



**European Union Water Initiative Plus for the Eastern Partnership (EUWI+ 4 EaP)  
“Azerbaijan”  
Terms of References for local contractor**

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**21 November 2018**

**Terms of References for purchase of a web server within the MENR in Azerbaijan**

**1. Financing**

European Union (ENI/2016/372-403)

**2. Procedure**

Single tender Procedure according to EU PRAG

**3. Contracting Authority**

International Office for Water (IOW)

**4. Nature of contract**

Service contract

**5. Time period of implementation**

3 months after signature of the contract. Indicative timeframe: January 2019 – March 2019

**6. Contract amount**

Maximum amount: 10 000 EUR

## 7. Background information

The EUWI+East project addresses existing challenges in both development and implementation of efficient management of water resources. It specifically supports the Eastern Partnership<sup>1</sup> countries to move towards the approximation to EU acquis in the field of water management with a focus on trans-boundary river basin management as identified by the EU Water Framework Directive (WFD).

The overall objective of the project is to improve the management of water resources in the EaP countries.

The specific objective is to achieve convergence of national policies and strategies with the EU Water Framework Directive, Integrated Water Resource Management (IWRM) and relevant Multilateral Environmental Agreements (MEAs).

The EUWI+East project is divided into three result areas as follows:

- Result 1: Legal and regulatory frameworks improved in line with the WFD, IWRM and MEAs;
- Result 2: River Basins Management Plans designed and implemented in line with the WFD principles;
- Result 3: Lessons learnt regularly collected, shared and communicated to stakeholders.

This assignment will contribute, in relation with the result 2, to the “Output 2.3: Pilot River Basins Management Plans (RBMP)” and to the “Activity 2.3.6: Development and strengthening of national data management on water related issues & ensure compliance of data with SEIS principles for collection and sharing of data.”

In addition to the two parties, the SEIS project (Implementation of the Shared Environmental Information System principles and practices in the Eastern Partnership countries - ENI SEIS II East) will also share the benefit of this new equipment.

**This assignment concerns the purchase, installation and configuration of a Web Server to be hosted by the MENR.**

This server will be used by the MENR to manage tools, metadata and databases related to water sector, with integration of data produced by various national organizations.

Some of these tools and databases are currently hosted on a server managed by IOW, and will be transferred to this new server after its implementation within the MENR responsibility and when the architecture of the IT network structure will be sufficiently developed and resilient.

This architecture is designed to constitute the founding stone of the future State Water cadastre of Azerbaijan, and is built in order to enhance sharing of water related data between public sector organizations.

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<sup>1</sup> The Eastern Partnership (EaP) is a policy initiative launched at the Prague Summit in May 2009. It aims to deepen and strengthen relations between the European Union and its six Eastern neighbours: Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine.

## 8. Scope of works and deliverables

This single tender procedure is launched according to EU PRAG to cover the following components:

- Component 1: Server (hardware) acquisition
- Component 2: Software Windows server 2012 or 2016 acquisition
- Component 3: Server installation and connection to Internet
- Component 4: Server basic configuration, including virtual server configuration

Topic	Indicative cost estimate €
- C1 : Hardware	6500 to 7500
- C2 : Software (Windows server 2012 or 2016)	1000
- C3 : Server install/connection to Internet	1500 to 2500
- C4 : Server basic configuration, including virtual server configuration	

The cost estimate presented in the above table is only indicative. The only constraint related to cost is that the total cost including all VAT and all expenses should not be superior to 10000€.

The Service provider is expected to provide the equipment and to insure its installation and configuration in collaboration with MENR experts, respecting the specifications defined in the following chapter.

On its part, the MENR will:

- Facilitate and supervise the implementation/configuration of the server in its server room;
- Provide the software for antivirus and backup and support their configuration;
- Provide eventual specifications for configuration (as example in relation with the OS, or with its local network and firewall);
- Provide a certificate confirming good reception of the server and validation of the services provided for its configuration.

### 8.1 Specifications for the deliverables

#### Component 1: Hardware

The minimum specifications for the server are as follow:

- CPU : intel® Xeon® Processor E3-1270 v6, or equivalent;
- RAM: 16 to 64 GB;
- Hard disk 500 GB to 1TB,
  - o SSD if possible
  - o To be split equally in 2 logical volume (ex: C: with 500 GB; D: with 500 GB)
- Backup system required

### **Component 2 : Software**

Providing of 1 license of Windows server 2012 (or Windows server 2016).

### **Component 3: Service for installation**

Under the supervision of the MENR IT experts, the Service provider will

- Install the server within the server room of the MENR
- Connect the server to Internet;
- Installation of a ftp repository.

### **Component 4: Service for configuration of the server**

Under the supervision of the MENR IT experts, the Service provider will configure the server as follow:

- Create 2 logical volumes and split equally the available space (ex: C: with 500 GB; D: with 500 GB)
- Install and configure Windows server 2012 standard edition on the virtual server reserved to IOW;
- Create 2 virtual machine from which, including
  - o 1 virtual machine, here called VM1, to be configured under Windows server 2012 standard ed. (or 2016), which will be reserved to EUWI+ project activities
  - o The second virtual machine, here called VM2, to be configure following MENR specifications;

Note: here 2 options are envisaged, the choice will be done by the technical responsible of the server at the MENR level: M. Rufat Sabzaliyev (or his successor):

  - Option 1: Installing Windows server 2012 (or 2016) as main Operating system with declaration of 2 virtual machine under windows;
  - Option 2: Installing Linux as main Operating System with declaration of 2 virtual machines with VMware, from which VM1 under Windows server 2012 (or 2016).
- Install the software for Antivirus and backup system with configuration insuring daily back up a minima of all the VM1;
- Configure a ftp repository within VM1;
- Activation of RDP (Remote desktop protocol) to VM1 with sending of password to IOW for test, as well with login password for the FTP

## 9. Contract implementation modalities

The following steps are planned for the implementation of this contract:

- Tender published on EUWI+ project portal;
- Reception of offers by OIEau;
- A selection committee involving beneficiary and OIEau representatives check and select 1 offer if positive;
- A contract is signed between OIEau and the selected Service provider and provided to the MENR ;
- The Service provider will provides the equipment and insures its installation and configuration in collaboration with MENR experts
- IOW check the conformity and good functioning of the configuration
- The MENR provides a certificate of good reception of the server and validation of service provided for its configuration

## 10.Contact details

The National Project Representative for EUWI+EAST in Azerbaijan: Mr Rafig Verdiyev,  
[rafig.verdiyev@euwipluseast.eu](mailto:rafig.verdiyev@euwipluseast.eu)

The responsible thematic leader for Data management:

Paul HAENER, International Office for Water, [p.haener@oieau.fr](mailto:p.haener@oieau.fr)

The project manager EUWI+East for International Office for Water:

Pierre HENRY de VILLENEUVE, [p.henry-de-villeneuve@oieau.fr](mailto:p.henry-de-villeneuve@oieau.fr)

## 10. Participation to the tender

Interested parties (individual and legal persons) are invited to inquire the full tender dossier containing instructions and further information about the tender procedure from Ilke CICEKOGLU ([i.cicekoglu@oieau.fr](mailto:i.cicekoglu@oieau.fr)), Project Assistant, and International Office for Water (IOW) and Paul HAENER ([p.haener@oieau.fr](mailto:p.haener@oieau.fr)), responsible thematic leader for Data management (IOW).

Deadline for submission of the technical and financial offer at IOW premise is 14<sup>th</sup> December 2018, 17:00 (CET)