



Digital Transformation
Management
إدارة التحوّل
الرقمي

Attention:	To whom it may concern
Date:	18/May/2026
From:	Digital Transformation Management
Our Reference	DTM-T-013-2026

Tender No: DTM-T-013-2026

Tender Title: SJC Inheritance System (Phase Two) and Marriage Officiants Management System

Dear Sir,

Digital Transformation Management (DTM) invites 'Bidder' to bid for the Services in accordance with the terms and conditions set down in the Tender Documents. If you are a successful Bidder, you shall be required to enter into a Contract in accordance with the Form of Agreement.

The Tender Documents shall comprise the following Sections:

- T1** Invitation to Bid
- T2** Instructions to Bidders
- T3** Data to be provided by Bidders.
- C1** Form of Agreement
- C2** HSE Requirements **Not Applicable**
- C3** Conditions of Contract
- C4** Scope of Work
- C5** Schedule of Prices
- C6** ICV Content

Only section T1 is provided; the other documents will be issued to interested Bidders that pay the Tender fee. In the preparation and submission of the Tender, Bidder shall comply with the Tender Documents. DTM reserves the right to disqualify the Bidder if any of the requirements included in the Tender Documents are not met.

Yours faithfully,

For Digital Transformation Management



DTM-T-013-2026

**SJC Inheritance System (Phase Two) and
Marriage Officiants Management System**

T1 Invitation to Bid

Contents

1. Terms of Tender and Tender Overview	4
1.1 Terms of Tender	4
1.2 About ITHCa Group & DTM	4
1.3 Description of the Service	4
1.4 Minimum Technical Requirements to Participate in Tender	Error! Bookmark not defined.
1.5 Requirements to Collect Tender	5
2. DTM Group Contact Point	6
3. Tender Collection	6
4. Bid Bond	6
5. Outline Tender Process and Submission of Bid	6
6. Contract Award	8
7. Appendix 1: Bidder Details for This Tender	9
8. Appendix 2: Confidentiality Declaration	11
8.1 Definitions	11
8.2 Confidentiality	11
8.3 Copyright	12
8.4 Return of Confidential Record	12
8.5 Third Parties	12
8.6 Validity	12

1. Terms of Tender and Tender Overview

1.1. Terms of Tender

1.1.1. The terms and conditions applicable to this Tender Process are detailed in Sections T1, T2, and T3. C1 to C6 may only be available with the complete Tender Document following payment of the Tender Fee.

1.2. About ITHCA Group & DTM

1.2.1. The Government of Oman recognizes the vital importance of development of ICT sector. With the purpose of stimulation of national development, modernization, and globalization of the economy, and creating the conditions for the fullest participation by all sections of the population, several initiatives have been undertaken. In this context, DTM Group has been formed under the Oman Investment Authority (“OIA”) and endorsed by the Ministry of Transport, Communications, and Information Technology (“MTCIT”).

1.2.2. As the ICT investments arm of the Oman Investment Authority (“OIA”), the DTM Group (“DTM”) has a mandate to develop the ICT sector with the goal of contributing to Oman’s economic diversification strategy, Oman Vision 2040. DTM plays a primarily strategic role in driving Oman’s ICT sector. As such, DTM highlights gaps in the ICT sector and seeks to contribute to closing these gaps via direct investments, partnerships, project development and spinoff, etc.

1.2.3. Having in mind the above stated, importance of developing a strong brand that will adequately represent the Group nationally and internationally is of high importance. For that reason, DTM is seeking a reputable technology provider for the design, implementation, operation, maintenance and support of an Online Auction Platform.

1.3. Description of the Service

1.3.1. SJC Inheritance System Phase 2

The scope covers the design, development, implementation, integration, and support of the Electronic Inheritance System for the Supreme Judiciary Council (SJC).

1.3.2. SJC Marriage Officials Management System

The scope covers the design, development, implementation, integration, and support of a comprehensive system for managing authorized marriage officials and marriage contract services for the Supreme Judiciary Council (SJC).

1.4. Evaluation Criteria

1.4.1. Stage 1: Go/No-Go Criteria:

Sr.	Evaluation Criteria
01.	The bidder should have been operating for the last 3 years in Oman or 5 years in outside Oman as on the date of publishing of RFP. Additionally, the bidder must be legally registered in Oman or have an Omani-registered consortium partner.
02.	The Bidder must have previously worked on at least one project related to the judicial sector.
03.	Bidder to confirm that the end-to-end solution offered by the bidder must include Arabic and English language support.
04.	Bidder must confirm the use of automated tools for technical change management.

- The bidder must pass all the above criteria to pass to the next evaluation stage.
- The Bidder must provide sufficient evidence to satisfy the evaluation of the above criteria.

1.4.2. Stage 2: Technical Criteria (70%)

Technical criteria	Weight
Bidder's Profile	5%
Bidder's project experience in similar projects	10%
Project Implementation Methodology	10%
Compliance to the Scope of Work and the Solution Fitment Evaluation	25%
Proposed Project Team	10%
Technical Demo / Presentation and Q&A	20%
In Country Value (ICV)	20%
Total	100%
Threshold	70%

- Bidders who only pass the Go/No-Go criteria will be qualified to the stage 2 evaluation criteria
- Bidders who score a minimum score of 70% of total marks in technical evaluation will be considered for opening of their Commercial Bid
- Bidders who score less than 70% will be disqualified

1.4.3. Stage 3: Commercial Evaluation (30%):

Only the bidder who passed the threshold of technical evaluation will be considered on the commercial evaluation. The following action will be taken:

- The commercial proposal will be opened.
- Completeness and compliance with the offer will be checked.
- All the bids will be evaluated economically.

1.5. Requirements to Collect Tender

1.5.1. **Bidder Detail Sheet:** To correctly identify the Bidder and the Bidder's point of contact for this Tender Process, Appendix 1 of this document (T1 Invitation to Tender) shall be completed by the Bidder and submitted through [ITHCA platform](#):

1.5.2. **Tender Fee:** The Tender Fee for this Tender is **OMR 100**. The Bidder can make the payment of the Tender Fee by Bank transfer to the following DTM account, which the transfer receipt must be presented to collect the Tender Documents:

Digital Transformation Management

Bank: Ahli Bank

Branch: Corporate Branch

Account: 5101109093001

1.5.3 **SME Riyadh Card Holders:** SME holding Riyadh Card are exempted from the payment of tender fees and submitting tender bond

1.5.3. **Confidentiality Declaration:** Prior to collection of the Tender Documents the Bidder shall sign the Confidentiality Declaration Appendix 2 of this document (T1 Invitation to Tender). The Confidentiality Declaration must be completed, signed by an authorized person, stamped with the Bidders company stamp, and be presented, by hand or scanned and forwarded via email, to the DTM Contracting Section before the Tender Documents can be released to the Bidder.

2. DTM Group Contact Point

2.1. All communication with DTM shall be through Clarification Requests, in writing and addressed to tender@ithca.om or through [ITHCA platform](#).

2.2. No Clarification Requests shall be entertained through email or after the Clarification Request Closing Date included in the table in Article 6.11 below.

3. Tender Collection

3.1. Collection of Tender Documents

3.1.1. Once the Bidder Details Sheet, Confidentiality Declaration and confirmation of payment of Tender Fee requested in Article 1.5 above have been received via ITHCA tenders' email, Bidder will receive a unique link granting access to ITHCA portal to view the full tender document.

4. Bid Bond

4.1. To ensure conformance of the Tender, the DTM requires the Bidder to issue a Bid Bond in the exact format detailed in Appendix 3 of Section T3 (Data to be provided by the Bidder) . The value of this Bid Bond shall be indicated in Section T3 (Data to be provided by the Bidder). The Bid Bond shall be forwarded to DTM as a separate envelop along the tender proposal and shall be submitted along the commercial proposal submission. The Bid Bond shall be enforced in the event that Bidder fails to submit and substantiate a conforming bid or has failed to accept the award of the contract.

5. Outline Tender Process and Submission of Bid

5.1. The Bid is to be submitted through [ITHCA platform](#): one comprising a Technical Proposal and one containing the Commercial Proposal.

5.2. The Technical Proposal shall contain all the required documents requested in the Tender Documents excluding any submission of a financial nature. All submissions of a financial nature shall be included in the Commercial Proposal. Bidders who fail to adhere to this clause will result in the rejection of their Bid.

5.3. The Technical Proposal shall be all comprised in one file and marked as "Technical Proposal".

5.4. The technical proposal shall be structured as per instructions found in Appendix 1 of Section T3 in the tender documents.

5.5. The Commercial Proposal shall be all comprised in one file and marked as "Commercial Proposal".

- 5.6. The commercial form of tender found in Appendix 2 of Section T3 is to be submitted as a hardcopy along with the flash drive and it shall be stamped and signed.
- 5.7. The Technical Proposal and Commercial Proposal shall be submitted on the date and time specified in this document (Section T1 Invitation to Tender) and addressed and delivered in accordance with T3.
- 5.8. The commercial form of tender found in Appendix 2 of Section T3 is to be submitted as a hardcopy along with the flash drive.
- 5.9. The Bid Bond of a value of 1% of the bidder commercial offer shall be submitted separately in a separate sealed envelope and marked as the “Bid Bond” along with the tender number.
- 5.10. The opening of the Technical Bid and Commercial Bid is the discretion of DTM

5.11. The proposed Tender Process schedule is:

Activity	Date
Issue of T1 Invitation to Tender - Tender available for collection	31st May 2026
Last day to collection of tender documents	04th June 2026
Clarification Request Closing Date	09th June 2026
Technical & Commercial Bid Submission Date	14th June 2026

5.12. Bids to be submitted by 2.00 PM or before Bid Submission Date.

6. Contract Award

6.1. In the event that DTM considers Bidder to be commercially a potentially successful competitor for the award of the Contract, DTM may subject Bidder to a further technical and financial evaluation. Only when a Bidder satisfies DTM technical, financial and commercial requirements the Contract will be awarded.

Appendix 1: Bidder Details for This Tender

Contract / Tender Number	DTM-T-013-2026
Contract / Tender title	SJC Inheritance System (Phase Two) and Marriage Officials Management System
Full name of Bidder	
Postal Address	
City	
Country	
Website	
Office main telephone number	
Country of Registration	
Status in Oman	Agent / locally registered branch office / Omani LLC / foreign company
Ownership details (Percentages and names, indicate where Omani)	-XX% - -XX% - -XX% -

Name of company and address to be awarded the contract (if different from details above)

Full name	
Registered Office	
City	
Country	
Office main telephone number	
Country of Registration	
Status in Oman	Agent / locally registered branch office / Omani LLC / foreign company
Ownership details (Percentages and names, indicate where Omani)	-XX% - -XX% - -XX% -

Bidder's representative to which all Tender correspondence shall be addressed.

Name of Person	
Telephone number	
GSM number	
e-mail address	

Bidder's agent in Oman (if applicable)

Omani Agent Name	
Postal Address	
Telephone number	
GSM number	
e-mail address	

Our Omani agent is permitted to pick up the Tender Documents on our behalf	Yes No, we will pick up the documents ourselves. No, please send the documents to my foreign address stated above.
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Tender Fees paid and receipt attached. (Yes/No)

Tender documents received by:

Signature:

Resident Card / ID No:

Appendix 2: Confidentiality Declaration

The undersigned Having its principal office..... (The 'Bidder') hereby declares Digital Transformation Management ('DTM') to accept the following terms and conditions on which the Company is prepared to communicate to the Bidder certain Confidential Information pertaining to the Work under the above-mentioned Tender as hereinafter defined.

Definitions

Confidential Information: shall mean all knowledge, data or information acquired by Bidder from, or disclosed to Bidder by DTM, or on behalf of DTM, in connection with the Tender Documents, Clarifications and the Tender Process in writing, drawings, magnetic tapes, computer programs or in any other way, as well as all knowledge, data or information derived there from, to the extent that such knowledge, data or information at the time of such acquisition or disclosure is not either already in the unrestricted possession of Bidder or part of public knowledge or literature.

Confidential Record: Shall mean all Tender Documents, Clarifications and any other material containing Confidential Information.

Third Party: Shall mean any party other than DTM or Bidder.

Confidentiality

Bidder shall preserve and cause its employees to preserve the confidentiality of any Confidential Information.

Bidder shall not for any purpose other than the preparation and submission of a Bid

- disclose to any Third Party or enable any Third Party to note the fact that Bidder has been invited to submit a Bid and/or, if applicable, the fact that the Contract is awarded to Bidder.
- reproduce, copy or use, or disclose to, place at the disposal of or use on behalf of any Third Party or enable any Third Party to read, copy or use, any Confidential Information; except with the prior written consent of DTM.

The undertakings above shall continue insofar and for so long as the Confidential Information or Confidential Record in question has not:

- a) become part of the public knowledge of literature otherwise than through any act or default on the part of Bidder; or

- b) been disclosed to Bidder under an obligation to maintain secrecy by a Third Party (other than one disclosing on behalf of DTM) who could lawfully do so and who did not derive such Confidential Information or Confidential Record from DTM.

Copyright

The copyright in any Confidential Record shall, in the absence of any express provision to the contrary thereon, be vested in DTM. Copyright in any record containing geological or geophysical data acquired or generated by Bidder in connection with the Contract shall be vested in DTM.

Return of Confidential Record

If Bidder declines to submit a Bid or is notified that its Bid is unsuccessful, upon written notification thereof by DTM, Bidder shall destroy electronic copies and return all hard copy Tender Documents including Addenda and Clarifications to DTM.

Third Parties

Bidder shall ensure that if under the terms of this confidentiality agreement any of the Confidential Information comes to the knowledge and/or in the possession of any Third Party, Bidder shall require from such Third Party that it shall abide by stipulations equivalent to those contained in this confidentiality agreement.

Validity

This Confidentiality Declaration shall be valid for a period of 5 (five) years from the date signed by the Bidder.

Agreed and accepted this.

..... Day of..... 2026

And signed by a duly authorized person on behalf of the Bidder

(Signature)

Name: _____

Position: _____

For: _____