



بسم الله الرحمن الرحيم

هيئة الاتصالات الخاصة

إعلان طرح عطاء



شراء نظام التراسل البريدي لهيئة الاتصالات الخاصة.

تعلن هيئة الاتصالات الخاصة في القيادة العامة للقوات المسلحة الاردنية - الجيش العربي/شعبة التزويد عن طرح عطاء رقم هـ أ خ/ت/٢٩/٢٣/٢٠٢٣ شراء نظام التراسل البريدي لهيئة الاتصالات الخاصة على المتعهدين الراغبين بالاشتراك بهذا العطاء مراجعة هيئة الاتصالات الخاصة/ شعبة التزويد لشراء نسخة من دعوة العطاء مقابل دفع مبلغ (٥٠) دينار غير مستردة مصطحبين معهم رخصة المهن والسجل التجاري ساري المفعول وصورة عنهما وكتاب تفويض من الشركة لمدوبها.

١. يتم بيع نسخة دعوة العطاء يومياً من الساعة (٠٩٠٠) التاسعة صباحاً يوم الثلاثاء الموافق ٢٠٢٤/١/٢ ويستمر بيع دعوة العطاء لغاية (١٤٠٠) الثانية ظهراً من يوم الاثنين الموافق ٢٠٢٤/١/٢٢ (باستثناء أيام العطل الرسمية).

٢. تعاد المناقصات بواسطة الظرف المختوم (عرض فني ومالي منفصلين) قبل الساعة (١٤٠٠) الثانية ظهراً من يوم الثلاثاء الموافق (٢٠٢٤/١/٢٣) ومرفق بها تأمين مالي مصدق بقيمة (٣%) من القيمة الاجمالية المعروضة (حسب أعلى سعر معروض) وكل مناقصة غير مرفق بها التأمين المالي او قيمة التأمين المالي أقل من المطلوب تهمل ولا ينظر بها وكل مناقصة ترد متأخرة عن موعد الاغلاق أعلاه ترفض ولن يتم استلامها.

٣. عنوان هيئة الاتصالات الخاصة:

تلفون: (٥٠٥٩١١٥)

فاكس: (٥٠٥٠١٠٤)

<https:// Scc.jaf.mil.jo/>

E-mail: supply1@scc.org.jo

Correspondence & Workflow Management Solution

Introduction:

Special Communications Commission (SCC) intends to purchase a Comprehensive Solution for managing internal Correspondence & Workflow. The bidder will be responsible for delivery of all hardware, software and services requested.

The solution shall be replacing the manual daily manipulating of the correspondence, which will provide simplicity and ease of searching and retrieving of the correspondences.

Requirements:

Below is the list of features and capabilities that should be provided by the proposed Solution:

1. The bidder should own ready-made (Correspondence & Workflow Management Solution) product which already developed and tested with minimum two completed references, any bidder will not provide evidence for owning ready-made product will be disqualified.
2. Below features are the minimum accepted features. Equivalent or higher features are accepted as well, and if the bidder adhere to those features and capabilities shall introduce a demonstration for his solution.
3. The solution offered by the bidder shall adhere to the following principles (Bidder shall explain how he will comply with the following principles)

NO.	Description
Functional Requirements	
3.1	The solution must be fully bilingual (Arabic / English) for the entire end - user interface, including tree views, toolbars, menus, and system messages
3.2	The solution shall support transaction movements to be tracked, and to control the editing process with keeping track for the all changes that take place to be reviewed at any time
3.3	The solution shall provide detailed statements and reports, including documents issued and received, reports of unfinished transactions, and reports related to circulars and memo
3.4	The solution shall provide comprehensive documentation and details about each document, making it easy for you to organize and retrieve information efficiently
3.5	The solution shall provide ability to search for all types of data and for quick access to correspondences and files
3.6	The solution shall have the ability to integrate with active directory
3.7	End users can add explanations and notes to correspondences, with the ability printing them
3.8	The solution shall be provided minimum 100 users with a concurrency of 50 users

NO.	Description
3.9	The solution should be scalable to include more users when required by the SCC
3.10	- The proposed solution should have capability to create and modify workflows. - The solution shall have ability to create vacation workflow for employees and 10 workflow processes at least, for example maintenance request ..etc
3.11	The workflow solution should have multilevel (minimum two levels) approval mechanism
3.12	Ability to add attachment in appropriate ways and using standard templates which can be edited easily and friendly to the end user
3.13	The proposed solution shall be robust system with minimum administration tasks
3.14	The solution shall support electronic signature
3.15	The solution shall provide permissions to end users
3.16	The solution shall be able to do full functionality (Entry, retrieve, administration) from any PC
3.17	The solution shall Provide Auto-Complete and auto indexing functions
3.18	The solution should have separate interfaces for the administrators and the end users
3.19	The user interface shall be compatible with different browsers (google chrome, Firefox, Microsoft edge)
3.20	The solution shall support mandatory, optional and unique fields
3.21	All user defined index fields must be searchable
3.22	The performance of the solution should be highly response in login and any specific process
3.23	All security features to be applied on user and/ or group
3.24	The solution shall support multiple levels of access rights (Delete, Edit, View, Print ...etc)
3.25	The bidder is responsible to handle any security vulnerabilities in any time during warranty and maintenance period, and SCC reserves the right to test the solution by third-party
3.26	The solution shall provide statistics for users or group for example Productivity reports, follow up reports... etc
3.27	The solution shall provide notifications for any new correspondence to the end users
3.28	All the requested documents, manuals, troubleshooting guides and catalogues shall be provided
3.29	The bidder shall have a qualified local technical staff capable for configuration/installation of the whole system and support SCC team during warranty and maintenance period
3.30	The solution must be fully On-Premise based and must be deployed, installed, and supported at the SCC
Systems Integration	
3.31	End users can be connected to the system using Active Directory in the local network
3.32	The solution shall be compatible with different operating system of end users (W7, W10, W11)

NO.	Description
Scanning	
3.33	The solution shall include the ability to scan documents, and add indexing to the data, noting...etc.
3.34	The solution shall support a wide range of scanners. Include a compatibility list for the scanner
3.35	The solution shall support black and white, grey scale, and colored images having any dimensions
3.36	The solution shall Scan documents throw the system directly by scanners without third-party software
Software & licenses version	
3.37	All software licenses are required to be the latest versions by the respective bidder for all products to support the requirements
Hardware	
3.38	The bidder is required to offer all the hardware required to deliver its solution
3.39	The solution shall be designed in High Availability Mode with no single point of failure. Application & Database servers shall be configured in HA (Active-Active) Mode in separate physical servers to enable redundancy
3.40	The proposed solution shall support storing Data on RAID storage, NAS and SAN storage or any Storage solution
3.41	The bidder shall do all implementation needs and deliver its solution in SCC environments
Warranty	
3.42	Warranty period shall be 24 months from the final acceptance of the whole system
3.43	Warranty shall cover hardware and software
3.44	All software updates during warranty period shall be provided to SCC free of charge
Training	
3.45	Local training course: - (2) working days for Administration (4 persons) - (2) working days for End users (8 persons)

4. The bidder shall make point- by- point compliance sheet to all items of the present requirements, any missed, not clear or blank answer shall be considered non-compliant.