



SURUHANJAYA KOMUNIKASI DAN MULTIMEDIA MALAYSIA

REQUEST FOR QUOTATION

**DIGITAL LIFESTYLE MALAYSIA (DLM) PROOF OF CONCEPT (POC) PROJECTS IN
RELATIONS TO INTERNET OF THINGS (IoT) AND DIGITAL APPLICATIONS &
SERVICES DEVELOPMENT WHICH WOULD BEST PROMOTE INNOVATIVE
DIGITAL LIFESTYLE SOLUTIONS TO THE INDUSTRIES AND COMMUNITIES**

RFQ NO: 201700196

ISSUE DATE: 24 NOVEMBER 2017

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BACKGROUND

About Digital Lifestyle Malaysia (DLM)

1. The Malaysian Communications and Multimedia Commission (MCMC) is the regulator, promoter and developer of the communications and multimedia industry. Among one of its developmental role, MCMC is actively driving the growth of the industry through the development of IoT and Digital applications & services under its Digital Lifestyle Malaysia (DLM) Initiative.
2. DLM is an MCMC initiative in relations to IoT and Digital applications & services development for industries and communities' ecosystems. Main objective is to create ecosystems to promote the use of digital applications to enhance competitiveness and social lifestyle – focusing on industries and communities, linking the Internet of Things (IoT) to the Internet of People (IoP).
3. The DLM initiative aims to facilitate, catalyze, and promote the development and implementation of IoT and Digital applications and services through industry cross-facilitation in the form of partnerships between the Government, businesses and society with the ultimate goal of transforming lifestyle for the benefit of citizens.
4. The DLM aspires to achieve the following objectives:
 - To create a better quality of life within a dynamic set of Digital Lifestyle ecosystems;
 - To compete internationally through increased productivity and sustainability using information and communications technologies (ICT); and
 - To boost and sustain the economic growth and to enable higher income for the population.

Project Summary

5. The DLM initiative is targeted to accelerate the adoption of a connected digital lifestyle and the IoT, thus provides a strategic platform with industries and communities to exteriorise IoT benefits to end users.
6. In order to realise the initiative, DLM team is inviting collaboration with interested parties from industries, universities or any research institutions to develop the IoT and Digital applications & services by virtue of call for proposals which would best promote innovative digital lifestyle solutions to the industries and communities. The proposal will be evaluated and must fulfil four major characteristics in the conceptualisation, design and implementation phases: -
 - Long term sustainability;
 - Touch the heart of the end user, community and industry;
 - Leverage upon existing resources or infrastructure; and
 - Give high impact values to socio-economic, jobs opportunity, industry, community, etc.
7. MCMC will establish smart partnerships with the industries with commitment to develop applications and services which will bring the best values and benefits to the end users.

SCOPE OF REQUEST FOR QUOTATION (RFQ)

8. Objective

MCMC is inviting interested parties, vide this Request for Quotation (RFQ), to submit proposals for the development of Internet of Things (IoT) and Digital applications & services to support DLM initiative in the following focus ecosystems which are seen to have the most potential: -

- Transportation;
- Healthcare;
- Retail & Payment;
- Track & Trace;
- Agriculture; and
- Blockchain IoT

9. User Requirement

Cognizant of the various ICT-based infra / infostructural programme and projects already being implemented by MCMC, the prospective Applicant are required to conceptualise, design, develop and deploy their proposed IoT and Digital applications & services, i.e. from creation of ideas to proof of concept (POC) and early phase of commercialization pilot with a host/anchor/main user for the target ecosystems along the following principles namely:

- To leverage upon existing Infrastructures / Infostructures;
- To deliver applications / services which would yield high economic impact;
- To ensure that the applications / services being developed would benefit the public; and
- To ensure sustainable modality for continuous operationalization of the applications / services.

10. The interested Applicant could submit two project proposals, but MCMC is not obliged to select both projects from the same technology partner.

11. In line with this initiative, the invitation serves to invite interested Applicant to submit the scope of works and specifications for the proposed development as stated below:

SCOPE OF QUOTATION	
SEGMENT	DESCRIPTION
Executive Summary	To provide an Executive Summary of the proposed IoT and Digital applications & services development which describe the objective, solution to meet user requirement and expected features.
Development Approach	To propose the design and development approach to meet the requirement and specification. This involves the process of conceptualizing, designing, developing and commissioning of the applications and services.
Technical Proposal	<ul style="list-style-type: none">• Details of the solutions/systems being proposed.• Details of the technology being proposed.

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	<ul style="list-style-type: none"> • Project Management and Implementation Team. <ul style="list-style-type: none"> - Provide the name, address and contact numbers of the Project development team. • Project Implementation Schedule. <ul style="list-style-type: none"> - Deliverables schedule indicating concept design, development, deployment, testing and commissioning covering the duration of Project rollout. - Final version of the applications and services must be ready one year after LOA or earlier. Applicant with the shortest development timeline will have slight advantage. 																																																		
Financial Proposal	<ul style="list-style-type: none"> • Breakdown of CAPEX and OPEX costs in detail, inclusive of the following but not limited to: <ul style="list-style-type: none"> - Capital cost for the hardware and software, but excluding developmental hosting on DLM Cloud Server (at no charge) throughout the project period. - Operational cost for manpower, training, professional services - Breakdown of the main equipment and components that will be required for the applications and services development. - Breakdown of costing table to be applied to the applications and services development: - <table border="1"> <thead> <tr> <th colspan="5">IoT or Digital Applications and Services: (Please specify)</th> </tr> <tr> <th>No</th><th>Items</th><th>Price</th><th>Quantity</th><th>Price</th></tr> </thead> <tbody> <tr> <td>1</td><td>Application Development (to provide details)</td><td></td><td></td><td></td></tr> <tr> <td>2</td><td>Application Testing (to provide details)</td><td></td><td></td><td></td></tr> <tr> <td>3</td><td>Application Commissioning (to provide details)</td><td></td><td></td><td></td></tr> <tr> <td>4</td><td>Documentation (to provide details)</td><td></td><td></td><td></td></tr> <tr> <td>5</td><td>Training (to provide details)</td><td></td><td></td><td></td></tr> <tr> <td>6</td><td>One year warranty/maintenance (to provide details)</td><td></td><td></td><td></td></tr> <tr> <td>7</td><td>Others (to provide details)</td><td></td><td></td><td></td></tr> <tr> <td></td><td>TOTAL</td><td></td><td></td><td></td></tr> </tbody> </table>	IoT or Digital Applications and Services: (Please specify)					No	Items	Price	Quantity	Price	1	Application Development (to provide details)				2	Application Testing (to provide details)				3	Application Commissioning (to provide details)				4	Documentation (to provide details)				5	Training (to provide details)				6	One year warranty/maintenance (to provide details)				7	Others (to provide details)					TOTAL			
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Reporting	To prepare scheduled progress report on the status of the Project.																																																		
Others	To furnish any other information which MCMC may require from time to time.																																																		

TERMS AND CONDITIONS

12. This RFQ is subject to the following terms and conditions:

- MCMC shall not be liable for any cost incurred, or work done, in relation to the Quotation and any report submitted to MCMC;
- This RFQ Document is not to be construed as a legal document, does not constitute an offer by MCMC and has no legal effect whatsoever; and
- The receipt of the Applicant's submission of proposal by MCMC or any clarification session held, if deemed necessary, should not give rise to any expectation whatsoever on the part of the Applicant that they shall be engaged.

13. Eligibility Criteria

The Applicant must meet the following requirements:

- Proposal / Quotation must be completed and submitted before the closing date – Incomplete proposals may be declared ineligible;
- Proposal / Quotation submission received after the stipulated closing date and time shall be rejected. Consultant's proof of posting or other evidence of transmission shall not be accepted as a proof of receipt by MCMC;
- Proposal / Quotation submitted by the Applicant to MCMC shall be new, original, genuine and should not belong to any third party; and
- Only one fund to be awarded to one Applicant from one company/SME/Enterprise at one time.

14. Inspection and Audit

MCMC shall have the right to inspect and verify that all obligations of the Applicant are fully complied with which may include:

- Technical Audit: Conducting a physical verification at the sites that the items and services are delivered according to the quantities, locations, timelines and specifications contained in the proposal;
- Commercial Audit: Verifying all relevant supporting documents submitted by the Applicant in their claims; and
- To allow MCMC to monitor on-line the progress of the development and shall agree not to obstruct, hinder or deny the rights of MCMC to conduct audits as and when necessary for this purpose.

15. Intellectual Property Right

- The IP shall be co-owned by the Applicant and MCMC, and the IP wouldn't be allowed to be used for any other purposes except for the scope as described in the RFQ;

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- The Applicant shall not use the IP rights for unrelated purposes without prior written consent from MCMC; and
- MCMC shall be acknowledged in the credits upon successful commissioning of the applications and services in the post POC stage.

16. Funding and Schedule of Payment

The Applicant shall propose an attractive and workable pricing which shall not exceed in total of RM250,000.00 (excluding 6% GST tax, if applicable) per application.

Upon verification and approval by MCMC, the disbursement of the fund shall be as follows:

STAGE OF DISBURSEMENT	PERCENTAGE (%)
Advance Payment (upon acceptance of the Letter of Award), and upon proper execution of the project kick-off.	10
Upon satisfactory completion for 30% of the mutually agreed milestones.	25
Upon satisfactory completion for 60% of the mutually agreed milestones.	25
Upon commissioning of the project to the satisfaction of MCMC.	25
Final Payment upon satisfaction of MCMC of the full completion of the project.	15

MCMC has the right to request for full reimbursement of the fund disbursed to the Applicant in the event of:

- Incompletion of the Project; or
- Termination due to contravention of terms and conditions; or
- Failure of the Applicant to meet the milestones set by MCMC.

17. Submission of the proposals / quotations shall include the following:

- Background information on Applicant's organisation – this shall include corporate information, major clients and previous projects involved. Details to be provided as outlined in **Appendix I**. If the Applicant is part of a larger group or consortium, when providing information in this part, the particulars of the previous clients, projects and project's experience must be provided separately from those of the group or consortium;
- In addition to the periodic meetings to be held with MCMC, the Applicant shall also attend and meet with any other stakeholders if so required by MCMC on the latest developments relating to the project and to undertake presentations on the matter;

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- The Applicant shall be available on a “standing order” basis to address any ad hoc queries related to the project and shall provide the necessary response in a timely manner; and
- The Applicant is invited to include copies of any recent work that are relevant to the Scope of Project of this RFQ and are not confidential.

18. Acceptance of Quotation

- MCMC reserves the right to accept the whole Quotation submission or such part or parts thereof made by the Applicant as MCMC may at its absolute discretion decide.
- MCMC shall not be bound to provide any reasons for the rejection of the Quotation.

19. Omissions and Errors

- No oral, written, fax or otherwise transmitted information, modification or variation of the submission received after the quotation submission is closed will be considered.
- Applicant shall be solely responsible for all such omission and errors without any additional cost chargeable to MCMC. MCMC shall not entertain any request for variation of prices or submission of additional quotes for items left out in the original submission on the grounds of lack of knowledge, etc.

20. Quotation Clarification

- Applicants are advised to study all terms, conditions and audit requirements carefully and to make all necessary clarification, etc., before finalizing their offers for submission. Clarification can be sought by sending email to procurementoperations@cmc.gov.my.

21. Quotation Submission

- Quotation submission shall be sent by using a sealed envelope(s) marked with MCMC's RFQ reference no. (as indicated in this RFQ Document) at the top of right hand corner of the envelope.
- All submissions shall be type written and in the English language.
- All documents which form part of the Applicant's submission of quotation shall be properly documented and named either in one (1) or more pdf files for easy reference.
- Failure on the part of the Applicants to comply with the requirements specified herein may invalidate the Applicant's offer.
- Submission shall be deposited in the Quotation Box marked with the RFQ Number, which is provided on the Ground Floor of the office of the MCMC and addressed to:

**Chairman
Malaysian Communications and Multimedia Commission
MCMC Tower 1, Jalan Impact, Cyber 6
63000 Cyberjaya
Selangor Darul Ehsan
(Attn.: Chairman of Quotation Evaluation Committee)**

22. Closing Date

- All proposal / quotation submission shall be prepared in the manner prescribed and submitted as stipulated in clause 10 herein specified, on or before Monday, 4 December 2017 at 12.00 noon (GMT+8).
- Late submission shall be rejected.

23. Terms of Payment

- All payments shall be made in Ringgit Malaysia (RM).
- The payment schedule shall be made on a progress basis and based on completed work as stipulated in clause 15 herein specified.

24. Performance Bond

- The appointed Applicant is required to submit a Performance Bond in the form of Bank Draft or Bank Guarantee issued by a local licensed financial institution under the Financial Services Act 2013 prior to the execution of the agreement with MCMC. This Performance Bond is equivalent in value of ten percent (10%) of the approved total cost.
- The Performance Bond shall be kept valid from the Commencement Date until three (3) months after the Completion Date of the project.

25. Delay in Project Delivery

- In the event of a delay on the part of the Applicant to complete the Project within the stipulated time frame, the Applicant shall pay MCMC liquidated damages at the rate of five percent (5%) per week, for a maximum of two (2) weeks, of the value of the Contract Sum. On the expiry of the two (2) weeks, if the Applicant still fails to complete the Project, MCMC shall have the right to terminate the award by issuing a Notice of Termination. In respect, time shall be of the essence.

26. Presentation, Demonstration or Trial

- The Applicant may be required to give a presentation, demonstration or trial on their proposal to MCMC. This may provide an opportunity for the Applicant to clarify and elaborate on their proposal but shall in no way change the original submission.
- The Applicant will be informed of the date, time and location of these presentations, demonstrations or trials. Failure on the part of the Applicant in complying with this condition may render its quotation submission invalid.
- The Applicant shall bear all expenses related to the above-mentioned activities.

27. Indemnity

- The Applicant shall indemnify and keep indemnified, protect and defend at its own cost and expense, the Commission, its employees and its agents from and against all actions, claims and liabilities arising out of acts done by the Applicant or its Personnel in the performance of the Project development and delivery.

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APPENDIX I

RELEVANT INFORMATION

1. One (1) copy of the Company's Certificate of Registration;
2. One (1) copy of Audited Financial Statement for the last 1 recent year OR 1 copy of Certified Bank Account Statement for the last 3 recent months OR Credit Facility provided by the Bank;
3. Profile of the Applicant's Company (to be sent together with the experience of the company).
4. Samples of previous project development of related applications and services conducted.

LIST OF EXPERIENCE

(Please provide the list of experiences with brief description on previous related projects):

No.	Previous Client(s)	Brief Description	Duration (Month/Year)	Current Status of the Project	Manpower

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