



**ASIAN INFRASTRUCTURE  
INVESTMENT BANK**

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B-9 Financial Street, Xicheng District  
Beijing 100033, China

## **INVITATION FOR EXPRESSION OF INTEREST**

### **PRIVILEGED ACCESS MANAGEMENT (PAM) SYSTEM AND SERVICES**

**IEOI No. SR271435457**

The Asian Infrastructure Investment Bank (AIIB) now invites qualified suppliers, to submit an Expression of Interest (EOI), to provide **Privileged Access Management System and Services**. A shortlist will be prepared following the pre-defined selection criteria for participating in the selection process. The selection will follow AIIB's Corporate Procurement Policy, relevant rules and procedures.

The response should provide information of the Firm's financial information and experiences in undertaking **Privileged Access Management System and Services** in the past 3 years. Firm should submit all related documents as required under Annex E to the below email address in PDF format, **before 23:59, Sep 20, 2019 (Beijing time)**.

Contact information:

Lily Lv (Ms)  
Corporate Procurement Unit  
Email Address: [it.procurement@aiib.org](mailto:it.procurement@aiib.org)  
Facilities and Administration Services Department  
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Annex A – Instructions to Bidders (ITB)  
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## **Annex A. Instructions to Bidders (ITB)**

### **1. Definition**

The following terms are defined for the purpose of this Invitation for Expression of Interest (IEOI):

- **“IEOI Document”** means the IEOI and its Annexes.
- **“Works”** is defined in AIIB’s Directive on Corporate Procurement (accessible at [www.aiib.org](http://www.aiib.org)).
- **“General Services”** is defined in AIIB’s Directive on Corporate Procurement (accessible at [www.aiib.org](http://www.aiib.org)). General Services may be referred to in short as “Services” in this IEOI Document.
- **“Goods”** is defined in AIIB’s Directive on Corporate Procurement (accessible at [www.aiib.org](http://www.aiib.org)).
- **“Supplier”** is defined in AIIB’s Directive on Corporate Procurement (accessible at [www.aiib.org](http://www.aiib.org)).
- **“Applicant”** means a supplier who applies for IEOI.

### **2. Compliance**

The instructions in this Annex shall be read in conjunction with the rest of the IEOI Document. Applicants for IEOI is expected to comply with all instructions and requirements in this IEOI Document.

### **2. Eligible Applicants**

- 2.1. An Applicant must meet the eligibility requirements in Annex C.
- 2.2. An Applicant may be a natural person, private entity, non-government organization, or government-owned entity or any combination of them with a formal intent to enter into an agreement or under an existing agreement in the form of a Joint Venture (JV). In the case of a JV:
  - a) all parties to the JV shall be jointly and severally liable; and
  - b) a JV shall nominate a Representative who shall have the authority to conduct all businesses for and on behalf of any and all the parties of the JV during the IEOI process, and during the bidding process if the Applicant is prequalified for participating in the bidding, and, during contract execution in the event the JV is awarded the Contract.

### **3. Prohibited Practices**

AIIB requires all parties, including Suppliers and AIIB staff to observe the standards of integrity and ethics during the procurement, administration and implementation of corporate procurement contracts. AIIB acts in accordance with AIIB’s Policy on Prohibited Practices in connection with a prohibited practice (as defined in said Policy) and AIIB’s Code of Conduct for Bank Personnel, and AIIB’s Code of Conduct for Board Officials.

### **4. Conflict of Interest**

AIIB may declare a party ineligible for entering a contract with AIIB if AIIB decides there would be a “conflict of interest” in that party bidding for or executing the contract. For the purposes of corporate procurement, the Bank considers a conflict of interest to be a situation in which a party has interests that could improperly influence, or be perceived to improperly influence, that party’s performance of its official duties, responsibilities, or contractual obligations or compliance with applicable laws and regulations or that such conflict of interest may contribute

to or constitute a prohibited practice under AIIB's Policy on Prohibited Practices. Applicants for IEOI have an obligation to disclose any situation of actual or potential conflict of interest.

## **5. Clarification of IEOI Document**

A prospective Applicant requiring any clarification of the IEOI Document shall contact the AIIB's Corporate Procurement Unit by email as indicated in the IEOI. AIIB will respond by email to any request for clarification, provided that such request is received with sufficient time for AIIB to respond prior to the deadline for submission of Application for IEOI.

## **6. Language**

The application for IEOI, as well as all correspondence and documents relating to the application for IEOI shall be in English. Supporting documents and printed literature that are part of the application for IEOI may be in another language provided they are accompanied by an accurate translation of the relevant passages in English in which case, for purposes of interpretation of the application, such translation shall govern.

## **7. Documents Comprising the Application for IEOI**

The Application shall comprise all the forms duly completed and support documents as required in Annex E: Application Forms.

## **8. Submission of Application for IEOI**

8.1. The Applicant shall submit their Application for IEOI to the AIIB's Corporate Procurement Unit by email as indicated in the IEOI.

8.2. AIIB expects Applicants to submit their Application for IEOI before the submission date and time indicated in the IEOI.

## **9. Late Application**

AIIB may at its discretion decide whether to accept a late application based on its assessment on the circumstances surrounding the late application.

## **10. Clarification of Application for IEOI**

To assist in the evaluation of the applications, AIIB may, at its discretion, ask any Applicant for a clarification of its application. AIIB's request for clarification and the response shall be in writing by email.

## **11. Evaluation of Application for IEOI**

11.1. AIIB shall use the criteria defined in Annex B: Qualification Criteria to evaluate the qualifications of the Applicants.

11.2. The Applicants whose applications have been determined to be substantially responsive to the requirements of the IEOI Document and who have met the qualification criteria in Annex B shall be prequalified by AIIB.

11.3. The Annex F, AIIB's General Terms and Conditions shall be incorporated to the final version of the Contract Form. Bidder is expected to accept the General Terms and Conditions and advise if any deviation or proposed amendment to the Bank along with the submission of application.

## **12. Invitation to Bid**

AIIB shall send Invitation for Bids to all Applicants who have been prequalified.

## **13. Notification to unsuccessful Applicants**

AIIB will notify those Applicants whose applications have been determined to be nonresponsive to the requirements of the IEOI Document or who do not meet the qualification criteria in Annex B.

## Annex B. Data Sheet (DS)

Subject	Details
<b>Proposed Schedule</b>	<ul style="list-style-type: none"> <li>▪ <b>IEOI Due Date and Time.....23:59, Sep 20, 2019</b></li> <li>▪ Anticipated Shortlisting Announcement.....Sep 30, 2019</li> </ul>
<b>Qualification Criteria to evaluate the qualifications of the Applicants</b>	<ol style="list-style-type: none"> <li>1. Healthy financial performance of the service provider or the service provider parent company (25 points)</li> <li>2. Understanding of AIIB's business requirements (20 points)</li> <li>3. Relevance of product reference cases (15 points)</li> <li>4. Relevance of implementation reference cases (15 points)</li> <li>5. Key members holding in-depth skill, capabilities and experience for PAM system implementation (25 points)</li> </ol> <p><b>Minimum score to pass IEOI: 70 points</b></p>

## **Annex C. Eligibility Requirements**

All Bidders participating in AIIB's corporate procurement shall meet the eligibility requirements set forth in the AIIB's Policy on Corporate Procurement and Directive on Corporate Procurement.

Excerpt from Policy on Corporate Procurement:

### **"4. Eligibility**

4.1. The Bank may procure goods, works, general services and consulting services from any country unless the Bank's Board of Directors decides otherwise. Any country excluded by the Board of Directors will be listed in a schedule that will be published alongside this Policy.

4.2. A party wishing to enter into a corporate procurement contract with the Bank must meet the qualification requirements required by the Bank for the contract.

4.3. The Bank may declare a party ineligible for a particular corporate procurement contract if the Bank decides there would be a "conflict of interest" in that party bidding for or executing the contract. For the purposes of corporate procurement, the Bank considers a conflict of interest to be a situation in which a party has interests that could improperly influence, or be perceived to improperly influence, that party's performance of its official duties, responsibilities, or contractual obligations or compliance with applicable laws and regulations or that such conflict of interest may contribute to or constitute a prohibited practice under the Bank's Policy on Prohibited Practices.

4.4. A party may be deemed ineligible for any corporate procurement contract if found to be in breach of the Bank's Policy on Prohibited Practices."

Excerpt from Directive on Corporate Procurement:

### **"3.8. Eligibility and Preventing Conflict of Interest**

3.8.1. Individuals and legal entities currently under sanction by the Bank in accordance with the Policy on Prohibited Practice are not eligible to participate in the Bank's corporate procurement.

3.8.2. A Bidder or Consultant engaged by the Bank to prepare technical specifications in the bidding documents, or to assist in the preparation of bidding documents or evaluation criteria relating to an instance of Simplified Competitive Procurement or Full Competitive Procurement, is ineligible to bid for that instance of procurement.

3.8.3. A former member of Bank Personnel shall not be eligible for any instance of corporate procurement unless the Human Resources Department provides prior written approval to the Corporate Procurement Unit. Such written approval shall be required only for the first instance of proposed procurement unless the Human Resources Department specifies otherwise.

3.8.4. Former Bank Personnel shall not, for two years following their termination of employment with the Bank, be eligible for any instance of corporate procurement related to a matter in which they participated personally and substantially during their employment with the Bank, unless otherwise agreed by the President."

## Annex D. Simplified Terms of Reference

### 1. Background

Privileged Access Management (PAM) is one of the most critical security controls, particularly in today's increasingly complex IT environment. A PAM system helps organizations provide secure privileged access to critical assets and meet compliance requirements by managing and monitoring privileged accounts and access.

### 2. Scope of Work

Procure a PAM system and related services, including:

- A PAM product perpetual license (20 users, at least 400 target systems/devices).
- Three years of product maintenance
- System implementation service.
- Knowledge transfer service
- Six months of onsite system maintenance service.

Systems and Devices that PAM need to support

Systems and Devices
On-Premise: Servers\ Database\ Network Devices\ Applications\ AD\ E-services
Cloud service: SAP (Concur\ FieldGlass\ SuccessFactor\ ByDesign\ ARIBA), Office 365, Amazon Web Services (AWS)

### 3. Timeline

- System implementation: November to December 2019.
- Onsite system maintenance: January to June 2020.
- System quality assurance service: January 2020 to December 2022.

### 4. Requirements for Potential Firms

- The original product manufacturer must have at least 10 PAM reference cases in financial institutions.
- The potential Firm:
  - Must have at least five reference cases of the proposed PAM product reselling.

- Must have the official authorization document issued by the original product vendor.
- The implementation team:
  - Project manager and key experts must have at least five years of experience in PAM implementation.
  - Other team members must have at least three years of experience in PAM implementation.
  - All team members must have good command of English writing and speaking.
  - The onsite maintenance personnel must have at least three years of experience in PAM maintenance.

## 5. Required Documents

- Solution description
- Reference cases
  - Must separately list the reference cases of original product manufacturer and the agent company.
  - For each reference case, must at least specify client name (if feasible), client region and industry of the client.
- Project team must provide detailed CV for each of the team members, especially working experience and references.



**Annex E**  
**Expression of Interest (EOI) Forms**

**Form E-1): Response to IEOL by Firm**

Date: [dd/mm/yyyy]

Dear Mr./Ms. [copy the AIIB's representative's name, designation and department as indicated in the IEOL],

We have read carefully your Invitation for Expression of Interest (IEOL) for the captioned assignment/project and find the Simplified Terms of References (TOR) match our firm's capacity for providing the services required in the TOR. We would like to submit our information required for being considered for the Shortlist. We understand that AIIB does not have an obligation that we must be shortlisted.

Our firm's profile and information relevant to this IEOL are provided below:

**Form E-2): Firm's Information**

In case of Joint Venture (JV), each partner of the JV shall fill up this Form.

Firm's legal name	
Firm's country of constitution/registration	
Firm's year of constitution/registration	
Firm's legal address in country of constitution/registration	
Firm's website	
Firm's authorized representative (name, address, telephone numbers, fax numbers, e-mail address)	<i>[In case of Joint Venture (JV), this is shall be the authorized representative of the JV]</i>
<p>The Firm is required to attach the following documents:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> 1. Articles of incorporation or constitution/registration document of the legal entity named above.</li><li><input type="checkbox"/> 2. Confirmation of Authorization to represent the Firm.</li><li><input type="checkbox"/> 3. Agreement of JV in case of JV, otherwise indicate "N/A".</li></ul>	

### Form E-3): Eligibility Declaration

We, the undersigned, certify to the best of our knowledge and belief:

☐ We have read the IEOI, including the Simplified Terms of Reference (Annex D), for this assignment.

☐ We confirm that the project references submitted as part of this IEOI accurately reflect the experience of our firm.

☐ We confirm our firm and all the personnel indicated in the IEOI have met the requirements of Corporate Procurement Policy of AIIB, which can be found on <https://www.aiib.org/en/opportunities/business/.content/index/download/policy-on-corporate-procurement.pdf>

[Signature:

Name of the firm's authorized representative:

Position]

**Form E-4): Financial Performance**

Each Applicant must fill out this form using data from its audited financial statements.

In case of joint ventures, each Joint Venture Partner must fill out this form separately, and provide the Joint Venture Partner name below:

Joint Venture Partner: \_\_\_\_\_

	<i>Financial Data for Previous three Years in USD Equivalent</i>		
	Year 1	Year 2	Year 3
<i>Information from Balance Sheet</i>			
Total Assets (TA)			
Total Liabilities (TL)			
Net Worth =TA – TL			
Current Assets (CA)			
Current Liabilities (CL)			
Working Capital = CA - CL			
Most Recent Working Capital			
<i>Information from Income Statement</i>			
Total Revenues			
Profits Before Taxes			
Profits After Taxes			
<input type="checkbox"/> Attached are copies of audited financial statements (balance sheets including all related notes, and income statements) for the last 3 years.			

**Form E-5): Average Annual Turnover**

Each Applicant must fill out this form.

The information supplied should be the Annual Turnover of the Applicant or each member of a Joint Venture in terms of the amounts billed to clients for each year for *[Works/Services]* in progress or completed, converted to US Dollars at the specified exchange rate.

In case of joint ventures, each Joint Venture Partner must fill out this form separately, and provide the Joint Venture Partner name below:

Joint Venture Partner: \_\_\_\_\_

Year	Amount Currency	Exchange Rate	USD Equivalent
Average Annual Turnover			

**Form E-6): Pending Litigation and Arbitration**

Each Applicant or member of a JV must fill in this form if so required under in Annex 3 Qualification Criteria.

<input type="checkbox"/> No pending litigation and arbitration			
<input type="checkbox"/> Below is a description of all pending litigation and arbitration involving the Applicant (or each JV member if Applicant is a Joint Venture).			
Year	Matter in Dispute	Value of Pending Claim in USD Equivalent	Value of Pending Claim as a Percentage of Net Worth

**Form E-7): Service Plan**

***(\*the response format is not restricted but below contents must be included)***

<b>1) Project methodology and approach</b>
<b>2) Solution description</b>
<b>3) Project team structure</b>
<b>4) Proposed Project Plan</b>
<b>5) Proposed Project Deliverables</b>
<b>6) Cost Estimation</b>

**Form E-8): Firm's Experience**

List below the Products and the Firm's contracts with clients in the past 3 years similar, in size and nature, to the Contract under this IEOL.

Name of the Client	Client Country	Brief Description of the Scope of the Contract	Contract Size (Currency, Amount)	Contract Duration (From mm/yyyy to mm/yyyy)	Applicant's Role in the Contract (Sole Supplier/JV Partner)



**Form E-9): Curriculum Vitae (CV) of Key Personnel**

1. Position:	<i>[Same Position Title: _____, as in page 1]</i>		
2. Name:	<i>[Family name, Given Name]</i>		
3. a) Year of Birth	<i>[yyyy]</i>	b) Place of Birth	<i>[Name of Country]</i>
4. Citizenship	<i>[Name of Country]</i>		
5. Name and Address of Current Employer:			
6. Education:	<i>[List degrees, major/area of specialization, the date(s) mm/yyyy of diploma(s) and institute(s)]</i>		
7. Membership in Professional Associations			
8. Language Skills	<i>[List the language(s) and related skill level: Native, Fluent, Intermediate, Basic]</i> 1. English (Mandatory): 2. ... 3. ...		
9. Employment Record			
<i>[Starting with present position, list in reverse order every employment in the past 10 years]</i>			
From <i>[mm/yyyy]</i> To <i>[mm/yyyy]</i> Employer: Positions held: Location(s): Main Responsibilities:			
10. Past Work Experiences Relevant to the Purchaser's Requirement			

*[List major assignments in the past 10 years that can best illustrate the person's capability to handle the tasks listed in the left column.]*

*[Insert the major tasks in the Purchaser's Requirement here]*

*[Task 1:\_\_\_\_\_]*

*Task 2:\_\_\_\_\_*

*Task 3: \_\_\_\_\_ ]*

*[Work experiences relevant to Task 1:  
Time Period: From mm/yyyy to mm/yyyy  
Name of Client:  
Position held:  
Main Responsibilities/Outputs: ]*

*[Work experiences relevant to Task 2:  
Time Period: From mm/yyyy to mm/yyyy  
Name of Client:  
Position held:  
Main Responsibilities/Outputs: ]*

*[Work experiences relevant to Task 3:  
Time Period: From mm/yyyy to mm/yyyy  
Name of Client:  
Position held:  
Main Responsibilities/Outputs:*

11. Certification:

I, the undersigned, certify to the best of my knowledge and belief that

- this CV accurately describes my qualifications and my experience ☐ Yes ☐ No
- I am currently under sanction by AIIB ☐ Yes ☐ No
- I am former AIIB staff ☐ Yes ☐ No

I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged, or sanction by AIIB in accordance with its Policy on Prohibited Practices.

\_\_\_\_\_  
[Signature] Date: [dd/mm/yyyy]

## **Annex F. General Terms and Conditions (GTC)**

<https://www.aiib.org/en/opportunities/business/.content/index/download/aiib-general-terms-and-conditions.PDF>