

Office of Public Works

Tender for Routers and Layer 3 Switches

1. Introduction

The Office of Public Works (OPW) is currently upgrading its Wide Area Network (WAN). Tenders are invited from reputable suppliers for the supply and configuration of routers with in-built LAN ports (see 2 below).

The contract will be awarded on a **trade-in basis**.

2. Equipment required

The following table itemises the equipment needed.

Size of site	Qty	Equipment required	Locations	Comment
Less than 4 no. users	9 no.	Router with 1 no. 10/100 baseT ethernet WAN port and at least 4 no. 10/100 baseT ethernet LAN ports	<ul style="list-style-type: none"> - Roscommon, Government Buildings - OPW Ballycraine, Castlebridge, Co Wexford - Listowel, Inch Bridge, Listowel Co Kerry - Kilmacurragh Gardens, Kilbride Co Wicklow - OPW Arts Sports & Tourism Building Killarney Co Kerry - Rathfarnham Castle, Dublin 14 - Royal Hospital Kilmainham Dublin 8 - Letterkenny District Office , Government Buildings Letterkenny Co Donegal - OPW, The Weir River, Galway City 	<p>Please state whether the equipment can be upgraded to accommodate:</p> <p>(a) PoE (b) 10/100/1000 baseT ethernet LAN ports (c) QoS</p> <p>Please provide cost details of options.</p>
4 – 7 users	11 no.	Router with 1 no. 10/100/1000 baseT ethernet WAN port and at least 8 no. 10/100 baseT ethernet LAN ports	<ul style="list-style-type: none"> - The Blasket Centre, Dunquin Co Kerry - National Botanic Gardens, Glasnevin Dublin 9 - Pearse's Museum St Enda's Park Rathfarnham Dublin 16 - Battle of the Boyne, Oldbridge Estate Co Meath - JFK Memorial Park, Ballysop, New Ross, Co Wexford - St Stephens Green Park, Dublin 2 - Kilmainham Jail, Inchicore, Dublin 8 - Government Publication Sales Office, Molesworth St. Dublin 2 - Bru Na Boinne, Donore, Drogheda Co Meath - Ennis District Office, NEPS Building, Francis St. Ennis Co 	<p>Please state whether the equipment can be upgraded to accommodate:</p> <p>(a) PoE (b) 10/100/1000 baseT ethernet LAN ports (c) QoS</p>

			Clare. - Portlaoise District Office, Government Buildings, Portlaoise. -	Please provide cost details of options.
8 – 18 users	7 no.	Router with 1 no. 10/100/1000 baseT ethernet WAN port for OSPF/BGP termination plus 24 no. 10/100 baseT ethernet LAN ports with L3 capability. <i>Please note that tenderers may quote for 2 no. separate devices to meet this requirement.</i>	- Regional Architects Office, 8 Claddagh Quay, Co Galway. - Limerick Regional Office, 2/3 Mallow St. Limerick - Waterford Regional Architects Office, 13 Catherine St. Waterford. - OPW Furniture Branch, Mountshannon Road, Dublin 8. - Central Eng. Workshop, Jamestown Road, Inchicore, Dublin 8 - Kilkenny National Monuments Depot, Hebron Industrial Estate, Kilkenny. - Cork Regional Architects Office, 14 Old Blackrock Road, Co Cork	Please state whether the equipment can be upgraded to accommodate: (a) PoE (b) 10/100/1000 baseT ethernet LAN ports (c) QoS (d) 48 no. hardware ports Please provide cost details of options.
Optional items				
18+ users	4 no.	L3 switch with 24 no. 10/100/1000 baseT ethernet ports with OSPF/BGP routing capability. PoE and QoS are essential requirements.	To be decided.	Please detail: - what management features the device provides. - stacking options Please provide option of 48-port model.

(a) Delivery should be made to ICT Unit, OPW, 52 St. Stephen's Green, Dublin 2. Delivery costs should be factored in to the overall contract price.

(b) Installation costs should be clearly detailed. The OPW would prefer that the routers be configured centrally by the successful tenderer and installed subsequently on site by OPW ICT staff. In that scenario, telephone support would be provided by the successful tender during the installation process. If tenderers are unable to offer that service, a per-site installation cost should be specified instead.

(c) Please note that WAN routing protocols will be OSPF & BGP. Please specify what other protocols the devices support.

(d) Tenderers should also specify whether the devices:
– support QoS (Quality of Service)

- support Radius / TACACS
- have a management capability (e.g. HTTP, SNMP, SSH etc.)

(e) Annual support and maintenance charges should be specified

(f) Devices should support IPv4 and Ipv6

(g) The OPW may wish to order additional units on foot of this contract. Please state how long the tender price will remain valid.

3. Trade-in allowance

The contract will be on a trade-in basis. The OPW wishes to trade-in the following switch and router models:

Switches		
Qty	Model	ID
3 no.	Cisco Catalyst 3750G	WS-C3750G-48-ps-EV02
1 no.	Cisco Catalyst 3750G PoE-24	WS-C3750G-24PS-SV05
1 no.	Cisco Catalyst 3560G	WS-C3560G-24TS-SV03
1 no.	Cisco Catalyst 3560G	WS-C3560G-48PS-SV02
3 no.	Cisco Catalyst 3550	WS-C3550-48-EMI
2 no.	Cisco Catalyst 3550	WS-C3550-48-SMI
11 no.	Cisco Catalyst 3500XL	WS-C3524-XL-EN
3 no.	Cisco Catalyst 3500XL	WS-C3548-XL-EN

Routers	
Qty	Model
1 no.	Cisco 877
1 no.	Cisco 1801
1 no.	Cisco 2600
2 no.	Cisco 1600
25 no.	Cisco 1721

The value of the trade-in allowance should be clearly specified and factored in to the overall contract cost.

4. Qualification and Evaluation Criteria

The following qualification and evaluation criteria will apply:

Qualification	
Completeness of tender documentation	Please note that tenderers who provide incomplete documentation will not be considered.
Award Criteria	Marks (from 100)
Technical merit of solution	40
Experience/capability/track record of supplier	10
Cost (inclusive of trade-in)	50
Total	100

5. General conditions of contract

- (i) The Office of Public Works requires that all information provided pursuant to this invitation to tender would be treated in strict confidence by suppliers.
- (ii) Information supplied by tenderers will be treated as contractually binding. However, the Office of Public Works reserves the right to seek clarification or verification of any such information.
- (iii) Any conflicts of interest involving a contractor (or contractors in the event of a consortium bid) must be fully disclosed to the OPW, particularly where there is a conflict of interest in relation to any recommendations or proposals put forward by the tenderer.

Any registerable interest involving the contractor and the Minister for Finance, members of the Government, members of the Oireachtas or employees of the Office of Public Works or their relatives must be fully disclosed in the response to this RFT, or should be communicated to the Office of Public Works immediately upon such information becoming known to the contractor, in the event of this information only coming to their notice after the submission of a bid and prior to the award of the contract. The terms 'registerable interest' and 'relative' shall be interpreted as per section 2 of the Ethics in Public Office Act, 1994.

- (iv) Before a contract is awarded the successful contractor (and agent, where appropriate) will be required to promptly produce a Tax Clearance Certificate. In addition, contractors must retain records of tax reference numbers for any sub-contractors where payments

exceed €635 (incl. VAT). A successful non-resident contractor or sub-contractor will be required to produce a statement from the Irish Revenue Commissioners.

Application may be made in a standard form which will be provided to the successful tenderer in due course. Where a Tax Clearance Certificate expires within the course of the contract the Office of Public Works reserves the right to seek a renewed certificate. All payments under the contract will be conditional on the contractors being in possession of a valid certificate at all times.

- (v) The Office of Public Works will not be liable in respect of any costs incurred by suppliers in the preparation of tenders or any associated work effort, including the supply of systems for evaluation and the return of such systems to suppliers, following such evaluation.
- (vi) The following conditions in relation to the Freedom of Information Act should be noted:
 - (a) The Office of Public Works undertakes to use its best endeavours to hold confidential any information provided by you in response to this invitation to tender, subject to the OPW's obligations under law, including the Freedom of Information Act, which comes into force on 21 April, 1998.
 - (b) Please note that in response to a request under the Freedom of Information Act, information not identified as sensitive (with supporting reasons) could be released. Therefore, in responding to this invitation to tender you should identify the specific information which you do not wish to be disclosed, stating the reasons for its sensitivity. This OPW will consult with you about this sensitive information before making a decision on any Freedom of Information request received.
- (vii) The work specified in this tender document must not be sub-contracted without the prior approval of the OPW.
- (viii) The successful tenderer should indemnify the OPW for any damage to property or injury to persons (including the successful tenderer's own staff) arising from work carried out by the successful tenderer on State property during the course of the contract. The successful tenderer should have appropriate insurance cover in this regard (limit of indemnity not less than €1.27M).
- (ix) The lowest or any tender may not necessarily be accepted.
- (x) The tender may be accepted in whole or part.

6. Payment terms

Full payment will be made on receipt of a valid invoice once the items have been delivered, installed and configured and are fully operational to the satisfaction of the OPW.

7. Further information

Enquiries should be directed to Philip Cogavin 01-6476153 (philip.cogavin@opw.ie).

8. Closing date

The deadline for receipt of tenders is **12 noon on Friday 3rd June 2011**. Tenders must be submitted to the secure post-box associated with this tender on the www.etenders.gov.ie website associated with this tender, and in addition copies must be emailed to **both** joe.greene@opw.ie **and** philip.cogavin@opw.ie. All tender documents submitted must be in PDF format.

Late Delivery of Tenders

The secure electronic postbox associated with this tender will reject submissions after the deadline for submission of tenders has elapsed. Documents submitted after expiry of the tender deadline will not be considered. Prospective contractors who intend to email submissions should ensure that they do so in good time in order to make allowance for any unforeseen network/server difficulties. Prospective contractors should also be aware of any size limitations currently in place on the uploading of documents to the secure electronic post-box facility on the www.etenders.gov.ie website. ***It is the responsibility of prospective contractors to ensure that all documents intended to accompany their submissions have in fact been uploaded and accepted by the etenders website.*** The Office will not consider any incomplete submissions, whether submitted in advance of the deadline or not.

The tender submitted to the secure electronic postbox will be deemed to be the definitive version in all cases of dispute.

Viruses

The eTenders server virus checker will scan all documents when they are uploaded and if a virus is detected the file will be deleted and the prospective contractor notified. Provided that the deadline has not passed, the prospective contractor will have the opportunity to replace the infected file with a 'clean' version.

Corrupt Documents

Corruption in documents cannot be detected when being uploaded to the eTenders server. You are advised to ensure that all documents uploaded are capable of being accessed. **Corrupt documents submitted to the secure postbox will be deemed not to have been received.** On expiry of the tender deadline, and after the postbox has been unlocked and submissions accessed, you will be informed if your document cannot be read and that it will not be considered. In the interests of openness, honesty and fairness in the tendering process no tender documents will be opened in advance of the deadline. The Office will not entertain requests to access submissions to determine whether corrupt or not, no matter how submitted, in advance of the tender deadline.