

**New Development Bank
Request for Proposal
(This is not a Purchase Order)**

1. Introduction

New Development Bank (NDB) is issuing a Request for Proposal (RFP) to invite qualified suppliers to provide proposals for NDB's **HQ Conference Hall Upgrade**. Please refer to the following information and attachments for detailed requirements.

Each interested party must submit their proposal in response to this RFP to the contact person listed below by **Aug. 28th, 2023, 5:15pm CST**. NDB will appoint the service provider in accordance with internal policies and guidelines. NDB at its sole discretion reserves the right to reject proposals in accordance with its internal policies and guidelines.

2. RFP Schedule

Please note that the following activities would take place in the RFP process. NDB will inform the specific arrangements in advance and the suppliers are requested to respond timely.

Activity	Date
Distribution of RFP	Aug. 10 th , 2023
Deadline for questions if any	Aug. 18 th , 2023
Proposal Response Due	5:15pm CST Aug. 28 th , 2023
Signing Contract	TBD
Project Kick Off	TBD

3. Instruction to bidders

3.1 Contact Information

Please use the following contact information for all correspondence with NDB concerning this RFP. **Suppliers who solicit information about this RFP either directly or indirectly from other sources will be disqualified.**

Contact Person:

Ms. Iris Wang

Address: NDB Headquarter, 1600 Guozhan Road, Pudong New District, Shanghai, China

上海市浦东新区国展路 1600 号，新开发银行总部大楼

Email: wang.jue@ndb.int

Tel: +86-21-8021 4413

3.2 Submission of Proposals

Proposals shall be prepared in English. Both hard copy and electronic version are acceptable. Hard copy (5 copies at least) is optional and shall be sent in sealed covers. Electronic version is **obligatory** and shall be submitted online in Electronic Procurement System.

For submission of proposal, the qualified suppliers should register to NDB's e-procurement system to be **NDB registered suppliers** (subject to NDB's internal approval) in advance. Then registered suppliers need to **ENROLL** in the procurement notice (for open competitive bidding) or **ACCEPT** the invitation (for limited competitive bidding) before submitting proposal online according to the timeline. (<https://www.ndb.int/procurement-opportunities/corporate-procurement/>)

The mentioning of deadline, due time, closing date, etc. herein means **Beijing time**; and NDB's business time is from **9:00AM to 5:15PM in working days**.

3.3 Questions

Questions should be submitted in writing by e-mail. Prospective vendors should refer to the specific RFP paragraph number and page and should quote the questioned passage. NDB will be prompt in responding to communicated questions.

3.4 Ownership of Materials

All materials submitted in response to this RFP become the property of NDB. Proposals and supporting materials will not be returned to prospective vendors.

3.5 Proposal Costs

NDB is not liable for any costs incurred by the prospective vendors in the preparation and/or submission of the proposal.

3.6 Proposal Format (Suggested)

NDB recommends that the proposal should contain the following (at minimum):

Volume 1 – Main Proposal

Section 1	Executive Summary
Section 2	Functional Section
Section 3	Technical Section
Section 4	Project Management Section
Section 5	Support Section

Volume 2 – Price Proposal – Should be separate but integral part of the proposal. The currency is USD; if quoting in other currencies, the exchange rate should be clearly defined. **The price shall be inclusive of applicable taxes (if not, please specify)**; and other charges shall also be clearly defined.

3.7 Validity Period

The proposal including pricing quotation shall be valid for a period of at least 90 days.

3.8 RFP Amendments

New Development Bank reserves the right to amend this RFP any time prior to the closing date. In the case of such an event, prospective bidders will be notified, and amendments will be issued only to those prospective vendors with intent to complete a proposal for submission to NDB.

3.9 Award Notification

NDB may negotiate with all shortlisted prospective vendors before deciding on the winning vendor. NDB reserves the right to negotiate further with the winning vendor before and in the contracting process. The remaining vendors will be notified in writing of their application status.

4. Evaluation Criteria

The proposals will be reviewed and evaluated by NDB's team in accordance with the related policies and guidelines on the six principles of Economy, Efficiency, Competition, Transparency, Value for Money, fit for Purpose as contained in NDB's corporate procurement policy. NDB is interested in obtaining a complete solution for the requirements contained in this RFP. Sub-contracting is not permitted. Proposals that meet the proposal instructions and requirements will be given a thorough and objective review. Proposals that are late, or do not comply with proposal instructions, or take exceptions to mandatory requirements will be eliminated without further consideration. The following are the key factors that would be taken into consideration for evaluating the proposals.

i. Technical Approach and Methodology or Software Solution

Primary consideration will be given to meet the mandatory requirements as listed in this RFP.

The following are factors in the evaluation.

1. Meeting the requirements as stated in this RFP.
2. Understanding of the work to be performed.
3. Technical approach and methodology to accomplish the work.
4. Completeness and competence in addressing the scope of work.

ii. Project Management

NDB also believes that effective project management is essential for a successful implementation. Prospective Vendors will be evaluated on the completeness and responsiveness of their project management plans and the project team assigned.

As part of the project management plan, prospective vendors must demonstrate adequate experience in developing and implementing the requested project. NDB's confidence in the vendors' ability to meet deadlines and successfully manage similar projects will be a primary consideration.

Special consideration would be given to vendors who propose a detailed project plan with sufficient breakdown of tasks and steps to demonstrate a complete understanding of the project.

iii. Pricing

NDB will consider pricing as part of the evaluation criteria. **Lowest price is not essential to win**; however, large pricing differentials between vendors will be carefully examined. Price will be used as a final indicator for determining the vendor finalists when all other criteria have been normalized.

iv. Presentation and Demonstration

Presentations and Demo’s provided by prospective vendors will be considered and evaluated.

v. Support and Maintenance

NDB believes the ability to perform timely support is also an important factor for the success of this project. Therefore, vendors should provide adequate information to demonstrate their capabilities to fulfill this task.

**Annexure 1
Supplementary List of Conference System**

序号 No	产品类别 Product Category	品牌 Brand	型号 Module	单 位	数量 Quantit y	备注 Note	备注 Note
1	高功率数字红外辐射单元 High power digital infrared radiation unit	TAIDEN	HCS-5100T/35B	台	3	补充 3 块高功率辐射单元，其中 1 块备用 补充 2 块辐射单元，其中 1 块备用 Add 3 high-power radiation units, with 1 as backup Add 2 radiation units, including 1 spare	5F 多功能厅 5F multifunctional hall
2	辐射单元安装支架 Radiation unit installation bracket	TAIDEN	Custom	台	3		
3	辐射单元专用延长线 Special extension cable for radiation unit	TAIDEN	75-5-50M	套	3		
4	辐射版电源延长线 Power cable for radiation unit	chengfeng	RVV2*2.5-50M	套	3		

5	管材接插件 Connector	chengfeng	Custom	批	1		
6	数字红外辐射单元 Digital infrared radiation unit	TAIDEN	HCS-5100T/25B	台	2		4F 媒体室 4F press room
7	辐射单元安装支架 Radiation unit installation bracket	TAIDEN	Custom	台	2		
8	辐射单元专用延长线 Special extension cable for radiation unit	TAIDEN	75-5-50M	套	2		
9	辐射版电源延长线 Power cable for radiation unit	chengfeng	RVV2*2.5-50M	套	2		
10	管材接插件 Connector	chengfeng	Custom	批	1		
11	USB 声卡调音台 USB sound card Mixing console	YAHAMA	AG03MK2	台	5	30F 董事会议室补充 3 台 USB 声卡调音台、1 台多轨录音机	
12	多轨录音机 Multi-track Recorder	Tascam	DR-70d	台	3	5F 多功能厅补充 1 台多轨录音机	
13	128G 高速存储卡 128G high-speed	SanDisk	SDXC	块	6	4F 媒体室补充 2 台 USB 声卡调音台、1 台多轨录音	

	storage card					机	
14	3.5mm 公对公音频线 Audio cable	UGREEN	10735	条	20	4F、5F 同传间增加 1 路信号传输 Three USB sound card Mixing console and one multi track recorder are added to the 30F board meeting room	
15	3.5mm 转双莲花头音频线 Audio cable	UGREEN	10513	条	20		
16	耳麦一分二转接线 Audio cable	UGREEN	30620	条	5	Add 1 multi track recorder to the 5F multifunctional hall	
17	HDMI 分配器 HDMI distributor	UGREEN	CM187	条	6		
18	HDMI 高清线 12 米 HDMI cable	SAMZHE	120SH8	条	6	Two USB sound card Mixing console and one multi track recorder are added to the 4F media room	
19	HDMI 高清线 2 米 HDMI cable	SAMZHE	20SH8	条	2	One channel of signal transmission is added between 4F and 5F simultaneous interpreting	
20	8 通道无源话筒分配系统 8-channel passive microphone distribution system	HiroSys	08PMSA	台	1	高可靠设备：发言分配混音系统热备 High reliability equipment: speech distribution mixing system hot standby	30F 董事会议室 30F board room
21	数字接口箱 Digital	ALLEN&HEATH	AR2412	台	1		

	interface box						
22	数字调音台 Digital mixer	ALLEN&HEATH	SQ5	台	1		
23	智能 PDU Intelligent PDU	EastCato	IPCS-N0610H	台	2		
24	音频专用线缆 Audio cable	chengfeng	A3SVYJP42×7/0.26+1	米	200		
25	视频跳线 Video cable	SAMZHE	20SH8	条	10		
26	管材接插件 Connector	chengfeng	Custom	批	1		
27	8 通道无源话筒分配系统 8-channel passive microphone distribution system	HiroSys	08PMSA	台	1	高可靠设备：发言系统主机热备、混音系统热备 High reliability equipment: hot standby for speech system host and mixing system	29F29599 会议室 29F meeting room 29599
28	机柜 Cabinet	TUTEN	42U	台	1		
29	全数字化标准型会议系统主机	TAIDEN	HCS-4100MB/52	台	1		
30	全数字化会议系统扩展光纤主机	TAIDEN	HCS-8300ME/FS	台	2		
31	环形连接器	TAIDEN	HCS-8300MCLS	台	1		
32	系统主机双机热备份软件模块	TAIDEN	HCS-4225/50	套	1		
33	话筒控制软件模块	TAIDEN	HCS-4213/50	套	1		

34	POE 交换机双电源	H3C	LS-5130S-52S-PWR-HI	套	2		
35	智能 PDU Intelligent PDU	EastCato	IPCS-N0610H	台	2		
36	音频专用线缆 Audio cable	chengfeng	A3SVYJP42×7/0.26+1	米	200		
37	管材接插件 Connector	chengfeng	Custom	批	1		
38	16 通道无源话筒分配系统 16-channel passive microphone distribution system	HiroSys	16PMSA	台	1	调音系统热备 Hot standby of tuning system	5F 多功能厅 5F multifunctional hall
39	数字接口箱 Digital interface box	ALLEN&HEATH	AR2412	台	1		
40	有线鹅颈话筒	SHURE	MX418D/C	套	2		
41	网络节点管理器	EXTRON	NAVigator	台	1	视频传输系统备份 Video transmission system backup	
42	网络节点管理授权	EXTRON	240license	套	1		
43	客户端软件	EXTRON	Custom Interface Design	套	1		
44	音频专用线缆 Audio cable	chengfeng	A3SVYJP42×7/0.26+1	米	200	其他配套 Other supporting facilities	
45	管材接插件 Connector	chengfeng	Custom	批	1		
46	8 通道数字红外发射主机	TAIDEN	HCS-5100MA/08F	台	2	增加同传主机及热备系统 Add simultaneous interpreting	4F 媒体发布室 4F press room
47	全数字化标准型会	TAIDEN	HCS-4100MB/52	台	2		

	议系统主机					host and hot standby system
48	全数字化会议系统扩展光纤主机	TAIDEN	HCS-8300ME/FS	台	2	
49	环形连接器	TAIDEN	HCS-8300MCLS	台	1	
50	系统主机双机热备份软件模块	TAIDEN	HCS-4225/50	套	1	
51	话筒控制软件模块	TAIDEN	HCS-4213/50	套	1	
52	同声传译软件模块	TAIDEN	HCS-4216/50	套	1	
53	会议音频矩阵软件模块	TAIDEN	HCS-8238	套	1	
54	全数字化会议系统同传代表单元	TAIDEN	HCS-4838CS/80	台	1	增加媒体发布会有线话筒及译员机 Add wired microphones and interpreter machines for media conferences
55	全数字化会议系统同传代表单元	TAIDEN	HCS-4838DS/80	台	5	
56	话筒杆	TAIDEN	MS33-B	根	6	
57	6 芯 30 米 延长电缆	TAIDEN	CBL6PS-30	根	2	
58	同传返显	Dell	甲供	台	2	
59	节点盒子	EXTRON	NAV	台	2	
60	16 通道无源话筒分配系统 16-channel passive microphone distribution system	HiroSys	16PMSA	台	1	其他配套 Other supporting facilities
61	机柜调音台 Cabinet	YAMAHA	MG16XU	台	1	

	Mixing console						
62	数字音频处理器 Digital audio processor	BOSE	EX-1280C	台	1		
63	音频专用线缆 Audio cable	chengfeng	A3SVYJP42×7/0.26+1	米	200		
64	管材接插件 Connector	chengfeng	Custom	批	1		
65	无线数字话筒主机 Wireless microphone host	H-WiT	WR-900M	台	2	无线鹅颈数字话筒 Wireless Gooseneck Digital Microphone	4F-30F 会议室 4F-30F conference room
66	无线数字话单元 Wireless microphone unit	H-WiT	WR-900D	套	20		
67	充电箱 Charging box	H-WiT	定制 Customization	台	2		
68	会议室数字发言及同传软件调试 Digital conference system service fee	BOSE	相关配套设备（不限于新增及利旧设备调试等） Related supporting equipment (not limited to new and old equipment debugging, etc.)	套	3	编程调试 Programming debugging	
69	会议室音响系统编程调试 Audio system service fee	BOSE	相关配套设备（不限于新增及利旧设备调试等） Related supporting	套	10		

			equipment (not limited to new and old equipment debugging, etc.)				
70	会议室中控编程调试 Control system service fee	EXTRON	相关配套设备（不限于新增及利旧设备调试等） Related supporting equipment (not limited to new and old equipment debugging, etc.)	套	10		
71	安装服务费 Installation service fee	国产	技术服务（不限于夜间作业、登高、开槽等） Technical services (not limited to night work, climbing, slotting, etc.)	套	1	安装服务 Installation service	所有会议室 All conference room above