

PEACE CORPS

Overseas Request for Quotation (RFQ) for Supplies/Services/Equipment

Date: May 18, 2021

Peace Corps intends to offer a firm-fixed price contract for a fiber dedicated internet connectivity solution for our head office in Accra, sub-offices in Tamale and Kumasi and our training center in Dodowa. The contract will include initial set-up costs for installation and equipment and monthly fees for Internet Service.

Interested vendors should submit a quote/proposal for the services as described in this RFQ.

Quotes/proposals are due electronically to the emails listed below by 5:00 p.m. on June 17, 2021.

Email: GH-jobs@peacecorps.gov

Any questions regarding the RFQ may be addressed to Rexford Asamoah on rasamoah@peacecorps.gov. No phone inquiries will be accepted. Offers received after the closing date will not be accepted.

Technical Questions only: Contact Paul Anim Ampadu, (233) (0)302.744.608, - (0)544.341.654, pampadu@peacecorps.gov

- A. Price/Period of Performance:** August 1, 2021 July 31, 2022 with options for renewal based on performance

Services or Equipment

Item	Description	Total Price
001	Set-up/Installation for 20 megabyte dedicated fiber optic Link connection for Accra Office	
002	Set-up/Installation for 3 megabyte fiber dedicated connection for Kumasi sub office	
003	Set-up/Installation for 5 megabyte dedicated connection for Tamale sub office	
004	Set-up/Installation for 8 megabyte dedicated fiber optic Link connection for Dodowa Training Center	
005	Backup Radio Link - Accra Office	
008	Monthly Internet Service – Accra (20MB)	
010	Monthly Internet Service – Kumasi (3MB)	
011	Monthly Internet Service – Tamale (5MB)	
012	Monthly Internet Service – Dodowa (8MB)	
013	Accra office - Three public internet protocol addresses (minimum)	
014	Kumasi - two public internet protocol addresses (minimum)	
015	Tamale- two public internet protocol addresses (minimum)	
017	Cisco Router	
Total		

Supplier Unit Quotes shall be a Firm Fixed-Price, and inclusive of any administrative or overhead costs to include any required travel for installation and any required taxes.

All prices shall be quoted in US Dollars (US\$)

B. Statement of Work/Specifications

Installation should include the dedicated line for connectivity, internet protocol addresses as describe above and an appropriate Cisco Router for each installation. **Please note below if any equipment or part of the installation falls under a warranty.**

The Accra office should have 20MB dedicated internet service, the Kumasi sub-office, 3MB and the Tamale sub-office, 5MB of dedicated internet service. The Dodowa Training Center should have 8MB dedicated internet service .The Accra office have a radio link setup as a backup to the fiber cable.

We rely on these internet services on a daily basis. Therefore, the service provided must be backed up by excellent customer and technical service in the event issues arise during the contract timeframe.

C. Location of Work

- 4th Dade Walk, Labone, Accra
- I/A Vittim Estates, Tamale
- 7B Anwomaso, Kumasi
- A/123 Nanoman, Dodowa Rd, Dodowa

D. Delivery Schedule

Delivery Date(s):

Item	Description	Date	Payment
001 - 004	Set-up/installation of dedicated connections for Accra, Dodowa, Kumasi, Tamale.		30 days after performance and acceptance
005-012	Monthly Internet Service		Quarterly basis with appropriate invoices
013-016	Internet Protocol Addresses for Accra, Dodowa, Kumasi, Tamale,		30 days after performance and acceptance
017	Cisco Router		30 days after performance and acceptance

Delivery Contact:

POC Name: Paul Anim Ampadu
 Phone Number: +233-(0)544.341.654

E. Acceptance Criteria

ISP shall guarantee 99.9% availability of the internet solution provided on a yearly basis. Network unavailability will be defined as being when the Peace Corps network monitoring system cannot reach a set of defined targets within and outside the ISP network. ISP shall provide reliable target(s) that can be used for network monitoring. ISP shall provide a guarantee that 98% of the bandwidth will be available, at any moment, to reach a destination within the Peace Corps network.

Latency Guarantee ISP shall provide a guarantee that average RTT will not exceed more than 30% the values provided in the baseline RTT for 99% of the time on a monthly basis.

Packet Loss ISP shall provide a guarantee that packet loss will not exceed 0.01% for 99% of the time on a monthly basis. Packet loss will be measured from Peace Corps network monitoring system by sending probes to a set of defined targets within and outside the ISP network. ISP shall provide reliable target(s) that can be used for this purpose.

No limitation on traffic/ports, no filtering or blocking of port and no proxy servers on the network.

All internet protocol traffics (IPsec, UDP, TCP) shall be allowed. No bandwidth usage limits and no throttling of speed. No limit on data consumption.

Restoration Times ISP shall guarantee that service will be restored in: 2 hours for a circuit.

SLA violations ISP shall provide a document that describes compensations based on requested SLAs. For this purpose, ISP shall provide a reporting platform which shows statistics and service performance.

Installation Time Service shall be activated within 30 calendar days from contract agreement.

Maintenance Windows Notice of planned maintenance must be given to Peace Corps POC at least 5 working days before the activities take place

F. Contract Terms and Conditions

The Contractor shall furnish all personnel, equipment, supplies, materials, and services in conformance with the terms and conditions of this contract.

The Contractor shall be paid, upon submission of proper vouchers and acceptance by the Contracting Officer (or his/her designate) for performance under this contract. Payment for work under this contract shall be made in accordance with the delivery schedule above via EFT.

Final inspection and acceptance of the supplies and services called for under this contract shall be made by the Contracting Officer and Technical Point of Contact. Notwithstanding any other payment provision of this contract, failure of the Contractor to perform or deliver required equipment, supplies and services will result in the withholding of payments under this contract, unless such failure arises out of causes beyond the control, and without the fault or negligence of the Contractor, as provided for in the clause entitled "Default" and "Termination for Convenience" as applicable. The Government shall promptly notify the Contractor of its intention to withhold payment of any invoice or voucher submitted.

All arrangements for shipping shall be made by the Contractor. All shipping charges shall be included in the item prices.

Notwithstanding the Contractor's responsibility for total management during performance of this contract, the administration of the contract will require maximum coordination between the Peace Corps and the Contractor.

Full Terms and Conditions will be provided to the winning bid upon awarding of the contract.

G. Peace Corps Payment Schedule and Terms

Supplier will receive payment for set-up/installation in approximately 30 days after acceptance and receipt of valid/accurate invoice. Monthly fees will be paid quarterly with appropriate invoices. All payments will be made via EFT.

H. Evaluation Factors:

Award will be made after consideration of the following factors as marked below:

- Price
- Delivery Timeframe
- Payment Terms
- Warranties
- Past Performance/Reference Checks
- Proposed Service Level Agreement (SLA) terms and conditions
- Average time to solve a problem
- Other Customer Service – *Please specify in response how customer service is provided*

Award may be made to other than the low priced quote. The award will be made to the total quote that offers the best value in accordance with the above evaluation factors.

I. Instructions to Vendors:

- a. Please read RFQ in its entirety including factors that will be considered in making award in Section H.
- b. Return completed RFQ by due date as follows:
 - 1) Fill in prices in Section A

- 2) Unless delivery date(s) are provided, provide delivery date(s) in Section D.
- 3) List/state any other terms or items in Section J not requested in the RFQ that is believed would benefit Peace Corps and would improve consideration for selection. These terms/items must not increase the prices quoted in Section B.
- 4) Sign and return RFQ by required due date.

J. Other Terms/Items Offered at No Additional Cost:

SUPPLIER AUTHORIZED REPRESENTATIVE

Name: _____ Position/Title: _____

Signature: _____ Date: _____

Phone: _____ Email: _____