

PAKISTAN REINSURANCE COMPANY LIMITED  
DATA PROCESSING DEPARTMENT  
**Minutes of Pre-Bid Meeting held on February 6, 2020**

The Pre Bid meeting regarding Tender for Procurement Migration Deployment of Licensed Email Software was held today at 11:00 Am in Board room at 14<sup>th</sup> Floor. The General Manager (Admin /Procurement) presided the meeting.

The Following Participated in the meeting.

Name of Participants	Designation	Company/Vendor Name
Ms. Rana Munir	General Manager (Admin/BP/Procurement)	PAKRE
Mr. Aron	Manager (Audit)	PAKRE
Mr. Tameez uddin	Manager (Admin)	PAKRE
Mr. Zohaib Hassan	Manager (DPD)	PAKRE
Mr. Mohammad Sajid Farooq	Officer (DPD)	PAKRE
Syed Kamran Ahmed	Manager (Sales)	Systems Ltd
Mr. Faisal	-	Systems Ltd
Mr. Ayaz Khan	-	ScapTox

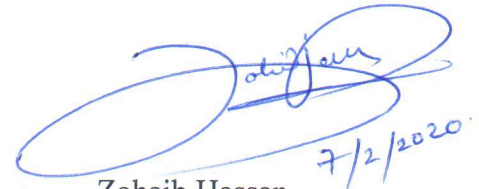
The Manager (DPD) explained that the purpose of meeting is to discuss any issue/query in the specification, scope of work and terms/conditions mentioned in the Tender Document.

The Vendor/Co Representative's put forward the following queries:

SN O	Co/Vendor	Query	PRCL Reply
1	Systems –Ltd	Is PRCL running any Microsoft tenant?	No, PRCL is not running any Microsoft service except acquired Windows and Office licenses.
2	Systems –Ltd	What is current usage/mail box data size (for migration)?	Approx 500 GB, individual user inbox size details will be provided after the award of contract.
3	Systems –Ltd	Does any External MX record exists?	YES PRCL MX record exists and is maintained by PRCL's hosting provider. Details of which will be provided.
4	Systems –Ltd	Migration requirements by PRCL	The migration activity needs to be completed within 30 days after award of tender. Cloud to Cloud migrations are preferred. IBM wiki for migration <a href="https://www.ibm.com/products/hcl-divestiture">https://www.ibm.com/products/hcl-divestiture</a>
5	Systems –Ltd	What is PRCL's current internet bandwidth?	PRCL's current internet bandwidth is 4MB CIR (Fibre) on dual links.
6	Systems-Ltd	No. of Subdomains of PRCL in operation?	There is only one domain in operation i.e. pakre.org.pk. Sub domains are not required.

7	Systems –Ltd	Similar Project details	Vendor should have experience of migration to cloud platforms.
8	ScapTox	Sales Turnover does not imply Technical capability as well as purchase orders and certificates of satisfaction are better indicators	The conditions of the tender document to be complied with.

The meeting ended with vote of thanks to chair.



Zohaib Hassan  
Manager -DPD  
7/2/2020