Annex A

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Department of Agriculture
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TERMS OF REFERENCE

Subscription of Dedicated Internet Access Service (IAS) for the Bureau of Agricultural and Fisheries Engineering (BAFE) Server, Various ICT Infrastructure and Various Management Information System

I. BACKGROUND

In the modern working environment, a fast and reliable internet facility is crucial to enable the staff of the Bureau of Agricultural and Fisheries Engineering (BAFE) to efficiently perform and deliver their expected outputs through digital platforms. The Bureau relies on Internet services for communication, collaboration, and accessing various tools and resources. Therefore, it is essential to upgrade the internet connection to address the growing demand for faster connectivity and ensure reliable performance. Having secondary internet access for servers and other network infrastructure is a common practice in the IT industry. It provides redundancy and reliability, ensuring that your Management Information Systems Such as ABEMIS, GEOAGRI, ARREMIS and other various systems of BAFE will remain accessible and operational even in the face of various challenges. Here are some key justifications for having secondary internet access:

II. PROJECT OBJECTIVES

The objectives of this project are as follows:

a. To establish reliable and efficient Internet connection for the Bureau of Agricultural and Fisheries Engineering (BAFE); and
b. To establish a secured network that is protected from viruses, data breaches, ransomware, threats, and the likes.

c. To Provide Redundant internet connections and ensure that our critical systems and services remain available even if one of the connections fails. This high availability is crucial for businesses that rely heavily on the internet for their operations and to avoid internet downtime.

d. To secure the proper distribution of the internet in the network traffic across them. This not only provides redundancy but also optimizes performance by balancing the load, preventing congestion on a single connection.

e. To reduce the risk of both connections failing simultaneously due to a common cause, such as a cut fiber cable. Secondary internet access with different internet service providers (ISP) or a different physical path, such as fiber optic and satellite connections is needed.

f. Redundant connections can enhance network security. For example, you can configure one connection for regular traffic and the other for secure or critical traffic, such as VPN access or sensitive data transmission. This segregation helps protect critical data from potential threats.

g. To provide redundancy and failover mechanisms in place to ensure data availability and operations continuity. Secondary internet access can help meet these compliance requirements.

h. To improve Quality of Service (QoS) With multiple internet connections, you can implement Quality of Service (QoS) policies to prioritize certain types of traffic, such as VoIP or video conferencing, over others. This ensures that critical applications receive the necessary bandwidth and low latency.

III. SCOPE OF WORK

The scope of work for this project includes:

a. Installation, configuration, and provision of at least 250 Mbps bonded Internet connection with fiber loops.
b. Provision of necessary devices, terminations, and other services required to set up the Internet connection;
c. Provision of 24X7 technical support services thru email support, chat support and other medium; and
d. Provision of diagnostic reports and updates in case of connection failure;

IV. DETAILED TECHNICAL REQUIREMENTS

Qualification of the supplier

The Internet Service Provider (ISP) should have the required qualifications under Republic Act No. 9184 to be eligible to submit bids. In addition, the ISP should have the following minimum qualifications:

a. Must be in the ISP industry for at least 5 years with supporting certificates or documents to be included in the submission;
b. Must have at least three (3) references from former clients who have completed contracts in the last five (5) years and are fully satisfied with the services provided. An endorsement letter may be provided as proof of satisfaction.
c. Must be a Telecommunication-grade provider that has an approved full congressional mega franchise as data and voice & VAS telco Provider and Holder of Certificate of Registration issued by the National Telecommunications Commission.
d. The (secondary) ISP must be different from the current/existing main/primary ISP of the Bureau.
e. The ISP must have and operate its own Backhaul going to Cable Landing Station. The Cable Landing Station may not necessarily be owned by the ISP. The ISP must provide during the post-qualification a detailed diagram of how the core network will pass through Backhaul as proof of requirement.

V. TECHNICAL SPECIFICATIONS

Unit	General Description	QTY	Unit Cost (PhP)	Total Cost (PhP)
lot	Internet Access Service (IAS), with at least 250 Mbps speed or more, and 5-usable public IP Addresses	1	726,812.00	**726,812.00**

VI. DUTIES AND RESPONSIBILITIES OF THE SUPPLIER

i. Schedule of requirements

Completes the installation, configuration, and provision of at least 250 Mbps Internet Connection within **Fifteen (15) calendar days from the receipt of the Notice to Proceed (NTP)**. Otherwise, the winning bidder shall pay the corresponding penalties/liquidated damages in the amount of one-tenth of one percent (1/10 of 1%) of the total contract price for every calendar day of delay after.

ii. Pre-installation Activities

The ISP should inform the BAFE about the schedules of installation and configuration of internet connection so that appropriate permits would be issued by BAFE prior to the commencement of any undertakings within the vicinity of the Sugar Regulatory Administration.

iii. Installation Activities

1. The ISP shall provide industry-standard materials needed, which include the provision of cables, cable runners and insulation, braces, RJ45 boots and other related materials needed in the installation and configuration of the said Internet Access Service..
2. The ISP shall set up Internet connection with at least 250 Mbps Committed Information Rate (CIR) connection bandwidth for both upstream and downstream network traffic flows.

iv. Testing

1. The testing period will be undertaken for a period of five (5) days with no service interruption;
2. The ISP shall provide the necessary testing equipment;
3. At least 250 Mbps Internet Connection speed must be attained during working hours.
4. During the testing period, the ISP shall not be held liable for performance degradation or interruptions beyond their control.There are external factors that ISPs cannot control. For example, power outages, fluctuations, equipment malfunctions, and international/regional backbone problems can all impact internet service. These are often beyond the ISP's control and

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CONFORME:

_____	_____
[Signature of Authorized Representative]	*[In the capacity of (Please indicate position of Authorized Representative]*

Duly authorized to sign Bid for and on behalf of _____
[Please indicate the name of company]