

# SCHEDULE OF REQUIREMENTS AND SPECIFICATIONS



Solomon Islands Government

Information & Communication Technology (ICT)

## Prequalified Suppliers

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The purpose of this Prequalified Supplier Agreement is to provide SIG with the best price possible for every supply of ICT goods and services.

The previous ICT Preferred Supplier Agreements had issues with changes in equipment availability and exchange rates meant that the suppliers could not guarantee costs for the length of the agreement. This resulted in some prices provided to SIG being not the best value for money.

This Prequalified Agreement changes the methodology of purchasing ICT Equipment to be a bidding process for every request for equipment. When a supplier prequalifies for a Lot, the supplier's email address will be added to an email group. Whenever a Ministry or Agency requests for goods or services, an email to the appropriate Lot Email Group will be sent. The Suppliers will all get this request for quote. The supplier can choose to respond to the request or not.

The Supplier responding to the request will respond to the email with a quote to the Ministry or Agency, as well as an Auditing Mailbox. The Ministry or Agency will then choose the lowest price bid of all responses that meets the Minimum Technical Requirements.

SIG ICT Services has a [RFQPrequalifiedFeedback@sig.gov.sb](mailto:RFQPrequalifiedFeedback@sig.gov.sb) email address where vendors can bring to SIG ICT Services attention any issues or concerns that the Vendor has seen or is worried about. These will be treated confidentially, with only Senior Management at SIG ICT Services reading these issues.

Issues could be:

- Non-Genuine Toners being supplied
- Not the lowest quotes being chosen
- Over-spec'd PCs being ordered without justification
- Taxes not being paid when required (suitcase vendors)

- Pressure on the Vendor to deliver goods outside the Agreement (delivery without LPO, delivery of PCs not to ICT Services, unexpected requests etc)

## Non-Compliance Notice

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SIG ICT Service will monitor and keep a record of Vendors/Supplier compliance and non-compliance as a check and balance in provisioning quality services to the Solomon Islands Government.

Vendors/Suppliers that on two repeated occasions supply goods and/or services that are not compliant will be removed from the Prequalified Supplier agreement Lot for the remainder of the agreement's term or for 1 year, whichever is the shorter.

Reasons for noncompliance can include:

- Supply of goods or services that do not meet the minimum technical standards, including supply of non-genuine goods or toners.
- Delivery of goods to any other location than SIG ICT Services building at Lengakiki, unless approved by SIG ICT Services beforehand
- Not including the Auditing Mailbox in any quote responses

Similarly, the Ministry of Finance and Treasury will do regular checks on the price of equipment and supplies that are part of this agreement.

When a Vendor/Supplier is first found to be in breach of the above, an email and a letter will be sent to the Vendor/Supplier to ensure that the Vendor/Supplier is aware of the possibility of being removed from the prequalified supplier Lot agreement with a second breach.

Being removed from the Prequalified Supplier for breach of one Lot will NOT result in being removed from any other Prequalified Supplier Lot agreements with SIG.

## Minimum Technical Requirements

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The following SIG ICT Minimum Technical standards contained in this document have been introduced to guide the Solomon Island Government Ministries, Agencies, and development partners in procuring of ICT Hardware or Software that will be used by the Solomon Islands Government. The SIG ICT Minimum Technical standards applies to desktops computers, Monitors, All-In-One Desktop, Laptops, Servers, Photocopier, Printers and Multi-functional devices (MFDs) and their consumables. A Software Development guide with instructions on Software Purchase and Networking Equipment and Structured Cabling Works forms part of the standards.

The SIG ICT Minimum Technical standards ensures that ICT hardware and software are;

- Technically complete and compliant
- Fit for Purpose
- Sustainable over the estimated lifetime of the equipment
- Maintainable over the estimated lifetime of the equipment
- Poses no Security threat to the SIG ICT WAN and Infrastructure

Please contact the Solomon Islands Government - Information Communications Technology Services (SIG ICTS) on 24580/27668 or email SIG ICT Services-helpdesk at [helpdesk@sig.gov.sb](mailto:helpdesk@sig.gov.sb) or Client Support team at [ICTClientSupportTeam@sig.gov.sb](mailto:ICTClientSupportTeam@sig.gov.sb) any queries regarding the SIG ICT Minimum Technical standards.

### Request for Quote process.

All ICT equipment and services procured by SIG Ministries and Agencies must adhere to the following steps.

- I. All Prequalified Suppliers are included in a Group Email address for each Lot. Only Suppliers approved by the CTB under this Expression of Interest will be included.
- II. The Ministry or Agency sends an email for a Request for Quote to the Group Email of Prequalified Suppliers for that Lot.
- III. The Prequalified Supplier can choose to respond to the RFQ or not.
- IV. If the Supplier responds, the Supplier will email the Ministry or Agency requesting the RFQ as well as the Audit Mailbox

- V. The quotes must include all taxes and duties payable. No quotes are to be provided as 'ex-tax' to make the quote appear cheaper.
- VI. The Ministry or Agency will choose the lowest value quote and respond to the successful Supplier. The quotes must include all taxes and duties payable. No quotes are to be provided as 'ex-tax' to make the quote appear cheaper.
- VII. The Ministry or Agency will follow the standard procurement process for the lowest value quote.

#### ICT Procurement process.

All ICT equipment including Software purchased by SIG ministries must be purchased as per SIG Procurement standards. All Goods must be delivered to the SIG ICT Services office at Lengakiki by the supplier, unless agreed to otherwise by SIG ICT Services.

- I. MoFT payments receives Payment Requisition for ICT goods or services
- II. The purchase requisition is submitted to ICTS with Quotation of the ICT equipment by MoFT Payments.
- III. ICTS verifies the specifications against the SIG ICT Minimum Technical standards, if appropriate.
- IV. A Standard SIG ICT Purchase Checklist is used for the verification process.
- V. If NON-Compliant, Payment Requisition is returned to purchasing Ministry.
- VI. If compliant, the Standard SIG ICT Purchase Checklist is signed off and attached to the payment requisition and returned to MoFT payments for processing.
- VII. A SIG Local Purchase Order (LPO) will then be produced by MoFT payments.
- VIII. Upon an SIG LPO, the Supplier MUST and is responsible to deliver equipment to the ICTS office at Lengakiki, Honiara to ensure the equipment supplied matches the LPO.

*"All ICT deliveries shall undergo a full compliance check that includes physical verification, technical auditing and Asset tagging and will be recorded into the SIG Asset management system."*

#### Generic Standards.

To ensure that goods purchased meet the minimum requirements of SIG, there is some generic minimum technical standards required by SIG for ICT Equipment.

These minimum standards must be adhered to, to ensure that quality and safety of the SIG Network be maintained.

These standards are the minimum requirements. This would be sufficient for almost all users within SIG. However, anything exceeding these minimum requirements must be justified by the Ministry, to ensure that the Ministry is being over-quoted.

## **Warranty**

All ICT equipment must provide for a one-year onsite hardware and labour maintenance warranty. The one-year onsite hardware and labour maintenance warranty is to guarantee the repair or replacement of all faulty hardware within fourteen working days after assessed by the supplier. The Supplier shall undertake initial inspection and fault diagnosis within three (3) working days of the fault being reported by ICTS. Faulty equipment must be reported to ICTS helpdesk via email [HelpDesk@sig.gov.sb](mailto:HelpDesk@sig.gov.sb) for initial diagnosis and escalation.

1.1 All software product Keys, Documentation and media shall be surrender to SIG ICTS office, at Lengkiki.

1.2 SIG shall ONLY accept **BRAND NEW** equipment. Refurbished/Used or second-hand computers will NOT be accepted for purchase by SIG and its agencies.

## Technical Standards.

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The following SIG ICT Minimum Technical standards contained in this document have been introduced to guide the Solomon Island Government Ministries, Agencies, and development partners in procuring ICT Hardware or Software that the Solomon Islands Government will use. The SIG ICT Minimum Technical standards apply to desktop computers (Mini and workstation), Monitors, All-In-One Desktops, Laptops, Apple computers, Servers, photocopiers, Printers, and Multi-functional devices (MFDs) and their consumables. A Software Development guide with instructions on Software Purchase and Networking Equipment and Structured Cabling Works forms part of the standards.

The SIG ICT Minimum Technical standards ensure that ICT hardware and software are;

- Technically complete and compliant
- Fit for Purpose
- Sustainable over the estimated lifetime of the equipment
- Maintainable over the estimated lifetime of the equipment
- Poses no Security threat to the SIG ICT WAN and Infrastructure

Please get in touch with the Solomon Islands Government - Information Communication Technology Services (SIG ICTS) on 24580/27668 or email SIG ICT Services-helpdesk at [helpdesk@sig.gov.sb](mailto:helpdesk@sig.gov.sb) or Client Support team at [ICTClientSupportTeam@sig.gov.sb](mailto:ICTClientSupportTeam@sig.gov.sb) any queries regarding the SIG ICT Minimum Technical standards.

### Non-Compliance Notice

SIG ICT Service will monitor and keep a record of Vendor/Supplier compliance and non-compliance as a check and balance in provisioning quality services to the Solomon Islands Government.

Vendors/Suppliers that on two repeated occasions supply goods and services that are not compliant with these SIG ICT Minimum Technical standards will be removed from this Preferred Supplier agreement for the remainder of the agreement's term or 1 year, whichever is the shorter.

Similarly, the Ministry of Finance and Treasury will do regular checks on the price of equipment and supplies that are part of this agreement. If the Vendor/Supplier is more than 20% more expensive than the nearest rival quote over two repeated occasions, the Vendor/Supplier will be removed from this pre-qualified agreement for the remainder of the agreement's term or 1 year, whichever is shorter.

When a Vendor/Supplier is first found to be in breach of the above, an email and a letter will be sent to the Vendor/Supplier to ensure that the Vendor/Supplier is aware of the possibility of being removed from the preferred supplier agreement with a second breach.

Being removed from the Preferred Supplier for breach of one part will result in being removed from any other Preferred Supplier agreements with SIG.

Please note that this condition also relates to any consumables needed for these ICT Goods, in particular for Genuine Printer Consumables, such as printer cartridges, toners and paper.

## **ICT Delivery Instructions.**

All ICT equipment including Software purchased by SIG ministries must be delivered to the SIG ICT Services office at Lengakiki by the supplier.

- VIII.** Refer to SIG Pre-Qualified Arrangement Procedure for purchasing ICT goods (Equipment).
- IX.** Upon delivery of ICT equipment in the SIG ICT Services Office, the following documents are required:
  - a** Delivery Docket
  - b** Copy of the Quote
  - c** Copy of the Email
  - d** Copy of the LPO Document
- X.** SIG ICT Services will carry out a verification of delivered ICT equipment against the SIG ICT Minimum Technical standards using a standard SIG ICT Services Checklist and Certification of Compliance (See Attachment B further below).

- XI. If NON-Compliant, Payment Requisition is returned to Purchasing Ministry.
- XII. If compliant, the Standard SIG ICT Purchase Checklist is signed off attached to the payment requisition and returned to MoFT payments for processing.

*"All ICT deliveries shall undergo a full compliance check that includes physical verification, technical auditing and Asset tagging and will be recorded into the SIG Asset management system."*

## Generic Standards.

### 1.0 Warranty

All ICT equipment must be supplied with a ONE-year ON-SITE hardware and labour maintenance warranty. The ONE-year ON-SITE hardware and labour maintenance warranty is to guarantee the repair or replacement of all faulty hardware within fourteen working days after being assessed by the supplier. The Supplier shall undertake initial inspection and fault diagnosis within three (3) working days of the fault being reported by ICTS. Faulty equipment must be reported to the ICTS helpdesk via email [HelpDesk@sig.gov.sb](mailto:HelpDesk@sig.gov.sb) for initial diagnosis and escalation.

1.1 All motherboard/Hardware Drivers must be fully installed.

1.2 ALL hardware drivers and application software must have 64-bit versions supplied.

1.3 All software product Keys, Documentation and media shall be surrendered to the SIG ICTS office, at Lengkiki.

1.4 SIG shall ONLY accept **BRAND-NEW** equipment. Refurbished/Used or second-hand computers will NOT be accepted for purchase by SIG and its agencies.

### 2.0 Desktops Computers for Windows OS.

SIG ICTS recommends systems that meet or exceed the following specifications:

#### 2.1 Hardware Specifications

- Processor (CPU): i5 Processor (13th generation or newer) or equivalent
- Memory: Minimum 8GB of RAM or More



- Internal Storage: 256GB Solid State Drive (SSD)
  - Power: 240V ATX Power supply unit
  - Network: On-board 100/1000 Mbps based Ethernet NIC
  - USB Optical mouse, mouse pad, USB keyboard, and all necessary cables
  - UPS: 650VA with surge protection
  - 2 x Video outputs – HDMI (REQUIRED), DisplayPort & VGA (Optional)
- (If no HDMI port is available, then must supply a Display Port to HDMI cable)
- Optional: webcam

## 2.2 Monitors/Display.

- Monitor minimum 23 inch, 4K UHD (3840 x 2160) IPS (1920x1080 Full HD) image quality.
- Interface Ports: HDMI (REQUIRED), Display Port (DP) and VGA (Optional)
- HDMI Cable
- Power rating: 240V

2.3 Software: SIG ICT Services will be responsible for installing Windows OS and MS Office therefore all desktop computers should come only with trial versions of Windows OS and MS Office OR NO preinstalled software at all.

**3.0 All-In-One Desktop (AiO Systems):** Specifications for Desktop computers (windows OS) are also applicable here.

**4.0 Desktop Computers for Apple (MacOS).** Please consult the ICTS Assets and Procurement team for procurement of iMacs or similar.

## 5.0 Laptop for Windows Operating System (OS).

SIG ICTS recommends systems that meet or exceed the following specifications.

### 5.1 Hardware Specifications.

- Processor (CPU): i5 Processor (13th generation or newer) or equivalent
- Memory: Minimum 8GB RAM or More.
- Internal Storage: 250 GB Solid State Drive (SSD)
- Onboard Wireless NIC
- 100/1000 Mbps Ethernet NIC or Ethernet USB adaptor
- Padded Carry Case appropriate for a delivered model
- High speed HDMI cable required for external HDMI Monitor
- All appropriate cables necessary
- 240V 3-pin APC Notebook Surge Protector

- Trusted Platform Module (TPM)

**5.2 Software:** SIG ICT Services will be responsible for installing Windows OS and MS Office therefore all desktops' computers should come only with trial versions of Windows OS and MS Office OR NO preinstalled software.)

## 6.0 Laptops for Apple (MacOS)

SIG ICTS recommends systems that meet or exceed the following specifications.

### 6.1 Hardware Specifications.

- MacBook Air & MacBook Pro with M2 or M3 chip
- 256 GB SSD
- 8GB RAM
- HDMI output adapter required for external HDMI Monitor

Note: Supplier will be responsible for installing of MS Office. ICTS will not be responsible to provide MS Office for apple computers.

## 7.0 Photocopier.

All photocopiers procured must have an option to connect to the network. Please contact the SIG ICT Services for advice when procuring photocopying equipment.

## 8.0 Printers.

All printers must have an inbuilt Ethernet network interface card. **Printers purchased for SIG Provincial offices MUST have an inbuilt 1GB Ethernet network interface.** Please consult SIG ICT Services for any queries. Note: SIG ICT Services strongly recommends purchasing LaserJet printers instead of Inkjet, because they are durable and economically viable.

### 8.1 Mid-range black and white printer

SIG ICTS recommends systems that meet the following specifications.

- Ethernet-enabled
- Black toner only
- Duty Cycle less than 20,000 pages per month
- No scanning functions

- Includes a duplex unit

## 8.2 Mid-range Multifunction (Printer, Copier, Scanner)

SIG ICTS recommends systems that meet the following specifications.

- Ethernet enabled
- Black toner only
- Duty Cycle greater than 20,000 pages per month
- Scan to e-mail and file share. Multi-page scan.
- Output to jpg and pdf format
- Includes a duplex unit
- With Photocopying functionality
- Ethernet-enabled

## 8.3 Mid-Range Colour printer

SIG ICTS recommends systems that meet the following specifications.

- Ethernet enabled
- Duty Cycle less than 20,000 pages per month
- No scanning functions
- Includes a duplex unit
- No photocopy functions
- Ethernet enabled

## 9.0 Software Development Guide

### 9.1 Develop requirement specs:

SIG ministry wishes to engage a software developer and must develop a comprehensive set of functional requirement specifications to be included in the request for quotation (RFQ) or request for tender (RFT). The SIG ICT Services IS team has in place the [SIG ICTS IS Development Procedure 2016](#) (or later) which can provide governance and operational

guidance when undertaking such works. Please email SIG ICT Services -IS Team [ICTISTeam@sig.gov.sb](mailto:ICTISTeam@sig.gov.sb) for more information.

#### **10.1 Acceptance testing:**

SIG ministry wishes to engage a software developer and must develop a set of acceptance tests checklist before acceptance testing. The SIG ICT Services can assist in providing technical guidance to develop an acceptance tests checklist.

#### **10.2 User and Training:**

The vendor (software developer) engaged must provide the required documentation, user guide and user training at the final phase of the development cycle.

#### **10.3 Payments for software development:**

All payments for software/website development shall made in instalments, based on milestones of work completed. A final payment shall be made only upon handing over of all the intellectual property and source code to SIG as well as the user guide and all other required documentation.

#### **10.4 Support and Maintenance.**

Any software development contract must be followed by an annual Support Level Agreement (SLA) which gets reviewed annually.

#### **11.0 Software Purchase**

Ministry wishes to purchase new software must consult ICTS for advice or awareness regarding the software functionalities, scalability, sustainability, license agreement type, and capability to be centrally installed to void the proliferation of different applications that serve the same purpose. The SIG ICTS IS team has in place the [SIG ICTS IS Team Proprietary Software Procurement Procedure 2016](#) (or later) which can provide governance and

operational guidance when undertaking such works. Please email [ICTISTeam@sig.gov.sb](mailto:ICTISTeam@sig.gov.sb) for more information.

## 12.0 Networking Equipment

### 12.1 Switch

All network switches must be Enterprise PoE network-managed Layer 3 switches, only Cisco switches are acceptable on the SIG WAN.

### 12.2 Structure Cabling

The scope of work for the provision of carrying out Structured cabling in the SIG offices includes supply, installation, testing, labelling, documentation and commissioning.

Installation shall only be carried out by Structured Cabling contractors who hold a valid Structured Cabling certification from a recognized institution. Cabling certificates are not transferrable and cannot be used by another Company to perform cabling works at any SIG offices. Established Network cabling providers who wish to perform work for SIG must provide a copy of their business registration, business license, tax identification number (TIN) and structured cabling certification/registration to ICTS for scrutiny and approval to be included in the Group email for SIG Certified Structured cabling providers. RFQs will be emailed to those on the Group email list only.

Information on SIG Certified Cabling providers and their respective certifications can be obtained by emailing [ICTInfraTeam@sig.gov.sb](mailto:ICTInfraTeam@sig.gov.sb). SIG will only engage Structured Cabling providers who are certified to carry out structured CAT6 cabling work.

All network cabling and cabling installation MUST meet Category 6 standards fully.

As a guide, please refer to the Australian Cabling Rules and Standards AS/CA S009:2020 Installation requirements for customer cabling (wiring rules).

All data cabling installations are to be fully documented with data cabling diagrams that show the physical location of the cable runs within or between buildings as per the AS/CA S009:2020 standards.

Cabling and documentation that does not adhere to the AS/CA S009:2020 standard will be requested to be re-run to these standards.

Two repeated failures to adhere to the AS/CA S009:2020 will result in the Vendor/Supplier being removed from the Preferred Suppliers agreement and will not be used by SIG, as per the Non-Compliance notice at the start of this document.

Please contact the SIG ICT services for advice when procuring any networking equipment or cabling (LAN).

## LOT 1 - ICT Equipment

SIG ICTS does not recommend any particular brands; however, the manufacturer must be reputable and have an established presence on the internet for diagnostic purposes and downloading of drivers.

Lot 1 is for all ICT Equipment not specified in other Lots.

Examples of ICT Equipment include:

Desktops (PCs), Laptops, Apple Macs, All in Ones (PCs), Monitors, UPS, Computer Peripherals (such as Wireless dongles, Wired Dongles, Keyboards, Mice, Memory Sticks, External Dives etc), Tablets, Video Conferencing Equipment, Thin Clients as examples.

It also includes Networking equipment such as Switches, Wireless Access Points, Routers etc.

All network switches must be an Enterprise PoE or non PoE Managed Layer 3 switches, only Cisco and HP Aruba switches are acceptable on the SIG WAN.

All Wireless Access Points must be of the current ICT Services approved models. This is currently Cambium Wireless Access Points and Radwin radio links. This may change as per SIG ICT Services needs.

For Windows PCs and Laptops, the vendor does not supply Windows OS or MS Office Licences. That will be provided by SIG ICTS.

For Apple MacOS devices, the vendor will supply a MS Office Licence or accepted equivalent.

A minimum standard is required for some equipment as outlined below.

Suppliers are not to bid for any equipment below these specifications. Any equipment supplied below these specifications will be considered a breach of the Prequalified Agreement.

### 1.0 Desktops Computers for Windows OS.

SIG ICTS recommends systems that meet or exceed the following specifications:

### 1.0.1 Hardware Specifications

- Processor (CPU): i5 Processor (13th generation or newer) or equivalent
- Memory: 8GB of RAM
- Internal Storage: 256GB Solid State Drive (SSD)
- Power: 240V ATX Power supply unit
- Network: On-board 100/1000 Mbps based Ethernet NIC
- USB Optical mouse, mouse pad, USB keyboard, all necessary cables
- UPS: 650VA with surge protection
- 2 x Video outputs – HDMI (REQUIRED), DisplayPort & VGA (Optional)

(If no HDMI port is available, then must supply a Display Port to HDMI cable)

- Optional: webcam

### 1.1 Monitors/Display.

- Minimum 22" Wide Screen LCD Monitor (1920×1080 native resolution)
- Video Input Interface Ports: HDMI (REQUIRED), DisplayPort & VGA is Optional.
- HDMI Cable
- Power rating: 240V

1.2 Desktops Computers for Apple (MacOS). Please consult ICTS Assets and Procurement team for procurement of iMacs or similar.

### 1.3 Laptop for Windows Operating System (OS).

SIG ICTS recommends systems that meet or exceed the following specifications.

#### 1.3.1 Hardware Specifications.

- Processor (CPU): i5 Processor (13th generation or newer) or equivalent
- Memory: 8GB RAM.
- Internal Storage: 250 GB Solid State Drive (SSD)
- On board Wireless NIC
- **100/1000 Mbps Ethernet NIC or Ethernet USB adaptor**
- Padded Carry Case appropriate for delivered model
- All appropriate cables necessary
- 240V 3 pin APC Notebook Surge Protector
- Trusted Platform Module (TPM)

### 1.4 Laptops for Apple (MacOS)

SIG ICTS recommends systems that meet or exceed the following specifications.

#### 1.4.1 Hardware Specifications.

- MacBook Air M2 & MacBook Pro
- 256 GB SSD
- 8GB RAM
- HDMI output adapter required for external HDMI Monitor

## LOT 2 - Printers and Multifunction Devices

SIG ICTS does not recommend any particular brands; however, the manufacturer must be reputable and have an established presence on the internet for diagnostic purposes and downloading of drivers.

#### 2.0 Photocopier.

All photocopiers procure must have an option to connect to the network. Please contact the SIG ICT Services for advice when procuring photocopying equipment.

#### 2.1 Printers.

All printers must have an inbuilt Ethernet network interface card. **Printers purchased for SIG and Provincial offices MUST have inbuilt 1GB Ethernet network interface.** Please consult SIG ICT Services for any queries. Note: SIG ICT Services strongly recommend purchasing of LaserJet printers instead of Inkjet, because they are durable and economically viable.

#### 2.2 Mid-range black and white printer

SIG ICTS recommends systems that meet the following specifications.

- Ethernet-enabled
- Black toner only
- Duty Cycle less than 20,000 pages per month
- No scanning functions
- Includes a duplex unit

#### 8.2 Mid-range Multifunction (Printer, Copier, Scanner)

SIG ICTS recommends systems that meet the following specifications.

- Ethernet enabled
- Black toner only
- Duty Cycle greater than 20,000 pages per month



- Scan to e-mail and file share. Multi-page scan.
- Output to jpg and pdf format
- Includes a duplex unit
- With Photocopying functionality

### 8.3 Mid-Range Colour printer

SIG ICTS recommends systems that meet the following specifications.

- Ethernet enabled
- Duty Cycle less than 20,000 pages per month
- No scanning functions
- Includes a duplex unit
- No photocopy functions

### 8.3 High end Colour or Black Multifunction (Printer, Copier, Scanner)

SIG ICTS recommends systems that meet the following specifications.

- Ethernet enabled
- Colour or Black Printing
- Duty Cycle greater than 50,000 pages per month
- Scan to e-mail and file share. Multi-page scan.
- Output to jpg and pdf format
- Includes a duplex unit
- With Photocopying functionality

## LOT 3 - Printer Toners and Printer Consumables

All printer toner and consumables will be delivered to the Ministry right away. This lot will include all print toner cartridges, trash bottles, ribbons, drums, and fusers. This will include reams of paper. All toners must be genuine. Supply of Non-Genuine toners is not acceptable and will be considered a breach of the agreement.

## LOT 4 – Structured Cabling

The scope of work for the provision of carrying out Structured cabling in the SIG offices includes supply, installation, testing, labelling, documentation, and commissioning.

Installation shall only be carried out by Structured Cabling contractors who hold a valid Structured Cabling certification from a recognized institution. Cabling certificates are not transferrable and cannot be used by another Company to perform cabling works at any SIG offices. Established Network cabling providers who wish to perform work for SIG must provide a copy of their business registration, business license, tax identification number (TIN) and structured cabling certification/registration to ICTS for scrutiny and approval to be included in the Group email for SIG Certified Structured cabling providers. RFQs will only be emailed to those on the Group email list only.

Information on SIG Certified Cabling providers and their respective certification can be obtained by emailing [ICTInfraTeam@sig.gov.sb](mailto:ICTInfraTeam@sig.gov.sb) SIG will only engage Structured Cabling providers who are certified to carry out structured CAT6 cabling work.

All network cabling and cabling installation MUST meet Category 6 standards fully.

As a guide, please refer to the Australian Cabling Rules and Standards AS/CA S009:2020 Installation requirements for customer cabling (wiring rules).

All data cabling installations are to be fully documented with data cabling diagrams that show the physical location of the cable runs within or between buildings as per the AS/CA S009:2020 standards.

Cabling and documentation that does not adhere to the AS/CA S009:2020 standard will be requested to be re-run to these standards.

Two repeated failures to adhere to the AS/CA S009:2020 will result in the Vendor/Supplier being removed from the Preferred Suppliers agreement and will not be used by SIG, as per the Non-Compliance notice at the start of this document.

Networking equipment can also be purchased under this Lot as far as it relates to the Structured Cabling being installed.