



INDEPENDENT CONSUMER & COMPETITION COMMISSION

Expression of Interest (EoI) for ICCC Office Local Area Network (LAN) Voice & Data (Cat6) Cable Termination

Terms of Reference (ToR)

1. Purpose and Objective

The purpose of this exercise is to engage a qualified and certified service provider to trace, label and terminate voice and data cables at the ICCC office.

The objective of this exercise is to undertake a comprehensive cabling management exercise to ensure that: (1) all cat6 cables are properly terminated; (2) all cables are tested for connectivity; (3) all cables are properly laid and conforms to NICTA's cabling requirements.

Consequently, the ICCC seeks EOIs from experienced, qualified and certified individual or firm to undertake this exercise in accordance with the detailed scope of service highlighted hereunder.

2. Background

The Independent Consumer & Competition Commission (ICCC) is a statutory body established by Government through an Act of Parliament referred to as the *Independent Consumer and Competition Commission Act 2002* (ICCC Act 2002). The ICCC has five (5) main functions that under pin its role and responsibility. These include:

- i. Consumer Protection – it ensures that the rights and interest of consumers with regards to supply and purchase of goods and services are safeguarded.
- ii. Promotion of Competition – it encourages and enforces the competition rules set out under the ICCC Act to ensure business/individuals do not engage in anti-competitive conduct and or arrangements.
- iii. Economic and price regulation – it regulates the commercial activities, prices and service standards of selected declared regulated State Owned Enterprises. It also regulates and monitors prices of selected declared goods and services for price control and monitoring purposes.

- iv. Productive Reviews – it undertakes targeted industry inquiries/studies to establish their structure, operations and competitiveness; and address and or make policy recommendations to Government to address inefficient business practices.
- v. Education and Awareness – it develops appropriate materials and programs and undertakes education and awareness about the former four (4) functions.

As part of its effort to modernize its ICT networking system which includes the local area network (LAN), the ICCC is embarking on upgrading this infrastructure. The upgrade includes laying and termination of cat6 cables to carry both voice and data services.

The ICCC's LAN was last upgraded in 2013. The ICCC considers it appropriate to undertake another upgrade of its LAN cables consistent with the scope of service hereunder.

3. Scope of Service

The contracted firm/individual is to undertake a comprehensive testing of cables, termination of cables and management of cables at the server racks and at the workstations. The tasks will be undertaken under the direct supervision of the ICCC's Executive Manager for Finance & Administration Division (EMFAD) and supported by ICCC's Information & Communication Technology (ICT) Team.

Without limiting the scope of service, the contracted firm/individual is expected to undertake the following key tasks:

- 3.1 Trace all cables from the keystone jacks to the server racks;
- 3.2 Trace all cables from the keystone jacks to the server and label cables as specified by the ICCC ICT Team;
- 3.3 Label cables as specified by the ICCC ICT Team;
- 3.4 Neatly patch the cables into patch panels on the server rack;
- 3.5 Patch cables into keystone jacks at each workstation;
- 3.6 Verify and ensure that the connecting cat6 patch leads to the designated switch;
- 3.7 Termination of cables must be tested Test all cables that are terminated for accuracy of connectivity to all workstation ports; and
- 3.8 Provide a network diagram clearly showing all network devices, cables routes and labels of all cables that is clearly set out.

4. Deliverables

The contracted firm/individual is required to carry out the cabling management tasks of the ICCC's office LAN and ensure this is fully functional consistent with the following specifications:

4.1 Cable Management:

To ensure all equipment and methods used are consistent with NICTA's networking cabling requirement.

4.2 General features

The overall cabling project must encompass the following:

- Cables are neatly terminated;
- Cables are neatly patched and aligned at the server rack;
- Cables can be easily identified;
- Cables must be properly laid on cable racks;
- There must be proper documentation of the network layout and cable routes for future trouble shooting/maintenance work.

The preferred language of cabling labels and documentation should be in English.

5. Timeframe

The ICCC requires this project to be complete within 7 days.

6. Terms of Engagement

Depending on the value of the proposal, the successful firm/individual may enter into a contract with the ICCC consistent with the requirements of this ToR.

7. Material Cost

In consultation with our service provider (Telikom PNG Limited) the ICCC has undertaken due diligence of all the IT consumables that are required to successfully complete the project. We have sourced quotes and identified the cost. The ICCC will purchase the material and provide these on site to the successful service provider.

8. Service (Labor) fees

The ICCC's indicative budget for this exercise is K 35,000.00.

Where appropriate, an acceptable basis of payment would be negotiated and may be written into contract against the milestones set out under the scope of service under section 3 above.

9. Qualification and Experience

- 3years or more professional experience in Networking and Cable management, including maintaining IT systems, hardware and software.
- Must possess excellent networking and cable termination skills to design and layout LAN cables.
- Experience with cat5 and cat6 cabling technologies.

- Candidates are expected to submit a list of the LANS they have designed/developed including related client reviews (if any) including the names and contact numbers of these individuals/organizations.
- Be able to deliver within the set timeframe and budget.

10. Lodgment and close of EoIs

EoIs are to be placed in a sealed envelope, labelled **“Expression of Interest for ICCC Office LAN Cable Termination”** and delivered to the following address before 4.30pm on the 16/08/2019.

Any query in relation to this project can be directed to:

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