REQUEST FOR INFORMATION (RFI)

Subject: SharePoint 2019 Environment Review

Date of this RFI: 19 June 2020

Closing date of this RFI: 3 July 2020

Reference Number: ICC EOI128048

Address RFI for the attention of: ICC Procurement

E-mail address: Tender.2@icc-cpi.int

It is anticipated that the International Criminal Court (hereafter referred to as the ICC) located in The Hague, The Netherlands, will shortly be issuing a solicitation for the provision of **SharePoint 2019 Environment Review**. In this connection, the ICC is requesting expressions of interest from qualified firms.

**Brief Scope of Work**

The purpose of this Request for Proposal (RFP) is to select a vendor to perform a review of the Court’s SharePoint 2019 Environment including configuration as compared to best practice set up.

The Court seeks to form a partnership with an established vendor that has extensive experience in supporting and implementing SharePoint 2019 On Premise as well as modern SharePoint Online environments. Responding vendors need to demonstrate the ability to provide the services to meet the requirements outlined in this document.

The objective of this project is to review the current setup of the ICC’s SharePoint (SP) 2019 production environment, produce a recommendation paper for optimisation of the SP2019 setup and discuss the recommendations with the ICC stakeholders. Specifically, the areas to be reviewed are:

1. Settings and configuration of SharePoint 2019 to optimise performance for 1500 users (ICC uses co-authoring functionality)
2. Best practice application controls setup
3. Best practice security and audit setup
4. Advise on settings and configuration for Records Management functionality
5. Advise on settings and configuration to replace existing third party tools
6. Settings and configuration needed for future-proofing integration with MS365 products, specifically SP Online
7. Advise on optimal settings and configuration for branding and web applications
8. Advise on best practices for Hybrid SharePoint mode (Modern and Classic)
9. Review and recommend best practice configuration of SharePoint back-up, restore and disaster recovery
10. Advise on storage size planning with special consideration on in-place archiving of documents. We understand this is possible with Records Management settings
11. Recommendations for stabilisation of farm that are in baseline with Microsoft best practices.

In summary, the objective of this project is to come up with recommendations for ICC to be able to use the SP2019 environment optimally as a content management system, as well as to future-proof the system as much as possible to be ready to move to cloud solutions.

The detailed scope of work will be given under the Request for Proposal document that will be sent to the firms who reacted to this EOI.

Interested firms/organizations should forward their Expression of Interest by e-mail to Tender.2@icc-cpi.int

Please use this attached form (Page 3).

Interested firms/organizations registered with the UN Global Marketplace, please indicate your vendor registration number.

Please be advised that this Request for EOI does not constitute a solicitation. It should also be noted that the ICC reserves the right to change or cancel this requirement at any time.

**NOTE: Please do not send any offers or price quotations as a response to this Request for EOI.**

**EXPRESSION OF INTEREST**

**ICC128048**

Subject: SharePoint 2019 Environment Review

1. Company information:
2. Company’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Company Address (address responding to this EOI): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Company contact person’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

f) UNGM Vendor Registration No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_