South East Europe University – Tetovo announces:
A BIDDING PROCEDURE REQUEST
(no public opening)

1. GENERAL PROVISIONS

1.1. Purchaser
South East Europe University, Ilindenska bb, 1200 Tetovo

1.2. Subject of the procurement: Procurement: Class Attendance System
   Call number: 01/072011
   Code: Class Attendance

1.3. Specification:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Microsoft Forefront Identity Manager 2010</td>
</tr>
<tr>
<td></td>
<td>Product: 7VC-00148</td>
</tr>
<tr>
<td>450</td>
<td>Microsoft Forefront Identity Manager 2010 - 1 user CAL</td>
</tr>
<tr>
<td></td>
<td>Product: 7WC-00124</td>
</tr>
<tr>
<td>450</td>
<td>ID cards with contact and contactless interface</td>
</tr>
<tr>
<td></td>
<td>Product: see specification in annex</td>
</tr>
<tr>
<td>50</td>
<td>PCMCIA smart card readers</td>
</tr>
<tr>
<td></td>
<td>Product: see specification in annex</td>
</tr>
<tr>
<td>50</td>
<td>USB smart card readers</td>
</tr>
<tr>
<td></td>
<td>Product: see specification in annex</td>
</tr>
<tr>
<td>100</td>
<td>RFID Smart Card reader (TCP/IP-PoE-125KHz-or-13.56MHz)</td>
</tr>
<tr>
<td></td>
<td>Product: see specification in annex</td>
</tr>
<tr>
<td>1</td>
<td>Implementation of PKI, CMS and IAM system for 450 users</td>
</tr>
<tr>
<td></td>
<td>Product: see specification in annex</td>
</tr>
</tbody>
</table>

For additional details refer to annex of this document (page 4 of this document)
1.4. **The criteria for selection of the most favorable bidder:**

- Technical features of the equipment and fulfillment of the technical requirements from the specification
- Technical and professional capacity for PKI, CMS and IAM systems
- Local support (i.e. ability of the bidder to offer professional services, quality certificates)
- Price
- Warranty of the equipment and terms of warranty
- Method of payment
- Bidder qualification
- Conditions on proposed SLA Agreement
- Delivery deadline – the bidder is to state the shortest delivery deadline, but not longer than 4 (four) weeks after the order delivery (otherwise penalties are calculated from 1% of the order value for every day of delay, to a maximum of 20% of the total order value)
- References

1.5. **Offer validity deadline:** 30 days of the day of selection of a most favorable bidder

1.6. **Offer submission deadline:** by 1600hrs on 12.07.2011 the latest.

2. **CONTENT OF THE OFFER**

2.1. **The Offer should contain two internal envelopes:**

2.1.1. It is obligatory that one internal envelope, marked “TECHNICAL OFFER AND DOCUMENTATION”, should contain the following data and documentation:

1. Producers Authorization Form
   Name, address and seat of the bidder, authorized person, telephone and fax number
2. Detailed description and technical characteristics, i.e. THE COMMERCIAL OFFER WITHOUT PRICES
3. Warranty and terms of warranty.
4. Document proving a three (3) year experience in reselling and installing equipment of the similar type as the one subject to this procurement.
5. References on the delivery of similar type of equipment from at least three (3) purchasers in the last three (3) years
6. Certificate issued by the relevant institution for quality control confirming the suitability of the equipment in accordance with the standards
7. Instructions for installation and putting into operation of the equipment.
8. Technical equipment and HR structure – technical staff.
9. Certificates proving that the bidder has certified staff in the field (at least: one CISSP, one CISM (ISACA), and also Microsoft certified staff).
10. Technical support offered for the product (price, duration), specifying the SLA level provided.
11. Delivery deadline of a received order from the Purchaser – the Purchaser is to state the shortest delivery deadline, however, no longer than four (4) weeks after the reception of the order by the Purchaser (otherwise penalties are calculated from 1% of the order value for every day of delay, to a maximum of 20% of the total procurement value)
12. Materials proving the quality of the offered equipment and quality certificates.

13. Fulfillment of the technical requirements (with the submitted documentation, as well as Statement for consent to the Technical requirements, item by item marked fully fulfilled or partly fulfilled or unfulfilled)

14. A document issued by a competent body or institution confirming that no bankruptcy or a liquidation procedure has been initiated against the bidder and that no security measure – ban on performing an activity has been issued against the bidder (the original or a copy not older than six months verified by the bidder) for domestic and foreign bidders

15. Bidders are to submit a Solvency document from the Central Register of the RoM (original or copy not older than six months, verified by the bidder).

16. Declaration of conformity

2.1.2. It is obligatory that a second internal envelope, marked “COMMERCIAL OFFER”, contains the following data:

- The offer should be fulfilled on the form (the form can be downloaded from the website).
- Method of payment with a bank remittance, within 30 days after the device delivery and invoice submission.

2.2. The offer should be prepared in accordance with the defined requirements given in this request and in accordance with the Specification. If the offer is not prepared as required and does not contain the requested data, the offer will be considered to be incomplete.

3. FINAL PROVISIONS

3.1. The offers should be submitted to the South East Europe University, Ilindenska bb, Tetovo, not later than 1600hrs on 12.07.2011. Every offer received in the Campus (Archive Office, Rectorate Building, Office 10) after the deadline will not be accepted.

3.2. The offer is submitted in a single original copy signed by the bidder’s responsible person, in a sealed envelope. A note “DO NOT OPEN” should be placed in the top left-hand corner of the envelope, as well as the request code: (Code: Class Attendance).

The first internal envelope should enclose the accompanying and technical documentation and be marked “Technical Offer and Documentation”.

The second internal envelope should enclose the technical offer with the commercial prerequisites and be marked “Commercial Offer”.

3.3. The offer should be submitted in a single original copy, and every page should be endorsed by the bidder’s responsible person.

3.4. The procurement by this request is not separable.

3.5. The offers will be opened without the presence of the bidders.

3.6. Offers will be accepted in English, Albanian or Macedonian Language.

Additional information can be obtained at procurement@seeu.edu.mk.

SOUTH EAST EUROPE UNIVERSITY
Annex

ID Cards specification

It is necessary to supply 450 smart cards with a printed double-sided template. The template design will be given by University. Cards must meet the following characteristics:

<table>
<thead>
<tr>
<th>description</th>
<th>Contactless card, working frequency 13.56MHz and 125 kHz EM4102, with integrated contact chip.</th>
</tr>
</thead>
</table>
| technical characteristics | ▪ supported contactless smart card reading technology (13.56MHz iClass + 125 kHz EM4102 or other equal to this)
▪ Encrypted communication between reader and ID card using 64 bit differentiated key and possibility to protect data using DES and 3DES encryption
▪ Support for ISO15693, ISO14443B, ISO 7816 1-4, PCSC / CCID, CryptoAPI/MSCAPI, PKCS11, X.509
▪ Contact chip: Java® Card OS v2.2.2, Global Platform Specification 2.1.1, Crypto Co-Processor
▪ Number of 1024 bit digital certificate: minimum 21
▪ Number of 2048 bit digital certificate: minimum 15
▪ EEPROM storage: minimum 64Kbit
▪ EEPROM data retention: minimum 20 years
▪ Support for applications: Single Sign-On, Pre-Boot Authentication, VPN (SSL/IPSEC), Smart Card Management Utility

PCMCIA smart card readers

It is necessary to deliver 50 PCMCIA smart card readers with following characteristics:

<table>
<thead>
<tr>
<th>description</th>
<th>PCMCIA smart card reader with contact chip</th>
</tr>
</thead>
</table>
| technical characteristics | ▪ PCMCIA interface
▪ Supported standards: Smart Card Interface Standard ISO 7816 & EMV2 2000 Level 1
▪ Supported protocols: T=0, T=1, 2-wire: SLE 4432/42 (S=10), 3-wire: SLE 4418/28 (S=9), I2C (S=8)
▪ Supported card size: ID-1
▪ Data transfer speed: 420 kbps
▪ Frequency: 8 MHz
▪ Supported cards: 5V, 3V and 1.8V, ISO 7816 class A, B and C
▪ Integrated Smart Card detection of movement with automatic deactivation
▪ Automatic detection of Smart Card
▪ current and temperature protection
▪ support for API: PC/SC, CT-API, Synchronous-API, OCF drivers
▪ support for Windows operating systems
▪ durability: 30,000 card insertions
▪ meantime between failures: 500,000 hours
▪ certificates: Microsoft® WHQL, EMV2 2000 Level 1, ISO 7816, HBCI, CCID, GSA FIPS 201
**USB smart card readers**

It is necessary to deliver 50 USB smart card readers with following characteristics:

<table>
<thead>
<tr>
<th>description:</th>
<th>USB smart card reader with contact chip</th>
</tr>
</thead>
</table>
| technical characteristics: | - USB 2.0 CCID interface  
- Supported standards and protocols: ISO 7816 & EMV 2000 Level 1; T=0, T=1, 2-wire: SLE 4432/42 (S=10), 3-wire: SLE 4418/28 (S=9), I2C (S=8)  
- Supported card size: ID-1  
- Data transfer speed: 420 kbps  
- Frequency: 8 MHz  
- Supported cards: 5V, 3V and 1.8V, ISO 7816 class A, B and C  
- Integrated Smart Card detection of movement with automatic deactivation  
- Automatic detection of Smart Card  
- Current and temperature protection  
- Support for C4/C8  
- Support for API: PC/SC, CT-API, Synchronous-API, OCF, PC/SC drivers  
- Support for Windows operating systems  
- Durability: 100,000 card insertions  
- Meantime between failures: 500,000 hours  
- Certificates: Microsoft® WHQL, EMV 2000 Level 1, ISO 7816, HBCI, USB 2.0 (USB 1.1 compatible), CCIDI, GSA FIPS 201 |

**RFID Smart Card reader (TCP/IP-PoE-125KHz-or-13.56MHz)**

It is necessary to deliver 100 RFID contactless smart card readers with following characteristics:

<table>
<thead>
<tr>
<th>description:</th>
<th>RFID contactless Smart Card reader</th>
</tr>
</thead>
</table>
| technical characteristics: | - TCP/IP interface  
- Supported standards: ISO/IEC14443-A;ISO/IEC14443-B;ISO/IEC15693  
- Card support: cards requested under 'ID cards specification'  
- Reading distance: 3 – 15 cm  
- Working frequency: 13.56MHz or 125 kHz EM4102  
- Power interface: PoE |

**Implementation of PKI, CMS and IAM system for 450 users**

It is necessary to raise the PKI infrastructure on multiple levels in the Microsoft Active Directory environment. A smart card is intended for proving the right of access to logical resources. The card will be a device that can access the system through the card readers and be able to accomplish the following actions:

1. proof of identity (authentication) for access to logical resources
2. electronic digital signing of data
Also for CMS, it is necessary to implement CMS using Microsoft Forefront Identity Manager. CMS should be implemented as upgrade to PKI system with these functionalities:

- Complete and integrated solution for managing smart cards and certificates;
- Delegating the request and approval requirements;
- Authorization of users and the possibility of user control;
- Integration with Microsoft Active Directory environment;
- Integration with Microsoft CA server;
- Integration with Microsoft SQL 2005 and 2008 servers;
- Define the process working with smart cards and certificates (workflow);
- Controlling the life cycle of a smart card;

To achieve functional management of the lifecycle of digital user identities it is necessary to implement system for identity and access management (IAM) using the Microsoft Forefront Identity Manager (FIM) software. IAM solution will be used to achieve a more efficient and faster process of managing user accounts and privileges, and establishes a framework for the IT environment in line with federal regulations. The basic functionalities that should be implemented are:

- Installing and setting up Microsoft FIM components: FIM Service, FIM SharePoint Portal Service, FIM Synchronization Service, FIM SQL Database, FIM Identity Store
- Automated HR user feed - configuration and establishment of interconnection between HR application and FIM system
- Configure and establish a hierarchical structure of the FIM
- Configuration and establishment of facilities and functionality in FIM: users, security policies, groups, the synchronization parameters, user roles, processes, activities
- Workflow - development and establishment of multiple approval processes for automatic creation of users from HR systems in Microsoft FIM
- Provisioning the MS Active Directory - Managing user accounts and rights in the MS-AD
- Provisioning the e-mail system - account management and e-mail compartments
- Documentation
- Training and knowledge transfer