



---

## EXPRESSION OF INTEREST

---

### BNNIC REGISTRAR

Reference: BNNIC/REGISTRAR

Date: 13/06/2017

Block B14 Simpang 32-5, Kg Anggerek Desa, Jalan Berakas, Bandar Seri Begawan BB3713, Brunei  
Darussalam

Tel: +673 232 3232

Fax: +673 238 2447

Email: [info@bnnic.bn](mailto:info@bnnic.bn)

Website: [www.bnnic.bn](http://www.bnnic.bn)



## CONTENTS

INTRODUCTIONS.....	3
SECTION 1   INSTRUCTION SHEET.....	4
SECTION 2   ELIGIBILITY CRITERIA.....	6
SECTION 3   SUBMISSION REQUIREMENTS.....	8

## INTRODUCTIONS

1. The Brunei Darussalam Network Information Center (BNNIC) is a private limited company appointed as the national registry responsible for authorising the registration, administration and management of domain names ending with the '.bn' Country Code Top Level Domain (ccTLD).
2. BNNIC implemented the Registry-Registrar System (figure 1) to encourage competition through multiple registrars. These registrars provide registration services for the domain name holders to register and maintain their domain names with the registry maintained by BNNIC. There are currently two (2) BNNIC accredited Registrars, namely DST Network Sdn Bhd (DST), and Telekom Brunei Berhad (TelBru).

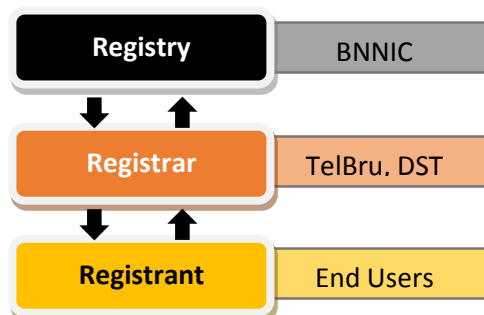


Figure 1: Registry-Registrar Model

3. Registrars accredited by BNNIC are authorised to provide domain names registration under the '.bn' ccTLD in 'com.bn', 'org.bn', 'net.bn' and 'edu.bn', and they are required to adhere to BNNIC's policies in the registration of '.bn' domain names.
4. BNNIC has developed a standard application interface based on XML (Extensible Provisioning Protocol) or other language BNNIC may designate to enable registrars to perform registrations, modifications, registrant transfers, registrar transfers and topping up of accounts held with BNNIC Webpanel. In addition, BNNIC is equipped with a BNNIC registry system to facilitate integration of registrar software with the Extensible Provisioning Protocol (EPP) Service. The API is available in Java and Perl language.
5. BNNIC invites interested parties to submit their Expression of Interest (EOI) to become a BNNIC Accredited Registrar for the purposes of registration and other operations of the '.bn' ccTLD, as well as for providing access for the Registrants to register domain names online.
6. This EOI will open for submission from 13<sup>th</sup> June 2017 to 12<sup>th</sup> July 2017.

## SECTION 1 | INSTRUCTION SHEET

1. Interested parties who intend to participate in this EOI should note that:
  - (a) BNNIC may issue a formal request for accreditation at a later stage.
  - (b) BNNIC shall not be responsible for the preparation of the submission to this EOI.
  - (c) In the event this EOI is made available in electronic form, interested parties must note that when reading or uploading such copies of this EOI (or part thereof) are doing so at their own risk and are accepting the entire risk of virus transmission.
  - (d) BNNIC reserves the right to cancel this EOI or any subsequent follow up activities as it deems necessary and appropriate in the circumstances.
  - (e) All submissions must comply with the terms and conditions, requirements and specifications contained in this EOI. Failure to do so will render the submission invalid.
  - (f) The submission shall be written in the English language.
2. Submissions should be in the format detailed in **Section 3**.
3. Interested party is advised to study this EOI very carefully before submitting their proposal. The onus is on the Party to ensure that a complete proposal is submitted.
4. This EOI document constitutes confidential and proprietary information of BNNIC and shall not, except with BNNIC's prior written consent, be disclosed in whole or in part to any third party, or to any employees of the interested party, other than those who have a need to know such information for the purpose of responding to this EOI, and shall not be duplicated or used by the interested party for any other purpose than to evaluate and participate in this EOI.
5. Trade secrets or proprietary information submitted by in connection with this EOI solicitation shall not be subject to disclosure; however, the interested party must invoke the protections of their proprietary information prior to or upon submission of the data or other materials, and must clearly identify the data or other materials to be protected and state the reasons why protection is necessary.
6. Enquiries or clarifications relating to this EOI may be submitted by hand, post, fax and/or email:

To : General Manager, BNNIC

Address : Block B14, Simpang 32-5  
Kampung Anggerek Desa, Jalan Berakas  
Bandar Seri Begawan, BB3713  
Negara Brunei Darussalam

Tel : +673 232 3232



Fax : +673 238 2446  
Email : [info@bnnic.bn](mailto:info@bnnic.bn)

7. This document is not to be construed as a legal document, and does not constitute an offer by BNNIC and has no legal effect whatsoever.

[END OF SECTION 1]

## SECTION 2 | ELIGIBILITY CRITERIA

1. Registrar Minimum Accreditation Requirements:
  - (a) Registrar must have the technical ability and all necessary hardware and software to accommodate all of the requirements for its functioning as a registrar including, but not limited to:
    - i. processing of registration applications, modification, transfer, deletion, renewals, and cancellation of Domain Names;
    - ii. ensuring the confidentiality and security of registration information;
    - iii. proposing a detailed plan for the relevant security system in creating and maintaining database in respect of the registration of domain names;
    - iv. performing customer related functions such as billing, etc; and
    - v. maintaining reliable data backup systems.
  - (b) Registrar shall provide Registrants the ability to register for a domain name using an online domain name registration service for ease of access.
  - (c) Registrar must provide and be capable of providing prompt service to Registrants for their registration needs as well as perform in other registration obligations in a timely manner. Registrar must provide customer and technical support at least during the periods 0900hrs to 1700hrs local time, from Monday to Friday in Brunei Darussalam (except public holidays) and accessible via a domestic Brunei Darussalam telephone number, email and a domestic Brunei Darussalam facsimile number.
2. The Minimum Accreditation Technical Requirements for Registrars are:
  - (a) Registrar is required to provide hardware and software and possess requisite technical skills to enable communication of its systems with the BNNIC Registry System, including meeting with the following requirements to BNNIC's satisfaction:
    - i. Provision of required network information including IP addresses of machines that the Registr will use to communicate with the BNNIC Registry System.
    - ii. Ability to utilise encryption mechanisms for all communications with BNNIC Registry System.
    - iii. Comply with BNNIC's security requirements and standards.
    - iv. Provision for protecting customers' information relating to domain name registrations and for ensuring data integrity.
    - v. Provision of scalable system architecture to scale according to the predicted growth of the registrar.
    - vi. Provision of data archival and retrieval systems to protect against loss of registration and customer data.

- (b) Before Registrar is allowed access to the BNNIC Registry System, it is required to:
    - i. successfully complete a test run without any error with BNNIC administrators as stipulated in BNNIC's testing procedures;
    - ii. register its website URL with BNNIC for BNNIC to display its accredited registrar links; and
    - iii. provide BNNIC with Super User Contact, Administrative Contact, Billing Contact and Technical Contact.
3. Registrar should meet the following and/or such other requirements as BNNIC may determine as follows:
- (a) Registrar shall have a minimum working capital of B\$50,000 preceding the date of application for accreditation to BNNIC and maintain a minimum working capital of B\$50,000 throughout the Term.
  - (b) Registrar shall procure and maintain an on-demand performance bond guaranteed to the value of not less than B\$20,000.

[END OF SECTION 2]

### SECTION 3 | SUBMISSION REQUIREMENTS

1. Interested parties shall provide their submissions in the format specified in this Section.
2. The closing date for submissions is on 12<sup>th</sup> July 2017.
3. Interested parties shall send their proposals by hand, post, fax and/or email:

To: General Manager, BNNIC

Address: Block B14, Simpang 32-5  
Kampung Anggerek Desa, Jalan Berakas  
Bandar Seri Begawan BB3713  
Brunei Darussalam

Tel : +673 232 3232

Fax : +673 238 2446

Email : [info@bnnic.bn](mailto:info@bnnic.bn)

4. Submissions should be marked:

**EXPRESSION OF INTEREST  
BNNIC REGISTRAR**

**Reference: BNNIC/REGISTRAR**

5. Submissions by hand must be placed in the Tender Box located on the ground floor of the address specified, no later than 1500hrs local time on the closing date.
6. Submissions which are not hand delivered must be posted in time to reach the Tender Box no later than 1500hrs local time on the closing date.
7. Submissions by fax or email must be sent to the above number and email address no later than 1500hrs local time on the closing date.
8. The submission should be written in the English Language.
9. Interested parties are requested to submit their submissions in the following format:

*Please provide the following information, beginning each Part on a separate sheet and answering each request in a numbered paragraph corresponding with the number of the question. Please give the most complete answer possible, explaining all capabilities in detail,*



*and attaching, labelling, and referencing all necessary supporting documents to be provided together with the response.*

**PART A - General Information**

- a) Name and business address of applicant.
- b) Type of business entity (corporation, partnership, etc) and company / business registration number.
- c) Contact number (both telephone and fax numbers) and email address of applicant.
- d) Name and details of contact person (including contact number and email address) of applicant.
- e) Internet address of applicant's website.
- f) Corporate and shareholding structure of the applicant indicating the ultimate ownership.
- g) Track records of operational experience in dealing with domain name registrations.
- h) The organisation structure it intends to set up and the deployment of staff with details of names of staff and their qualification, background and experience in providing the registrar service.
- i) Please attach a certified copy of the Business Registration Certificate from the Registry of Companies or equivalent government or regulatory authority evidencing the applicant's corporate status.

**PART B – Technical Capabilities**

Detailed description of applicant's technical capabilities or technical plans as specified below:

- a) Software and hardware capabilities  
Software and hardware facilities (including host, nameservers, database and related application software) showing how the applicant's system is connected to the Internet and the diversity plan and the application software it employs in operating the DNS.
- b) Registration system  
Information processing systems used to handle domain name registration and related activities such as request for modifications to domain name registrations, including

renewals and transfer of domain name registration, changes of registrar, updates to information and other requests.

- c) Backup and recovery  
Capability for providing a reliable backup of registration data including data escrow arrangements under which BNNIC can have access to and where necessary, use and act on all such data.
- d) Security  
Capability for providing information systems security procedures to prevent system hacks, break-ins, data tampering and other disruptions to operations.

### **PART C – Business Capabilities**

Detailed description of applicant's business capabilities or business plans as specified below:

- a) Overview of business operations and business plan  
The business plan shall describe how the company intends to grow and sustain its business of domain name registrations, which may include planned strategies, business model, target markets, acquisition of market share, promotional activities, etc.
- b) Management and communication systems  
Management and communication systems used to handle domain name registrations and related activities such as request for modifications to domain name registrations, including renewals and transfer of domain name registration, changes of registrar, updates to information and other requests.
- c) Organisational capability  
Organisational capability to engage sufficient number of qualified employees to handle the technical, administrative and customer support aspects of the registrar business.
- d) Financial capability  
Financial capability in the form of working capital for the operation of the registrar business. The applicant must provide evidence of its having a minimum working capital of B\$50,000 such as audited financial statements, or other similar supporting documents deemed suitable by BNNIC. Applicants which do not have the required audited statements, or other supporting documents deemed suitable by BNNIC, are required to provide BNNIC with a performance bond of B\$20,000 in the form of a banker's guarantee when accepted by BNNIC as accredited registrars.

- e) Registrar's obligation  
Ability to meet all of a registrar's responsibilities and obligations under the Registrar Accreditation Agreement.

[END OF DOCUMENT]