



Oman Tower Company

Confidential

RFQ

Business Continuity Management system ISO 22301 for Oman Tower Company

Ref: RFQ/2024/020	Date: June 24, 2024.
To:	Open RFQ
	Oman Tower Company PO Box 297, PC 112, Ruwi, Muscat, Sultanate of Oman Office Location: Al Sahwa Square, Building B2, Al Mawalih, Muscat, Sultanate of Oman
	Buyer Details: Supply Chain Management Department Name: Mudathir Al Esri. Tel: E-mail: procurement@omantowerco.om
Bid Closing Date: Sunday 7th July 2024, 12 PM.	

A) RFQ Process

Oman Tower Company would like to invite you to participate in this RFQ.

1. Offers must be submitted to procurement@omantowerco.om before the submission deadline.
2. Clarification queries must be submitted to the same email address at least 1 working day before the bid submission deadline.
3. Offers must be valid for at least 30 days.
4. OTC will first check the compliance of the technical offer to the scope of work, then consider delivery time, then award the work to the compliant bidder with the lowest price.
5. This RFQ does not commit OTC to award any work.
6. The RFQ shall only be for bidders registered under the services of this categories and provide relevant document assuring the services.
7. Oman Tower at its discretion is not bound to award to the lowest bidder.
8. Bidders shall fill in their quotes in the schedule of price "Page 2"
9. The bidder who will be awarded shall pay a registration fee; this is only applicable to unregistered bidders.

B) Scope of Work and Technical Requirement

- Business Continuity Management System (BCMS) consultancy and ISO 22301 certification assistance for Oman Tower Company (OTC) to address the TRA's Emergency Management Plan (EMP) Audit Report observations.
- The bidder shall review and amend OTC's current EMP (40 pages) following the recommendations set out in the TRA's EMP assessment report to address a number of non-compliant and partially compliant audit points.

- The bidder shall establish a BCMS for OTC to be compliant with the TRA's EMP assessment report mentioned above.
- The OTC's EMP and TRA's EMP assessment report will be available electronically for the bidders who commit to participate in the RFQ.

C) Delivery Period

- Oman Tower Company requires the delivery of the project to be within maximum of 5 calendar months from issuance of purchase order.
- The Project Implementation plan shall be detailed and broken into phases.

D) Schedule of price

The bidder shall fill in the table below:

Sr. No.	Description	Quantity	Delivery Period	Total Amount
1	Business Continuity Management System (BCMS) consultancy and ISO 22301 certification assistance for Oman Tower Company (OTC) to be inline with the TRA's assessment report	1		
2	Review and amend OTC's current EMP (40 pages) following the recommendations set out in the TRA's EMP assessment report to address a number of non-compliant and partially compliant audit points	1		

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