as a token of acceptance to the terms mentioned herein.**

F. Technical Evaluation

Detailed technical evaluation will include, scrutiny of minimum eligibility criteria (as mentioned in Annexure A) and technical information submitted. The bidder may highlight the noteworthy / superior features of their services. The bidder will demonstrate/substantiate all claims made in the technical bid to the satisfaction of the SBI Life, the capability of the solution to support all the required functionalities at their cost in their lab / office / in any other organization where solution is in use. Bids meeting the eligibility criteria & having complied with the points of Technical Bid and attain minimum technical score shall be qualified for commercial bid opening & evaluation . The bidder should use its tools/utilities/simulators to demonstrate the features laid in the RFP / evaluation criteria during presentation by bidder under Technical Evaluation.

G. Commercial Evaluation

The envelope containing the Commercial offers of only those Bidders, who are short-listed after technical evaluation, would be opened. The format for quoting commercial bid set out above. The commercial offer should consist of comprehensive cost for required services of entire solution. Bidder must provide detailed cost breakdown, for each and every categories mentioned in the commercial bid.

H. Subcontracting

As per scope of the RFP the subcontracting is explicitly prohibited or permitted.

I. Confidentiality

This document contains information confidential and proprietary to SBIL. Additionally, the Bidder will be exposed by virtue of the contracted activities to internal business information of SBIL, the Associates, Subsidiaries and/or business partners. Disclosure of receipt of this RFP or any part of the aforementioned information to parties not directly involved in providing the services requested could be treated as breach of trust and SBI Life would be free to initiate any action deemed appropriate. No news release, public announcement, or any other reference to this RFP or any program there under shall be made without written consent from SBIL. Reproduction of this RFP, without prior written consent of SBIL, by photographic, electronic, or other means is strictly prohibited.

J. Non-Disclosure Agreement

The Bidder shall treat all documents, information, data and communication of and with SBIL as privileged and confidential and shall be bound by the terms and conditions of the Non-Disclosure Agreement. If the Bidder does not have a valid NDA with SBIL then the signed NDA needs to be submitted along with the technical bid. Format of "Non Disclosure Agreement" is provided.

K. Limitation of Liability

Notwithstanding the other provisions of this Agreement, in no event shall the Bidder be liable to sbil or any third party for a monetary amount greater than the total amounts for the immediately preceding six months received by the Bidder for the Services under a particular SOW under which the liability principally arises. Neither party shall be liable to the other party for any loss of profit, production, anticipated savings, goodwill or business opportunities or any type of indirect, economic or consequential loss even if that loss or damage was reasonably foreseeable or that party was aware of the possibility of that loss or damage arising.

L. Indemnification

The Bidder shall, at its own cost and expenses, defend and indemnify SBIL against all thirdparty claims including those of the infringement of Intellectual Property Rights, including patent, trademark, copyright, trade secret or industrial design rights, arising from use of the Products or any part thereof in India. The Bidder shall expeditiously meet any such claims and shall have full rights to defend itself there from. If SBIL is required to pay compensation to a third party resulting from such infringement, the Bidder shall be fully responsible there for, including all expenses and court and legal fees. The Bidder shall also be liable to indemnify SBIL, at its own cost and expenses, against all losses/damages, which SBIL may suffer on account of violation by the Bidder of any or all national/international trade laws, norms, standards, procedures etc. Further, the Bidder shall indemnify SBIL and keep indemnified against any loss or damage that SBIL may sustain on account of any violation of patents, trademark etc., by the Bidder in respect of hardware, hardware components, system software, etc. supplied.