

REQUEST FOR QUOTATION (RFQ)

Procurement of Sophos XGS 3100 Firewall for High Availability (HA) Cluster

TABLE OF CONTENTS

Section	Description
A	Instructions to Bidders
B	Commercial Schedule – Price Sheets
C	Evaluation Criteria
D	Bid Submission Forms & Declarations
E	Annexes (MAL Format, Support Plan Guidelines, Technical Spec Reference)

SECTION A – INSTRUCTIONS TO BIDDERS

A.1 Introduction

The Department of Survey invites bids from authorized Sophos partners for the supply, delivery, installation, configuration, and commissioning of one (1) Sophos XGS 3100 firewall hardware unit to establish an Active-Passive High Availability (HA) cluster with our existing Sophos XGS 3100 firewall.

This is a hardware-only procurement. NO software license is required – the secondary unit will inherit the license from the primary unit as permitted by Sophos HA policy.

A.2 Key Requirements Summary

Item	Requirement
Brand	Sophos (mandatory)
Model	XGS 3100 – must match existing unit
Hardware Revision	Must match existing unit – bidder MUST inspect prior to bidding
Procurement Type	Hardware only – NO software license
Configuration	Active-Passive HA cluster with existing unit
Commencement Date	Warranty and support start from successful commissioning date

A.3 Mandatory Bidder Responsibilities

Ref	Responsibility
1	Inspect existing unit prior to bidding (hardware revision + interface config)
2	Supply brand new, factory-sealed OEM hardware
3	Ensure firmware parity – align versions before HA config if needed
4	Perform physical installation and configure HA clustering
5	Conduct failover testing and provide documented results
6	Link new device serial to existing Sophos Central account
7	Verify if Enhanced Plus support is required for secondary unit RMA coverage
8	Act as single point of contact for all HA-related matters

9	Maintain local spare stock in Sri Lanka for warranty period
---	---

A.4 Submission Requirements

Item	Requirement
Bid Validity	Minimum 90 days from deadline
Delivery Period	Maximum 4 weeks from contract award
Commissioning Timeline	To be proposed in bid
Price Schedule	Complete Section D in LKR (excl. VAT)
Technical Compliance	Complete checklist in Annex C (separate document)
MAL	Original Manufacturer Authorization Letter per Annex A
Declarations	Complete and sign all forms in Section D
Local Spare Stock	Signed declaration per D.5

Bids missing any mandatory requirement will be disqualified.

SECTION B – COMMERCIAL SCHEDULE – PRICE SHEETS

Lot 1 – Sophos XGS 3100 Firewall (HA Secondary Unit)

Item	Description	Qty	Unit Price (LKR)	Total (LKR)
1.1	Sophos XGS 3100 Hardware Unit (must match existing unit per Annex C)	1		
1.2	3-Year Hardware Warranty – Advanced RMA (Next Business Day), commencing from commissioning date	1		
1.3	Enhanced Plus Support Upgrade – ONLY if required (bidder to verify and include if needed)			
1.4	Optional: Redundant Power Supply (quote if available)			
1.5	Optional: Flexi Port Module (only if required to match existing config)			
1.6	Turnkey Installation, Configuration & Commissioning – includes: physical installation, HA config, firmware alignment, failover testing, Sophos Central linking, commissioning report, all required cabling. Any missing components for full HA functionality provided at no extra cost.	1		
TOTAL TURNKEY BID PRICE				

SECTION C – EVALUATION CRITERIA

C.1 Technical Evaluation – Mandatory Pass/Fail Criteria

Category	Criteria	Verification
Eligibility	Valid Business Registration (≥5 years)	BR copy
	Valid Sophos Partner Authorization	MAL (Annex A)
	VAT Registration (preferable)	VAT certificate
Experience	Minimum 3 firewall deployments in last 3 years	Reference letters
	Experience with Sophos HA configurations	Project references
	Two (2) Sophos-certified engineers assigned	Certificates + CVs
	Site inspection conducted prior to bidding	Signed D.6
Hardware	Meets all specifications per Annex C	Completed Annex C checklist
	Hardware revision matches existing unit	D.6 + MAL
HA & Integration	All responsibilities in A.3 accepted	Signed D.2
	Firmware parity commitment	Signed D.2
	Single point of contact commitment	Signed D.2
Support	3-Year Warranty with Advanced RMA included	Warranty letter / MAL
	Enhanced Plus verification completed	Signed D.3
	Local Spare Stock Declaration	Signed D.5
Bid Completeness	Bid Validity (≥90 days) stated	D.1
	Delivery Period (≤4 weeks) stated	D.1
	Commissioning timeline proposed	D.1
	Price Schedule fully completed	Section B
	All declarations signed and stamped	Section D
Soft copy of filled specs and this document must be emailed to address snrsspns@survey.gov.lk , and asstdirit@survey.gov.lk		

Failure to meet ANY criterion = automatic disqualification.

SECTION D – BID SUBMISSION FORMS & DECLARATIONS

D.1 Bid Submission

We submit our bid for Lot 1. We confirm:

- Bid Validity: _____ days
- Delivery: _____ weeks from contract award
- Commissioning Timeline: _____ working days from delivery
- All information is true and accurate.

Signed: _____

Name: _____ **Email:** _____ **Contact:** _____

Date: _____ **Seal:** _____

D.2 HA Integration Responsibility Declaration

I, _____, on behalf of _____, hereby declare and accept full responsibility for:

Responsibility	Accept (✓)
Hardware verification (revision + interface) inspected and matched	
Firmware parity – align versions before HA config if needed	
Physical installation and HA cluster configuration	
Comprehensive failover testing with documented results	
Link new serial to existing Sophos Central account	
Act as single point of contact for all HA-related matters	
Any missing component for full HA functionality provided at no extra cost	

We understand that failure to successfully integrate the HA cluster may result in contract remedies including performance penalties or replacement at our cost.

Signed: _____

Date: _____

Seal: _____

D.3 Enhanced Plus Support Verification Declaration

I, _____, on behalf of _____, declare that:

- We have verified whether the existing primary unit requires 'Enhanced Plus' upgrade for secondary unit Advanced RMA coverage.
- Required upgrade: ☐ YES – included in Item 1.3 / ☐ NO – not required

Signed: _____

Date: _____

Seal: _____

D.4 Firmware Compatibility Confirmation

I, _____, on behalf of _____, confirm:

- We have verified the current firmware version on the existing unit.
- The offered unit is compatible with this version.
- If firmware alignment is required, we accept responsibility as declared in D.2.

Signed: _____

Date: _____

Seal: _____

D.5 Local Spare Stock Declaration

(On bidder's letterhead)

I, _____, on behalf of _____, declare that:

We maintain local stock in Sri Lanka of one (1) complete spare Sophos XGS 3100 unit for the entire 3-year warranty period. In case of failure, we will deploy the spare immediately while RMA processing is underway.

We understand that failure to maintain this stock may result in contract penalties.

Signed: _____

Date: _____

Seal: _____

D.6 Hardware Inspection Confirmation

I, _____, on behalf of _____, confirm:

- Date of inspection: _____
- Hardware revision verified: _____
- Interface configuration (including Flexi modules) verified: ☐ YES
- Offered unit matches existing unit in all respects.

Signed: _____

Date: _____

Seal: _____

SECTION E – ANNEXES

Annex A: Manufacturer Authorization Letter (MAL) Format

(To be issued by Sophos on official letterhead)

[Sophos Letterhead]

Date: _____

To Whom It May Concern:

Subject: MAL for Tender No. SURVEY/FIREWALL/HA/2026-01

This certifies that [Bidder Name] is an authorized Sophos partner and is authorized to bid for this tender.

We confirm:

1. [Bidder Name] is in good standing as an authorized Sophos partner.
2. The quoted hardware (Sophos XGS 3100) is genuine, warranty-valid, and eligible for full support.
3. In Active-Passive HA configuration, the secondary unit inherits the license from the primary unit – no additional license required.
4. The 3-year warranty with Advanced RMA is valid from commissioning date.
5. Enhanced Plus upgrade, if required, is correctly identified.

Authorized Signatory: _____

Name: _____

Designation: _____

OEM Seal: _____

Annex B: Support Plan Guidelines

If a separate support plan is submitted, it must include:

Element	Requirement
Response Times	P1: 1 hour, 24x7 P2: 4 business hours P3: 1 business day
Contact Channels	Phone, email, portal
RMA Process	Next Business Day advance replacement
Firmware Updates	Included for warranty period

Annex C: Technical Specification Reference

The detailed technical specification is provided in the separate document: "Technical Specification – Sophos XGS 3100 HA Firewall Procurement"

Bidders MUST complete the compliance checklist in Annex C and attach it to their bid.