

TERMS OF REFERENCE

Installation and Commissioning of Structured Cabling Systems of 8 OSG Locations: A total of 240 Nodes

Background:

The Office of the Solicitor General is seeking to relocate eight (8) division offices to a new building and needs to provide data and network facilities for its IT equipment. This project will provide new network cabling to the relocated divisions and will provide interconnection between offices.

Project Scope

The winning service provider should complete all installation/networking cables included in the terms of reference. The winning service provider will shoulder the rest of the materials, including fiber optic cables, UTP cables, patch panels, PVC pipes, etc.

The Approved Budget for this Contract (ABC) is Three Million and Six Hundred Thousand Pesos (PHP 3,600,000.00).

1. The bidder must have completed, within the last two (2) years from the date of submission and receipt of at least one (1) single contract of similar nature amounting to at least fifty percent (50%) of the ABC; or the prospective bidder should have completed at least two (2) similar contracts, and the aggregate contract amounts should be equivalent to at least fifty percent (50%) of the ABC, and the largest of these similar contracts must be equivalent to at least half of the fifty percent (50%) of the ABC as required.
2. The bidder shall submit a valid and current Certificate of Dealership/Resellers of the product being offered.
3. The bidder shall have the Philippine Contractors Accreditation Board (PCAB) license for any category.
4. The bidder shall have at least one (1) Certified Installer.

Installation and Commissioning of Structured Cabling Systems of 8 OSG Locations: A total of 240 Nodes

Technical Specifications:

ITEM	QTY	UNIT COST	TOTAL
Installation and Commissioning of Structured Cabling Systems of 8 OSG Locations: A total of 240 Nodes	1 Lot	3,600,000.00	3,600,000.00
SUBTOTAL			₱ 3,600,000.00

I. Scope of Works

Item No.	Item/Work Description
I	Per Division: 30 DATA NODES each for a total of 240 Nodes
	Notes:
	a. Existing Rack for Network Switch, Patch Panel, and Cable Manager shall be reused
	b. Uplink Cable and a network cable for Access Point will use Cat. 6 UTP cable, including cabling components such as Information Outlets, Patch Panels, and Patch Cords
	c. Network cable for the workstations, VOIP phones, and network printers will use Cat. 6 UTP cable, including cabling components such as Information Outlets, Patch Panels, and Patch Cords
1	Roughing-ins/layout of new LAN cable raceway using aluminum split tubes and PVC pipes from the existing Rack location to the designated workstations and access point location, including aluminum split tubes/PVC pipe support, boxes, and fittings
2	Layout 27 runs of new LAN cable using Cat. 6 UTP cable to the designated location of workstations, including IP Phones and network printers

3	Layout 3 runs of new LAN cable for uplink and backup (2) and Access Point (1) using Cat. 6 UTP cable
4	Supply/install a new 48-ports Patch Panel inside the existing Rack for workstations, VOIP phones, network printers, Access Points, and Uplink.
5	Supply/install new 3 x Cat. 6 Information Outlets for Access Point and Uplink
6	Supply/install new 27 x Cat. 6 Information Outlets for workstations, including IP Phones and network printers
7	Supply/install new cable managers (2U)
8	Supply/install new 27 x Face Plates (2-ports for workstations w/ IP Phones; 1port for network printers & workstations w/o IP phones)
9	Supply/install 3 x cat. 6 Patch Cords (7 ft) for uplink and Access Point.
10	Supply/install new 27 x cat. 6 Patch Cords (5 ft) for workstations, VOIP phones, and network printer (Data Cabinet)
12	Supply/install new 27 x cat. 6 Patch Cords (7 ft) for workstations, VOIP phones, and network printers.
13	Fluke cable testing, Termination, tagging, and commissioning
14	Engineering & Documentation, including submission of the as-built plan
15	Must have cloud Local Area Network (LAN) Monitoring for cable stability

Terms of Payment

	Supplier agrees to be paid based on a progressive billing scheme as follows:
First Release - Mobilization	<ul style="list-style-type: none"> For mobilization 15% of the Total Contract Price, less the 5% warranty deposit, computed based on the progress billing.
Second Release	<ul style="list-style-type: none"> 25% of the Total Contract Price, upon completion of 3 divisions' cabling less 5% warranty deposit, computed based on the progress billing - within thirty (30) days from completion of the delivery and issuance of the

	Inspection and Acceptance Report by the OSG, and submission of all other required documents.
Third Release	<ul style="list-style-type: none"> • 25% of the Total Contract Price, upon completion of 3 divisions' cabling less 5% warranty deposit, computed based on the progress billing - within thirty (30) days from completion of the delivery and issuance of the Inspection and Acceptance Report by the OSG, and submission of all other required documents.
Fourth Release (- Delivery of hardware, - 90 days after the issuance of notice to proceed)	<ul style="list-style-type: none"> • 20% of the Total Contract Price, upon completion of 2 divisions' cabling less 5% warranty deposit, computed based on the progress billing - within thirty (30) days from completion of the delivery and issuance of the Inspection and Acceptance Report by the OSG, and submission of all other required documents.
Fifth Release (Completion of Services, Scope of Work, and Knowledge Transfer)	<ul style="list-style-type: none"> • 10% of the Total Contract Price less 5% warranty deposit, computed based on the progress billing upon completion of engineering & documentation, including submission of the as-built plan and delivery of cloud Local Area Network (LAN) Monitoring. A certification by the Case Management Service is needed for the completion of the project.
Sixth Release	<ul style="list-style-type: none"> • One (1) year from the issuance of the Inspection and Acceptance Report by the OSG - 5% of the contract price.
Delivery	
	<ul style="list-style-type: none"> • Ninety (90) days upon receipt of NTP

NOTES:

1. All work to take place Monday - Friday, 8 am - 5 pm. Weekend or after-hours work must be coordinated with OSG in advance.
2. The Contractor is responsible for applying for all the necessary permits.
3. The Contractor must have the appropriate licenses for working from heights and use ladders and harnesses relevant to the working height.
4. The Contractor should wear personal protective equipment, including safety glasses, gloves, hard hat, etc.

5. The Contractor is to clean the site daily, and all materials must be stored neatly in the storage area. All debris, excess materials, etc., must be picked up and the area cleaned up at the end of each day.

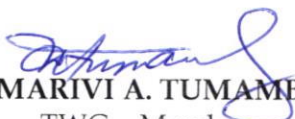
TECHNICAL WORKING GROUP:


SSS MARICAR G. TOLENTINO-MENDOZA
TWG - Member

SSII OMAR T. GABRIELES
TWG - Member

SSII JOSEPH RYAN C. ABALOS
TWG - Member

SSII PANTAS M. DE LEON
TWG - Member



ASII MARIVI A. TUMAMBING
TWG - Member


CAO JESSICA L. CASTRO
TWG - Member

SAO JOY Y. CHUA
TWG - Member


ITO III JAYVIE NEIL MALICK S. MALICDEM
TWG - Member


ITO II CEDRIC S. DELA CRUZ
TWG - Member


COMPRO III AUGUSTUS MARK B. DICHOSO
TWG - Member


DIR IV EDUARDO ALEJANDRO O. SANTOS
TWG - Chairperson