

**SERVICE PROVIDER FOR THE SUPPLY, DELIVERY, DECOMMISSIONING, COMMISSIONING,
INSTALLATION, AND TESTING OF DATA-STRUCTURED CABLING**

I. RATIONALE

The transfer of TPB's office to Five E-Com, MOA Complex necessitates the implementation of a new network infrastructure within the designated relocation area. This infrastructure setup involves several tasks, such as network cabling, data center upkeep, and the removal of outdated network cables. Moreover, the integration of the TPB server for structured cabling is an integral aspect of this relocation initiative and carries substantial significance.

The introduction of this managed enterprise Local Area Network (LAN) will equip the Tourism Promotions Board to enjoy the advantages of heightened real-time resource sharing and communication, underscoring the pivotal importance of these network enhancements.

II. OBJECTIVE

The primary objective is to establish a robust network infrastructure as part of TPB's office relocation to Five E-Com, MOA Complex. This infrastructure setup will involve the following key tasks:

1. Implementation of an efficient network cabling system.
2. Maintenance and optimization of the data center facilities.
3. Removal of obsolete network cables.
4. Integration of the TPB Server and Firewall to enable structured cabling.

The ultimate aim is to introduce a managed enterprise Local Area Network (LAN) that enhances real-time resource sharing and communication capabilities, emphasizing the critical significance of these network improvements for the Tourism Promotions Board.

III. SCOPE OF WORKS AND DELIVERABLES

The Bidder is tasked with delivering, installing, and configuring the requisite LAN nodes for data connectivity at each designated location (refer to the enclosed Structural Layout Plan).

The specific tasks are outlined as follows:

1. LAN Installation
 - a. Provision, transportation, and installation of assorted network equipment, cables, and components, complete with appropriate labeling and documentation.
 - b. Testing and commissioning of the installed components and equipment.
 - c. Migration to the new LAN equipment and components.
 - d. Removal of existing LAN with minimal service disruption.
2. Civil Works
 - a. The Bidder assumes responsibility and liability for any damages solely attributable to them or their representatives, incurred by the TPB building and its contents due to the installation, maintenance, or removal of any cabling components and network devices.
 - b. Restoration of affected building structures to their original architectural design.
 - c. Thorough cleaning and clearing of sites. All debris or waste material shall be promptly removed by the Bidder from TPB premises.
3. Pre-installation
 - a. Submission of a Work Plan within five (5) working days from receipt of the Notice to Proceed.
 - b. Procurement of the necessary permit from the Building Administration.

4. Installation of the required components as specified in the Technical Specifications, per TPB's approved Work Plan, including Server and Firewall configuration.
5. Post-installation
 - a. Conduct training for TPB's IT personnel on the equipment's basic maintenance and operational requirements.
 - b. Furnish a minimum of one (1) copy of the technical manual/documentation (in English) in both printed (hard copy) and electronic (soft copy) formats. These documents encompass relevant network layout and mechanical installation, operation, configuration, and testing.
 - c. Provide warranty coverage for all supplied equipment and components as stipulated in the Warranty section.
 - d. Extend support services to TPB during the warranty period as outlined below:
 - i. Provide technical support which should be available via phone or email during regular working hours, Monday to Friday, from 8:00 AM to 5:00 PM.
 - ii. Provide on-site services within four (4) working hours subsequent to the problem report. For issues reported after 4:00 PM, services will commence at 9:00 AM the following working day.
 - iii. In the event that the provided network equipment is found to be defective, the Bidder shall furnish a replacement with equivalent or superior specifications within 24 hours.
6. Rectification and/or replacement of any unit/part that fails to meet any test/inspection criteria, or any alterations deemed necessary to meet the specified requirements, shall be performed at no cost to TPB, and the test and/or inspection shall be repeated.
7. Retrieval of existing LAN components (e.g., cables, switches, panels, outlets, etc.).

Number of Equipment needed:

Item	Description	Qty	Unit
Structured Cabling			
1	Cat6 UTP Cable	46	box
2	Faceplate complete set of modules	185	Unit
3	48 port Full-Loaded Patch Panel	4	unit
4	24 port full-Loaded Patch Panel	1	Unit
5	Vertical Cable Manager	4	Unit
6	Horizontal Cable Manager	5	Unit
7	Patch Cord	370	Unit
8	RJ45 Connector	500	Unit
9	Rubber Boots	370	Unit
10	Cable Tie	10	Unit
11	Velcro Tape	20	Unit
12	PVC Pipe conduits	50	unit
13	Data Rack Cabinet	1	unit
14	Multi-Mode OM3 Fiber Optic Cable, 6.5mm, Black, 250m	1	reel
15	24 Port Rack Mount (1RU) w/3x8 SC Adapter Plates, w/2x12 Fiber Splice	1	Unit
16	SC to LC Patch Cord	24	unit

Technical Specification

Item	Description/Component	Minimum / Specific Requirements
1	Structure Cabling	
	a. UTP Cable	<ul style="list-style-type: none"> • Cat6 All Passive Components must be compliant with RoHS (Restriction of Certain Hazardous Substances). It must clearly be mentioned on the datasheets of each Passive Component. /6e Twisted Pair;

	<ul style="list-style-type: none"> • The OEM and selected bidder must provide a • 20 years warranty for products except for those non-end-to-end installation • $\geq 200\text{MHz}$ Attenuation; Suitable for high-speed data transmission; • The UTP-based cabling system must use match components from a single manufacturer • Bare Solid Copper with high-density insulation; • PVC Jacket sheet; ISO/IEC 11801 Compliant
b. Faceplate	<ul style="list-style-type: none"> • Options for vertical or horizontal mounting style; • Flat version and can house either 1 or 2 connectors; • Made in robust high impact thermoplastic; • Must be of Poly Carbonate and ABS
c. Information Outlet	<ul style="list-style-type: none"> • Shall accommodate Category 6 compliant RJ 45 jack interfaces; • Made from high-impact, flame-retardant thermoplastic material; • Shall provide Near-End Crosstalk (NEXT) performance of $>43\text{dB}$ @ 100Mhz for Cat6 performance; • Individually Terminates using slim Insulation Displacement Connector (IDC); • Supports Industry Standards for T568A or T568B wiring options; • Provides color-coded snap-in icons available for circuit identification; • Removable from the front with the faceplate mounted in place and allow the jack to pass through the faceplate without re-termination.
d. Patch Panel	<ul style="list-style-type: none"> • The panel shall be sized to fit an EIA (T568A or T568B) standard • Made of either anodized aluminum or hard plastic frame 24 port rack space configuration • Must have cable/wire management • Must have port identification labels or numbering • Shall be loaded with Cat6/e port • 47 CFR part 68 (RJ-45), ANSI/TIA-568-D.2 (Category 6) and ISO/IEC 11801 compliant
e. Cable Manager	<ul style="list-style-type: none"> • 19-inch Rack Mount Cable Wire Manager 1U with Removable Cover; • Preferably black powder-coated metal plate
f. Patch Cords	<ul style="list-style-type: none"> • Category 6 Unshielded Patch Cord • Shall be a factory terminated 4-pair UTP cable with length options of 1/2/3/4/5 meters; • Modular plug must be protected with slide-one boot featuring self-latching, high-reliability RJ 45 connectors; • Field terminated / custom fabricated patch cords are not acceptable
g. Backbone Cabling	<ul style="list-style-type: none"> • Shall be 6 Core Multimode OM3 Fiber Optic cable; • 24 Port Rack Mount Fiber Optic Distribution Panel 1RU, Loaded with SC Adapter and pigtails • SC to LC Patch Cord
h. Roughing-ins	<ul style="list-style-type: none"> • CAT 6/CAT 6A Shielded RJ45 Modular Plugs • Appropriate Conduit before the entry to the Data Cabinet • Use appropriate conduit for cable installation and insulation, Cables are properly secured, Appropriate bracket

		<ul style="list-style-type: none"> All conduits shall be concealed or camouflage with the current color where it is being installed or attached RJ45 Waterproof Connector Cap Terminal must be placed in all IP cameras Provide connection to computers with provisioned at the BOQ page with Simplex/Duplex Faceplate and Modular Jack or I/O Use clamps, screws, reusable Velcro Cable Tie and other tools needed and conduits Cables shall be well groomed before acceptance
2	Data Rack Cabinet	<ul style="list-style-type: none"> Standing Data Cabinet front vertical wire managers, 2 rear vertical wire manager
	Server and Firewall Integrations	<ul style="list-style-type: none"> Bidders' personnel must be knowledgeable in configuration and installation of Server and Firewall. Required to hold a Sangfor Engineer Certification or equivalent, directly issued by Sangfor.

IV. PROJECT IMPLEMENTATION SCHEDULE / DELIVERY SCHEDULE

No.	Schedule	Month 1				Month 2				Month 3			
1	Project Management and Administrative Services in project initiation and mobilization, planning, design, documentation, closeout.	X	X	X	X	X	X	X	X	X	X	X	X
2	A. Decommissioning of Existing Network Cable B. Supply, Delivery, Commissioning, Installation, and Testing of Network Outlet	X	X	X	X	X	X	X	X	X	X	X	
3	Configuration, and Testing of Server and Firewall.	X	X	X	X	X	X	X	X	X	X	X	
4	User Acceptance Testing										X	X	
5	Warranty and Maintenance Service											X	X
6	Knowledge Transfer/Users Training											X	

V. ADDITIONAL TECHNICAL REQUIREMENTS

The following are the minimum qualifications and requirements for the supplier:

- The supplier must be an I.T. operational company for at least three (3) years.
- The supplier must have implemented similar projects within the last three (3) years.
- The supplier should be a certified reseller and partner for all the equipment to be installed (must submit certification).
- The bidder must submit a list of the Technical Team consisting of the following:
 - 1 Project Manager
 - 1 Project Engineer
 - 1 Project Supervisor/Foreman
 - 3 Structured Cabling Installers

with the following documentation and certifications:

- Certificate of Employment issued by the Contractor/Bidder.
 - Resume with at least 2 years of experience in project implementation
- Must submit the following Documents and Certification

- IT Infrastructure Library (ITIL) Foundation
- Project Management Professional (PMP)
- Certified Information Systems Security Professionals (CISSP)
- Cisco Certified Network Associate (CCNA)
- Certified SangFor Reseller and partners
- Certified SangFor Server and Firewall Engineer

VI. DUTIES AND RESPONSIBILITIES OF TPB

- Permit any duly authorized representative/s of the Bidder to enter TPB premises to fulfill their obligations.
- Decline acceptance of any system or related services that do not meet specified standards or fail to pass required tests and inspections.
- Notify the Bidder promptly of any issues encountered with the system for proper resolution.
- Fulfill payment obligations to the Bidder.

VII. TERMS OF PAYMENT *(All activities/deliverables should be approved by the TPB)*

Description	Activities / Deliverables	% of the Contract Price
Project Kick-off	Project Management and Administrative Services in project initiation, mobilization, planning, design, and documentation.	15%
Project Implementation	A. Decommissioning of Existing Network Cable B. Supply, Delivery, Commissioning, Installation, and Testing of Network Outlet	25%
Migration	Configuration, and Testing of Server and Firewall	25%
Go Live, Stabilization, and Monitoring	User Acceptance Testing	25%
Turnover Documentation and Project Closure	Knowledge Transfer/Users Training	10%

The supplier is encouraged to have a Landbank account. Payment shall be made through LBP bank deposit. If the supplier does not have a Landbank account, the supplier shall shoulder bank charges.

Send the bill of actual expenses to the **TOURISM PROMOTIONS BOARD** addressed to **COO MARIA MARGARITA MONTEMAYOR NOGRALES ATTN: MR. EMMANUEL A. ZARATE** after the completion of services and submission of required supporting documents to facilitate payment.

VIII. CONTRACT DURATION

The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.

X. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is **TWO MILLION FOUR HUNDRED THOUSAND PESOS ONLY (PhP2,400,000.00)** inclusive of all applicable taxes and fees.