



Funding the Republic

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG INGATANG-YAMAN
(BUREAU OF THE TREASURY)
Intramuros, Manila 1002

TERMS OF REFERENCE

1. Project Title

Provision of 25Mbps Internet Access Services (IAS) for the operations of the Bureau of the Treasury, Palacio del Gobernador Building

2. Description

The project calls for the provision of dedicated Internet Access Services (IAS) of the Bureau of the Treasury which will be used to support the Internet connectivity of the Bureau's operations. The IAS shall include all works, necessary equipment, and fiber-optic distribution backbone (last mile) required to implement the project. The bidder must be a Telephone Communication Company duly approved by the National Telecommunications Commission (NTC).

3. Approved Budget for the Contract (ABC):

The approved budget for the project is **TWO HUNDRED THIRTY THOUSAND PESOS** (Php230,000.00, inclusive of all applicable taxes).

4. Project Duration, Delivery, Commission, Installation, and Acceptance

4.1. Thirty (30) calendar days from the receipt of the Notice to Proceed.

4.2. Contract period shall be ELEVEN (11) months from the start date of IAS implementation.

4.2.1. The effective start of the IAS shall be based on the issuance of the Certificate of Acceptance by BTr-MISS.

Purchaser's Specifications	Supplier's Specification
<p>5. Scope of Work / General Requirements / Deliverables</p> <p>The project covers the acquisition and implementation to provide the internet connection of the Bureau of the Treasury buildings in Intramuros, Manila. It involves the following:</p> <p>5.1. Engagement of a last-mile fiber-optic cabling and bandwidth of IAS 25Mbps operations from BTr Palacio del Gobernador Bldg.'s TelCo Room to the provider's central office.</p> <p>5.2. Provision, installation, configuration and commissioning of a dedicated IAS with the following specifications and inclusions:</p> <p>5.2.1. Bandwidth: 25 Mbps;</p> <p>5.2.2. Last Mile: Fiber-optic;</p>	

Provision of 25Mbps Internet Access Services (IAS) for the operations of the Bureau of the Treasury, Palacio del Gobernador Building



Funding the Republic

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG INGATANG-YAMAN
(BUREAU OF THE TREASURY)
Intramuros, Manila 1002

<p>5.2.3. 1:1 ratio;</p> <p>5.2.4. Usable 14 (/28) public IP addresses;</p> <p>5.2.5. IPv6 ready and/or compliant connection; and</p> <p>5.2.6. All equipment necessary to implement the project.</p> <p>5.3. Integration of the proposed Internet connection to the existing BTr network infrastructure.</p> <p>5.4. Provision of diagnostics and incident reports and updates in case of connection failure.</p> <p>5.5. Provision of monthly utilization graphs and/or MRTG tool for monitoring of link quality and bandwidth utilization;</p> <p>5.6. DNS hosting for BTr official domain and MX records.</p> <p>5.7. Provision of a reliable Forwarding and Secondary DNS.</p> <p>5.8. Provision of a DNS reverse lookup for entries with the assigned classless network.</p> <p>5.9. Must provide BTr an advanced notice in case of scheduled maintenance or service interruption.</p> <p>5.10. Submission of an industry standard Service Level Agreement (SLA) that shall include but not limited to the following:</p> <p>5.10.1. Availability: 99.5% uptime in a month</p> <p>5.10.2. Latency: 80 milliseconds average round trip from BTr to ISP port</p> <p>5.10.3. 200 milliseconds average round trip from ISP port to US/International port</p> <p>5.10.4. Provision of 24x7 customer support services;</p> <p>5.10.4.1. Support response time: 30 minutes for emergency tickets for the following categories:</p> <p>5.10.4.1.1. Link connection is down.</p> <p>5.10.4.1.2. Packet loss, variation in latency.</p> <p>5.10.4.1.3. Routing issue.</p> <p>5.10.4.2. Two (2) hours response time for technical problems that require on-site services. For problems reported after 4:00 PM, services shall be rendered 8:00 in the morning of the following business day.</p> <p>5.10.5. Deviation from the SLA must have a corresponding performance credit or rebate in favor of BTr which shall be reflected on the following month billing.</p>	
---	--



Funding the Republic

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG INGATANG-YAMAN
(BUREAU OF THE TREASURY)
Intramuros, Manila 1002

<p>5.11. Provision of a single point of contact for customer support in both areas of network connectivity and Internet access.</p> <p>5.12. Must respond to requests for maintenance at no cost to BTr.</p> <p>5.13. Must submit a monthly access/usage report. The report will be used to support the monthly recurring charges thru billing statements submitted by the IAS provider.</p> <p>5.14. Rebates due to service interruption/downtime must be reflected on the following month's billing.</p>	
<p>6. DELIVERY PERIOD AND SERVICE ACCEPTANCE</p> <p>6.1. Completion of installation and configuration of IAS infrastructure must be within Thirty (30) calendar days from the receipt of the Notice to Proceed.</p> <p>6.2. A Certificate of Acceptance shall be the basis in determining the effective start date of the IAS and shall be issued by BTr-MISS once the following conditions are met:</p> <p>6.2.1. Installation and configuration of all hardware and software required for the proper implementation of the project.</p> <p>6.2.2. Average latency should not exceed:</p> <p>6.2.3. 80 milliseconds average round trip from BTr to ISP port.</p> <p>6.2.4. 200 milliseconds average round trip from ISP port to US/international port.</p> <p>6.2.5. Stable internet service connection.</p>	
<p>7. VENDOR REQUIREMENTS</p> <p>7.1. The Telecommunications Company must be the owner of the Fiber facility and the last mile to deliver the service requirement. Subcontracting is not allowed.</p> <p>7.2. Bidders must have the capacity and ability to provide maintenance services and technical support to Internet Access Service and Direct Leased Line.</p> <p>7.3. Bidders must have the capacity and ability to provide maintenance services and technical support.</p> <p>7.4. The Bidder must be a Telecommunications company, certified by the National Telecommunications Commission (provide a copy of the certification) and have been operating as a Telecommunications Company for the past 15 years.</p>	



Funding the Republic

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG INGATANG-YAMAN
(BUREAU OF THE TREASURY)
Intramuros, Manila 1002

8. OTHER REQUIREMENTS 8.1. Bidders must submit a detailed work plan specifying installation design, detailed activities, connectivity diagram from end user premise to the last mile and timelines in order to determine compatibility with the existing BTr network infrastructure, configuration, and electrical power rating. 8.2. Bidders may arrange a schedule, prior to submission of their respective bids, for the conduct of site inspection to ensure that all project requirements are fully understood and verified to ensure successful implementation of the project.	
9. MODE OF PAYMENT 9.1. Monthly payment shall be made upon submission of required monthly service reports and billing invoice.	
10. OTHER CONDITIONS AS SPECIFIED IN THE BIDDING PROCESS	
11. NON-GRAFT CLAUSE The winning bidder warrants that it has not given nor promised to give any money or gift to any officer or employee of the BTr, or any member of the Bids and Awards Committee (BAC), BAC Secretariat or TWG, to secure this contract.	

Prepared by:

JOHN MARK G. DALISAY

Chief Treasury Operations Officer II, SAD

Approved by:

WILFREDO L. YATCO

OIC-Director, MIS Service