AITI
Authority for
Infocommunications
Technology
Industry of Brunei Darussalam

Request for Quotation
Deployment of Email Exchange Online for AITI

Reference:	AITI/8/2/Email Exchange Online 02.26
Opening Date:	Wednesday, 18 February 2026
Closing Date and Time[1]:	Monday, 2 March 2026 at 1.30 PM
Email:	**procurement@aiti.gov.bn**
Information Day:	N/A
Document Fee (non-refundable):	BND5.00

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[1] Please adhere strictly to the Closing Date and Time and ensure that Proposal are submitted before 1.30 PM.

EXECUTIVE SUMMARY

This executive summary contains the high-level scope of work involved in the project.

1. AITI is seeking a Vendor to deploy and migrate AITI's existing on-premises email services to a secure, scalable online email platform to enhance reliability, accessibility, and operational efficiency.

2. The objectives are to:

   2.1. Deploy a secure and reliable online email service to replace the existing on-premises email infrastructure;

   2.2. Migrate all email data, mailboxes, and configurations from the on-premises environment to the online platform while ensuring data integrity and security;

   2.3. Improve email service availability, scalability, and resilience, including enhanced disaster recovery capabilities;

   2.4. Enhance email security through built-in cloud security features, compliance controls, and regular platform updates;

   2.5. Enable seamless access to email services for users from any location and device, supporting modern and remote work practices;

   2.6. Integrate the online email service with collaboration and productivity tools to improve user efficiency;

   2.7. Ensure minimal disruption to business operations through careful planning, phased migration, and effective change management; and

   2.8. Provide user communication, training, and support to ensure a smooth transition.

3. The high-level scope of work involves:

   3.1. Provision of Microsoft 365 and Exchange Online Licence;

   3.2. Migration of Email System from On-Premise to Online;

   3.3. Deployment and Configuration of Microsoft 365 Core Services and Security;

   3.4. Training;

   3.5. Decommission of Old Email System;

   3.6. Option to Refresh and Upgrade of Active Directory and related systems and services, if required and applicable;

   3.7. Acceptance Tests;

   3.8. Provision of Warranty;

   3.9. Provision of Maintenance and Support Services; and

   3.10. General Requirements.