

承投提供學校寬頻及無線網絡(Wi-Fi)服務
2020年9月1日至2023年8月31日(共3年)
招標書

(請投標商不可在投標書封面上顯示 貴公司的身份)

學校檔號：2020TDR09

敬啟者：

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「承投提供學校寬頻及無線網絡(Wi-Fi)服務
2020年9月1日至2023年8月31日(共3年)投標書」
寄往：香港上環律打街天主教總堂區學校

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此致

天主教總堂區學校




宗藹雯校長

日期：二零二零年六月八日

- 附件：
1. 投標機構承諾書
 2. 投標附表
 3. 不擬投標通知書

承投提供學校寬頻及無線網絡(Wi-Fi)服務
2020年9月1日至2023年8月31日(共3年)
投標機構承諾書(須填具一式兩份)

學校名稱及地址：天主教總堂區學校 香港上環律打街
學校檔號：2020TDR09-01
截標日期及時間：2020年6月29日下午四時正

第一部分

下方簽署人願意按照所列的日期及價格(其他費用全免)，以及校方提出的要求，提供投標附表上所列項目的全部或部分服務。而完成服務及/或服務提供日期將於正式合約上註明。下方簽署人知悉，所有未經特別註明的項目，均需按照該細則的規定提供服務；投標書由上述截標日期起計90天內仍屬有效，校方不一定採納索價最低的投標書或任何一份標書，並有權在投標書的有效期內採納某份投標書的全部或部分內容。下方簽署人亦保證其機構的商業登記、保險及僱員補償均屬有效。

第二部分

再行確定投標書的有效日期

有關本投標書的第一部分，現再確定本公司的投標書有效日期由2020年6月29日起為90天。

下方簽署人亦同意，投標書的有效期一經再行確定，其機構就該事項註明於投標表格內的預印條文，即不再適用。

簽署：_____ 職銜：_____

上方簽署人已獲授權，代表_____

(機構名稱)簽署投標書，該機構在香港註冊的辦事處地址為

電話號碼：_____

傳真號碼：_____

日期：2020年 月 日

I. Tender Schedule

(should be submitted in duplicate)

1. Introduction

The Contractor is invited to

- Free fibre installation and service provisioning
- Build up a Wi-Fi network in **Catholic Mission School**; and
- Provide and maintain a Wi-Fi service through subscription mode.

2. Background

The School will **enhance / top up** the IT infrastructure so as to set up the necessary Wi-Fi environment in the school premises (full Wi-Fi coverage in ALL classrooms) for supporting e-learning in class. Regarding the enhancement of Wi-Fi infrastructure, we would like to hire a contractor to design, build, operate and maintain the whole infrastructure; and to pay for the service by subscription thereafter, through a **subscription** model.

3. User Requirements

This section specifies the user requirements of the School fibre broadband and Wi-Fi network. The Contractor shall be capable of supporting the requirements set out below.

3.1 Standard Provision

- **School Fibre Broadband** – 1Gbps (upstream and downstream), Free router on-loan, free school domain name(.edu.hk), 16 fixed IP addresses will be assigned, web Content Filtering Service and included DNS mapping.
- **Firewall-as-a-Service for ITED**
 - The performance of the Firewall shall not be degradable.
 - Network Address Translation (NAT) is required.
 - Access Control Policy, Content Filtering and Anti-Malware services are required.
 - The configuration settings of the cloud appliance shall control all incoming and outgoing Internet traffic, serving as the sole entry and exit point between the Internet and School's ITED network.
 - The cloud appliance shall provide Intrusion prevention System in order to prevent signature based attacks such as imminent security policy violation and shall not impact the performance of the Broadband Line provided by the ISP
 - The school shall have administrative rights to change and configure the standard blacklist and website white list of the firewall.
 - The service shall be a Value added service of the broadband internet provided

The subscription renewal and maintenance shall be the responsibility of the contractor

- **Wi-Fi Internet Connectivity** – use **Wi-Fi 6** network or above in a standard classroom. The

minimum number of classrooms to be covered shall be at least equal to the number of approved classes for the 2020/21 school year.

- **Number of Concurrent Connection** – commensurate with the maximum number of students, say **40 students**, in a class with at least **2.5Mbps** upload / download bandwidth per connection.
- **Number of classrooms using Wi-Fi concurrently.**
- **Authentication Method** – use 802.1x standard based authentication and Hong Kong Education City single sign-on services.
- **Session Control** –Hong Kong Education City authentication service can support one device or multiple devices to connect based on user group (student, teachers).
- **Internet Content Filtering Service** – Cloud based Internet Content filtering profile commonly adopted by most schools with ability to create black / White list filters and managed by vendors and school. (Support broadband and Wi-Fi Network)
- **Existing Network Facilities** – not rely on any existing network facilities and cabling of the School, nor interfere with the existing Wi-Fi network of the School. The Wi-Fi network shall be physically separated from the school network
- **Broadband Network** – use separate broadband for the Wi-Fi service. State otherwise if the existing broadband can be utilized for the service.
- **Managed Service** – operate the Wi-Fi and its networking devices using managed service model, provide end-to-end service with single point of contact including configuration, provisioning of service, proactive monitoring, maintenance and regular reporting.
- **Service Level Agreement** – ensure at least 99.7% availability of the Wi-Fi service, support four-hour response time and four-hour service recovery with active monitoring, helpdesk support with support hours from Mon to Sat 8:00 am to 6:00 pm, and provide monthly monitoring reports for the School.
- **Contract End Arrangement** – All provisions of trunks, conduits, cables, LAN ports and power points shall be considered as fixture of the School and shall become the property of the School. The Contractor shall remove or keep those provisions according to the instruction of the School. Contractor can remove the network equipment such as switch, routers, and access points.

3.2 Add-on Service (to be aligned with Part 1)

- **Wi-Fi coverage** – to include special rooms and open areas (Basement, covered playground, school hall, computer room,2/F staff room, 8/F indoor & outdoor, Corner of stairs on each floor (Including main entrance) (will be transformed into open areas))
- **Broadband Service** – provide at least 1Gbps Internet connection at school
- **Authentication Method** – Authentication method shall includes WPA2 Enterprise, WPA3, OAuth 2.0 and well as MAC address filtering and user account system being used by school, etc.
- **Session Control** – Guest Landing page shall support session control where access time can be changed by school
- **WLAN system access control** – specific request on MAC address filtering.
- **MAC Address Monitoring** – The lists of filtering and filtered MAC addresses are to be monitored by Contractor and School.

- **Internet Content Filtering Service** – Cloud based Internet Content filtering profile commonly adopted by most schools with ability to create black / White list filters and managed by vendors and school.
- **Integration of networks** – system integration with existing network with secure design.
- **Internet addresses subscription & configuration** – for Internet access to school internal resources, via system integration
- **Monitoring of Wi-Fi network** – specific request on monitoring of Wi-Fi network by the Contractor and the School.
- **Redundancy** – increase the availability of the Wi-Fi service.
- **Support hours** – extended support hours and/or reduced time for recovery, the SLA must be 4 hours response and 4 hours onsite
- **Contract End Arrangement** – Other arrangements

3.3. Deliverables

3.3.1 The Contractor is required to provide the following deliverables for the Wi-Fi network design:

- Master Activity Plan
- Network Configuration Report and Network Diagram
- Network Test Plan and Network Test Result Report
- Operation Manual for End User
- User Acceptance Test Plan
- Exit Plan

3.3.2 The Contractor is required to provide the monthly monitoring report with the following items:

- Network Health Report
- Network Usage Report
- Reporting of security incidents
- Reporting on trend and statistics of incident and their analysis
- Reporting of the failure rate for all equipment with detailed fault analysis
- Problem log and incident log for critical failure of the network
- Statistical report on the type and no. of calls
- Summary of the outstanding enquiry for the month-to-date

4. Technical Specification (Standard Provision)

4.1 Wi-Fi Network

4.1.1 The Wireless LAN (WLAN) System of the Wi-Fi network shall support simultaneous dual-operation-mode that is FAT Access Point (AP) and Thin Access Points are both supported together with Cloud-based WLAN Controller in Managed model. The Cloud-based WLAN Controller shall be

capable of fully centralized provisioning, configuration and monitoring all APs functionalities; a backup of the Cloud-based WLAN Controller shall be available.

4.1.2 The thin client WLAN Access Point (AP) shall be a high performance wireless network access device, which shall be connected with the Power over Ethernet (PoE) Access Switches via Structured Cabling System.

4.1.3 The WLAN APs shall be compatible Wi-Fi 5 & Wi-Fi 6 with IEEE 802.11a/b/g/n/ac wave 2/ax standard or above, support dual band of 2x2:2 in 2.4GHz and 4x4: 4 in 5GHz as well as OFDMA, MU-MIMO and Internal antennas.

4.1.4 The Contractor shall design the WLAN System to provide the coverage for the required wireless coverage place. The received signal strength measurement from the Wi-Fi Service at the Wi-Fi client device (such as tablet PC or notebook computer) is no worse than -68 dBm. The Contractor shall provide certificate or test report to illustrate that the Wi-Fi client device for testing satisfies the power emission requirement.

4.1.5 The WLAN AP shall support PoE, WPA2, WPA3, IEEE 802.1x and certificate authentication.

4.1.6 The WLAN System shall support automatic channel selection, protocol filtering, multicast/broadcast storm filtering and load balancing.

4.1.7 The WLAN system shall allow single or multiple devices per user account to be authenticated using 802.1x and Hong Kong Education City single sign-on service.

4.1.8 Each WLAN AP shall be able to support at least concurrent 40 users connecting to the network simultaneously. In no circumstance shall the speed of data transmission symmetrically fall below the data rate requirement at any place or any corner or any highly congested area within the areas being covered. In case the transmission speed is below the said data rates, the Contractor shall be responsible for all remedial measures to rectify or configure fine-tuning of antenna or even increase the quantity of the WLAN AP at Contractor's own costs in order to meet the data rate requirement as mentioned in the Specification. A complete set of catalogues with brand and model shall be submitted and highlighted for reference. The catalogues shall show all the features and technical specifications of the products and systems.

4.1.9 The system shall provide bandwidth control per connection.

4.1.10 The WLAN shall allow different authentications by using Service Set Identifiers (SSIDs).

4.1.11 Individual APs shall be allowed to be assigned by more than one SSID and up-to eight SSIDs.

4.1.12 Antennas of APs shall be capable of detecting user locations in real time for direction switching while devices in motion, beam forming.

4.1.13 The DHCP server shall support at least 30 queries/sec.

4.1.14 The WLAN system shall suspend the session of the user once the session control is expired and the suspension time shall be configured by the school.

4.1.15 The Contractor shall in provision of the service comply with non-interference requirements of and shall not cause interference prohibited under the Telecommunication Ordinance (Cap 106) or any other laws or regulation of Hong Kong.

4.1.16 The WLAN System shall provide termination of idle sessions and control of the duration features.

4.1.17 The WLAN System shall support client roaming across Access Points.

4.1.18 The WLAN system shall cover all areas specified under this tender.

4.1.19 The quotation shall include the cost to provide sufficient quantity and its cabling work required, including but not limited to supply and install the Fibre optics, Cat 6 cable, Conduit, cable patch panel, cable faceplate, Cable patch cord.

4.1.20 The Contractor shall provide complete set of WLAN Systems which consist of Wireless Access Point, Connection Cable, Authentication System, Wireless LAN Controller, PoE Switch, horizontal UTP Cat 6 cable/OM3 Fiber, patch cable UTP Cat 6 / OM3 Fiber Optics, any required license and all associated accessories.

4.1.21 All access points (AP) shall be certified by OFCA and copy of certificates issued by OFCA shall be attached to the proposals.

4.1.22 The Contractor shall ensure that there is no interference between WLAN Access Points due to limited non-overlapping channels assignment when the WLAN AP is installed. The Contractor shall be responsible at his own costs for providing solution to eliminate the interferences including but not limited to reassignment of the non-overlapping channels, adding extra APs with lower transmission power and/or replacement of the WLAN AP.

4.1.23 The WLAN System shall support Web GUI management.

4.1.24 FTP service shall not be allowed in the Wi-Fi network (to avoid exchanging credential and files in plain text without any encryption).

4.1.25 The WLAN System shall support IPV6 addressing method.

4.2 Core Switch

4.2.1 The Core Switch would be responsible for connecting all PoE access switches in typical floors for WLAN AP.

4.2.2 The Core Switch shall be capable of providing DHCP Services for IP addresses distribution for mobile devices connecting to the network, and the required bandwidth, QoS, and policy-based routing to carry all sorts of information including video, voice, data, image, etc.

4.2.3 Each Core Switch shall provide a Gigabit Ethernet connection to each PoE Access Switch in typical floors.

4.2.4 The Core Switch shall support Layer 2 and Layer 3 switching and capable of providing the wired speed performance.

4.2.5 The Core Switch shall support basic IP unicast routing protocols, Static route, Routing Information Protocol (RIPv1, RIPv2), inter VLAN routing.

4.2.6 The Core Switch shall support Internet Group Management Protocol (IGMP) snooping and multicast and unicast storm control, Spanning-Tree Protocol.

4.2.7 The Core Switch shall support WebGUI Management for contractor's support, Access Control Lists (ACLs), DHCP Interface and SNMP.

4.2.8 The Core Switch shall support VLANs including support for IEEE 802.1Q and IEEE 802.1p.

4.3 PoE Access Switch

4.3.1 The Access Switches shall be deployed to provide high performance interconnectivity between the Core Switches and the WLAN APs on typical floor and support Cloud-based management

4.3.2 The Access Switch shall consist of 8/12/24/48 x 10/100/1000/2.5GBase-T Ethernet ports, with minimum of 1 x 1000Base-T / 1000Base-SX SFP Gigabit Ethernet uplink ports connected with the Core Switch.

4.3.3 The Access Switch shall be used for connecting the WLAN APs. The Contractor shall determine the Maximum power loading of the devices to be connected with the PoE Access Switches. The Contractor shall provide additional PoE Access Switch(es) if the total power loading summed up from the PoE devices exceeds the maximum power loading capacity of the PoE Access Switch.

4.3.4 The Access Switches shall support VLAN configuration.

4.3.5 The Access Switches shall be at wired speed.

4.3.6 The Access Switches shall be provided sufficient port density to meet all the required links.

4.3.7 The Access Switches shall support PoE and shall conform to IEEE 802.af / IEEE 802.3af standard, which delivers power over single copper UTP cable for WLAN AP.

4.3.8 The Access Switches shall support Internet Group Management Protocol (IGMP) snooping and multicast and unicast storm control, IEEE 802.1D Spanning-Tree Protocol.

4.3.9 The Access Switches shall support Virtual local area network (VLANs) including support for IEEE 802.1Q and IEEE 802.1p.

4.3.10 The Access Switches shall support WebGUI Management, Access Control Lists (ACLs), DHCP Relay and SNMP.

4.4 Firewall

4.4.1 The performance of the Firewall shall not be degraded with 100% Internet bandwidth utilization.

4.4.2 Network Address Translation (NAT) is required.

4.4.3 Access Control Policy, Content Filtering and Anti-Malware services are required.

4.4.4 The configuration settings of the appliance shall be allowed to export to files for backup and restore for rapid recovery and shall control all incoming and outgoing Internet traffic, serving as the sole entry and exit point between the Internet and the WLANs in all locations.

4.4.5 The configuration settings of the appliance shall support blocking specific network ports, including ports of Transmission Control Protocol (TCP) and User Datagram Protocol (UDP). Blocking denial of service (DoS) attacks and malformed packet attacks shall also be configured.

4.4.6 The firewall policy should be applied to control network traffic such that public users should be prohibited to access the internal network segments of the School.

4.5 Service Requirements

4.5.1 The Contractor shall be responsible for the total project management and shall assign a person to act as the single contact point to the School regarding all related activities of the contract. This single contact point cannot be transferred to a sub-contractor unless explicitly agreed by the School. Contractor should formally inform the School in writing if there is a change of contact point.

4.5.2 The Contractor shall provide rack/cabinet or use existing school rack if there is available rack space. All switches/firewall shall be properly installed into wall mounted cabinet or rack.

4.5.3 Cables shall be labelled with connected port and its device id.

4.5.4 All the equipment shall be labelled with an identifiable id.

4.5.5 The placement of cables, cabinets, racks and appliances shall be shown on the network diagram.

4.5.6 Switches and/or other appliances shall be properly installed into cabinet/rack with appropriate ventilation.

4.5.7 13A power cord(s) shall be bundled with appliance(s).

4.5.8 Cable shall be properly set up onto appropriate cable management guide.

4.5.9 Contractor should make sure that the actual environment is suitable for the installation and operation of equipment with School agreement in advance, and make necessary suggestions, if any.

4.6 Service Level Requirements

4.6.1 The Contractor shall provide incident/problem report to the School within 5 working days after each incident and the resolution taken.

4.6.2 The Contractor shall derive mechanism, including forms and reference tables for measuring and recording the Service Level Measures, to ease the administration and monitoring by the School.

4.6.3 Advance notice by at least 2 weeks shall be given to the School prior to all scheduled maintenance. At most 4 scheduled maintenances per year are excluded from the calculation of Service Levels. No more than 1 hour service interruption or an agreed time slot is accepted for each scheduled maintenance.

4.6.4 Service Level, expressed in percentage, is the ratio of actual available time to the scheduled available time for the Wi-Fi network of the School and is calculated according to the following formula:

Service Availability Level = (Schedule Uptime within the month– Unscheduled Downtime within the month) / Scheduled Uptime within the month, where

Scheduled Uptime: The duration, in unit of minutes, for the Wi-Fi network of the School is scheduled to be available for the month. The duration will exclude the scheduled downtime, which is defined as duration agreed between the School and the Contractor during which the service may be deliberately made unavailable to users.

Unscheduled Downtime: The amount of time, in unit of minute that the services are unavailable due to equipment failure or other reasons under the responsibility of the Contractor.

4.7 Service Level Rebates

4.7.1 The Service Rebates to the School operate as liquidated damages for the performance fallen short of the target service levels over a period of one month. The service measures stipulated in 4.6 will be used to determine the Service Rebates in Service Availability (S1) and Service Resumption Time (S2).

4.7.2 The application of the Service Level Rebates adjustment to the monthly charge will commence with effective from the acceptance of the reliability test.

4.7.3 For each month, the Service Rebates for different service measures (S1, S2) will be calculated as below if the Contractor cannot meet the target Service Levels for the Wi-Fi network of the School under the availability agreed:

$$\text{Failure Hour} \times [(\text{Yearly Subscription Fees}) / (365 \times 24)] \times 2, \text{ where}$$

Failure Hour: The unscheduled downtime or the time to resume the network due to the failure of hardware or software which is provided by the Contractor. Failure Hour is calculated in the increment of 0.5 Hour.

4.7.4 The Service Rebates of the Wi-Fi network of the School, if any, will be paid by crediting the invoice of the following month.

4.8 Helpdesk Service

4.8.1 The Helpdesk Service shall maintain dedicated hotline, including phone, email and fax, for enquiries and complaints.

4.8.2 The Helpdesk Service shall answer enquiries and complaints originated from the School concerning the Service.

4.8.3 The Helpdesk Service shall operate from Mon to Sat 8:00 am to 6:00 pm.

4.8.4 The Helpdesk Service shall maintain call logs on enquiries and complaints. The information shall be included but not be limited to date, time, description of issues, contact information, and follow-up actions. The Contractor shall observe and comply with Personal Data (Privacy) Ordinance in handling all information relating to these enquiries and complaints.

4.8.5 The Contractor shall provide the following information concerning the Helpdesk service related to the implementation of the Service:

- Detailed information of the helpdesk office, such as address, phone number, fax number; and
- Facilities, computer systems and equipment provided in the helpdesk office, such as private branch exchange (PBX), keyline telephone system (KTS), interactive voice response system (IVRS) and voice recording system.

4.8.6 The Contractor shall provide helpdesk staff with the necessary tools, including but not limited to hardware and software, related training for supporting the Service.

4.8.7 The Contractor shall not make use of the Helpdesk Service to transmit any message or conduct any activity to the School, which is not connected with the provision of the Service. The School shall have the full discretion to determine whether any such message or activity is in breach of this provision. The Contractor shall forthwith stop transmitting such message or conducting such activity and refrain from doing it further once the School has notified the Contractor in writing or verbally of its determination.

4.9 User Acceptance Test

4.9.1 The Contractor shall conduct tests with the School before the service is officially accepted and subscription started. Tests shall include User Acceptance Test for reliability and performance of the hardware and software, and also the monitoring, operation support and all other aspects related to the Service Level Agreement of the Service. At least 14 school working days of trial period is expected for service monitoring after testing.

4.9.2 The contractor will be required to perform test making reference to the User Acceptance Test and System Test documents at www.edb.gov.hk/ited/Wi-Fi900. They include the types of testing to be performed, the requirements to be tested, the testing environment, testing tools and pass/fail criteria as reference to the Contractor.

4.9.3 The Contractor shall upon request by the School arrange briefings to the School and/or Responsible Parties of the School, with briefing materials, prior to the User Acceptance Test when required.

4.9.4 The Contractor shall provide detailed acceptance test plan and a step by step testing procedure with expected results against the requirements set out in this specification.

4.9.5 The Contractor shall provide, configure and set up the proper software and hardware for the School to carry out the User Acceptance Test.

4.9.6 The Contractor shall be required to carry out tests to demonstrate that the equipment and system meet the specification and other contractual requirements. The Contractor shall also be responsible for the timely preparation and compilation of all test schedules, test procedures and test reports.

4.9.7 The Contractor shall follow the agreed standards as laid down in this specification for the testing methods and procedures.

4.9.8 The Contractor shall submit a schedule of site performance and commissioning tests at least 3 working days prior to the commencement of the scheduled commissioning date.

4.9.9 Special tools, test equipment, test objects and simulators required for the demonstration of either bench or commissioning tests shall be made available by the Contractor at no extra charge to the School.

4.9.10 All test equipment used by the Contractor shall be properly and periodically calibrated. Measuring standards used in calibration shall be traceable to international or national measurement standards, or to an industry recognized manufacturer's reference, subject to approval of the School.

4.9.11 Calibration procedures and results shall be documented and signed by certifying body where applicable. The Contractor may be requested to show evidence of calibration of test equipment by submission of copies of these calibration records prior to conduction of any tests.

4.9.12 The Contractor shall submit the User Acceptance Test report within 3 working days. The acceptance of the installation will only be granted after receiving a satisfactorily UAT report from the Contractor.

4.9.13 All equipment to be installed may be subject to inspection and bench testing. The Contractor shall meet the cost of deliveries for bench test. Notwithstanding, the Contractor shall have carried out the tests in accordance with the requirements and procedures stipulated in this specification and submitted the associated test reports for inspection.

4.10 Termination of Service

4.10.1 The School reserves the right to terminate all or part of the Service at any time with written notice of 10 working days in advance if:

- The Contractor fails to meet the target service levels under Service Level Requirements for two

consecutive months, or three months in total within the committed subscription period;

- The School suspects that unauthorized activity has occurred or is occurring in relation to the Service;
- The provision of the Service will cause the School to be in breach of any applicable law;

4.10.2 The Contractor shall provide to the School and implement the Exit Plan in accordance with:

- The Contractor shall provide to the School an Exit Plan with feasible arrangements before the committed subscription contract date;
- If the School considers the Exit Plan as not satisfactory, it will notify the Contractor with comments. The Contractor shall revise the Exit Plan by taking into consideration of the School's comments and provide to the School with five (5) working days after the date of receiving the School's comments. If the Exit Plan has been considered as not satisfactory for three or more times, the School shall have the right to terminate this Contract by giving 10 days' notice in writing;
- Detailed exit procedures, disengagement timetable and actions to be taken by both the Contractor and the School for smooth termination of all or any part of the Service;
- The Exit Plan shall aim at enabling the School or its authorized parties to perform in substitution for the Contractor and to eliminate or minimize any disruption or deterioration of the Service. The Exit Plan shall contain, but not limited to the following information:
 - Detailed exit procedures, disengagement timetable and actions to be taken by both the Contractor and the School for smooth termination of all or any part of the Service;
 - Any information that is necessary for the School or a new service provider to continue the provision of the Service;
 - Details of the Contractor's personnel and other resources that will assist the School or the School's authorized parties during the handover;
 - All provisions of facilities such as trunks, conduits, cables, LAN ports and power points, shall be considered as fixture of the School venues and shall become the property of the School. The Contractor shall remove or keep those provisions according to the instruction of the School. Contractor can remove the network equipment such as switch, routers, and access points.
- The Contractor shall be responsible for the implementation and execution of the Exit Plan and shall ensure that the exit plan is carried out in a timely and orderly manner.

5. Sub-Contracts

7.1 The Tenderer shall be the prime Contractor for all the services specified in Part 1 and Part 2 of this contract. The Tenderer shall be the single point of contact for all contractual matters.

7.2 The Tenderer shall be liable for the performance or breach of any provisions of the contract by Sub-Contractors.

7.3 The Tenderer shall provide details of the sub-contract service for the Wi-Fi operation and maintenance of the Sub-Contractors in the format listed on Section 5 of Part 2. The hierarchy of the sub-contracting shall also be clearly stated below. If there are no Sub-Contractors, please enter nil.

7.4 No Sub-Contractor(s) specified in Section 5 of Part 2 shall be replaced unless prior written consent has been given by the School.

7.5 The Tenderer shall ensure that the quality of the service rendered by the Tenderer shall not be affected due to any change of Sub-Contractors;

7.6 The Tenderer shall not be relieved from any of its obligations hereunder by entering into any sub-contract for the performance of any part of this contract. If request by the School, the Tenderer shall describe which part of the service shall be performed by the Sub-Contractor(s) in the sub-contract(s) between the tenderer and its Sub-Contractor(s).

6. Schedule of Work

6.1 The Contractor shall provide the service according to the following schedule.

Phase	Items	Starting Date	Ending Date	Service fee
I	Buildup of Wi-Fi network	On or before July 2020	31 Aug 2020	0
II	Subscription of service	1 Sep 2020	31 Aug 2023	Quoted price

7. Delay of Schedule

7.1 If the Contractor fails to provide any part of the Wi-Fi service which shall be ready for use in the School within 60 days after the target Ending Date specified in Section 8 of Schedule of Work then notwithstanding anything else contained in this Contract the School shall be entitled to terminate this Contract with forthwith by giving written notice to the Contractor and to recover from the Contractor the amount of all damages and loss suffered by the School resulting from such failure, including without limitation to any damages and loss resulting from the termination of related service orders.

7.2 Within one (1) week of the termination of this Contract, the Contractor shall collect its own Hardware and Software at his own cost after the contractor has removed the School Data in the Hardware.

7.3 The Contractor shall reinstate and make good the concerned area of the School to the satisfaction of the School after removal of the hardware.

8. Terms of Payment

8.1 The subscription will be paid in arrears of each month during the subscription period.

9. Price Proposal

9.1 The Service Provider is required to provide a breakdown on the service charges for each of the service items as set out in the Price Proposal at **PART 2 - PRICE SCHEDULE**. Failure in complying with this requirement will render the quotation disqualified.

9.2 Please note that, the School has the absolute discretion to accept the whole of the Services or just part of the Services as listed out by items in the Price Proposal.

9.3 Set up cost will not be considered as a part of the cost in subscription mode.

10. Invitation for Quotations

10.1 Quotations are invited for the execution of the whole of the Services as described in this document. Quotations for part but not all of the Services will not be considered.

10.2 Please provide two sets of quotation documents for processing of the quotation.

11. Tender Preparation and Submission

11.1 The Service Provider is required to submit the following information and document.

- A Statement of Compliance to provide response that the quotation complies with all requirements stated in this Specification.
- Price Schedule
- No upfront cost or one off cost schools shall be paid throughout the entire subscription period.
- Proposed AP location mark on the Floor plan.
- Proposed Network infrastructure show on the Network Diagram.
- Implementation Plan.
- Wi-Fi Access Point certificates issued by OFCA.
- Product information including technical and descriptive literature and catalogues. Information provided by the manufacturer shall be able to substantiate that the products offered meet the mandatory Technical Specification.

12. Selection and Payment

School is looking for a contractor based on the following criteria

- Proposed pricing
- Proposed solution
- Equipment and services level
- Case reference
- Other useful information

13. Enquiry

For enquiry, please contact **Mr. Kam Chun Sing** of the School at **cskam@cms.edu.hk** or by phone at **2547 7168**.

PART 2 - PRICE SCHEDULE

1. Price details for Standard Provision

Standard Provision	3 years		School's choice on confirmation
	Monthly price	Annual price	
Wi-Fi Service Subscription (Requirement as stated in Part 1) 705,704,703,702,701,605,604,603,602,601,505,504,503,502,501,405,404,403,402,401,305,304,303,302,201,204,library Total 26 Classrooms The Wi-Fi System shall support 40 concurrent connections at least			
Total in HK\$			

2. Price details for Add-on Services (Offer will be considered on itemized basis)

Add-on Service		3 years		School's choice on confirmation
Item	Description	Additional monthly price	Additional annual price	
Wi-Fi coverage for other areas	<ul style="list-style-type: none"> ● Basement (The Wi-Fi System shall support 164 concurrent connections at least) ● Covered Playground (The Wi-Fi System shall support 164 concurrent connections at least) ● School Hall ● (The Wi-Fi System shall support 164 concurrent connections at least) ● Computer Room (The Wi-Fi System shall support 164 concurrent connections at least) ● 2/F Staff Room (The Wi-Fi System shall 			

Add-on Service		3 years		School's choice on confirmation
Item	Description	Additional monthly price	Additional annual price	
	<p>support 164 concurrent connections at least)</p> <ul style="list-style-type: none"> ● 8/F(Outdoor & indoor) (The Wi-Fi System shall support 164 concurrent connections at least) ● Corner of stairs on each floor(Including main entrance) (The Wi-Fi System shall support 164 concurrent connections at least) 			
Authentication Method	<ul style="list-style-type: none"> ● use pre-share key mechanism/use mac address filtering list for access control 			
MAC Address Monitoring	<ul style="list-style-type: none"> ● The lists of filtering and filtered MAC addresses are to be monitored by Catholic Mission School 			

3. Details of equipment to be proposed in the Buildup of Wi-Fi network in the School

Items	Quantity	Model
Wi-Fi Controllers		
Access Points		
Router/Firewall		
Core Switch		
Access PoE Switches		
LAN Cables		
Others (please specify)		

4. The Tenderer to provide details of the sub-contract service involved in the proposal for the project implementation, service operation and maintenance in the format listed below

Name of Sub-Contractor	Sub-contract service	Roles and responsibility

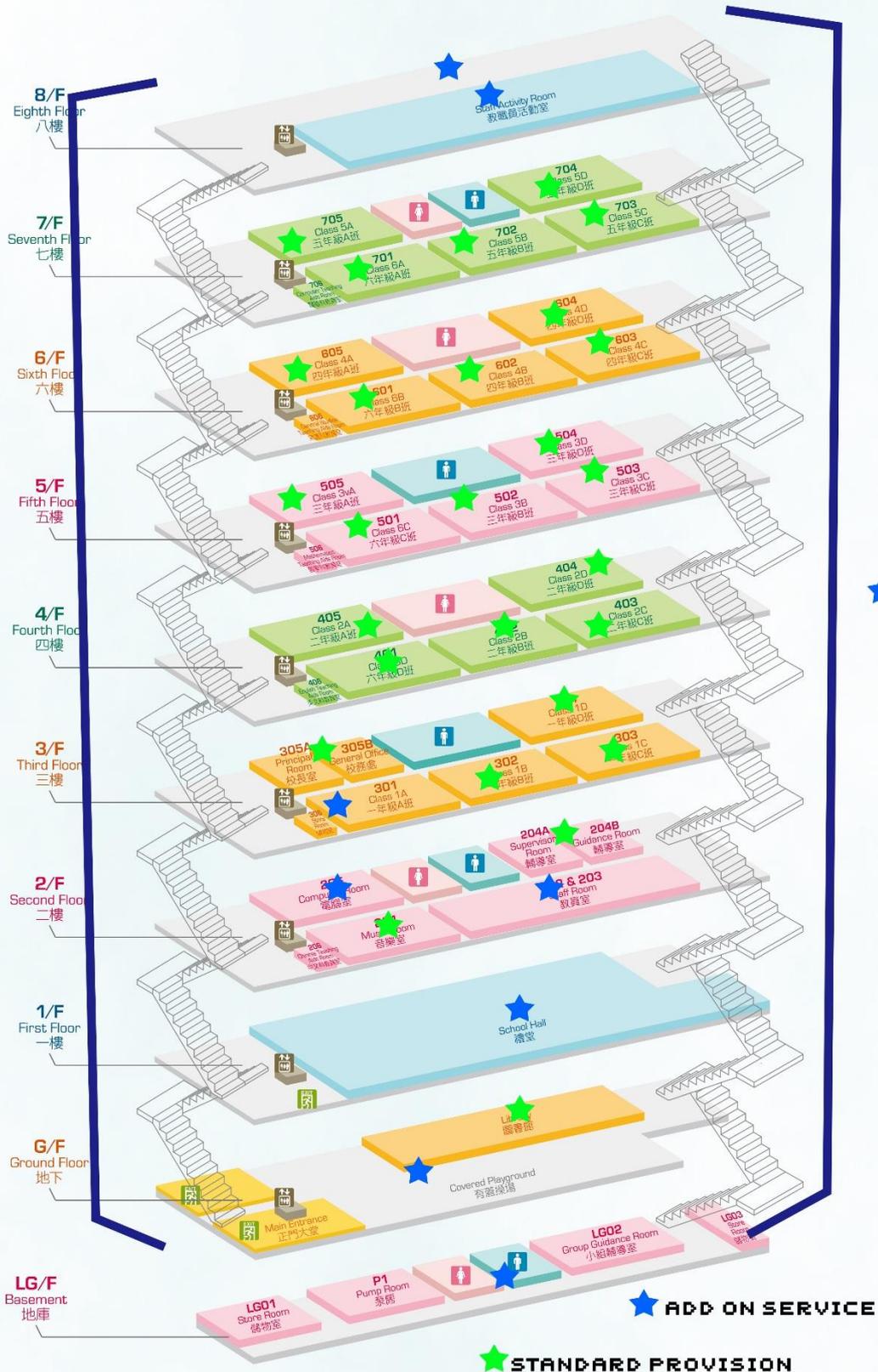
5. The Tenderer to provide case reference of past deployment in Wi-Fi100/Wi-Fi900 with Sub-Contractors details in the format listed below

Name of School	Name of Sub-Contractor	Sub-contract service	Roles and responsibility

6. A floor plan (provided by the School) is attached.



Catholic Mission School 天主教總堂區學校
2019-2020 Floor Plan 課室/特別室位置示意圖



II. 《防止賄賂條例》

1. 根據《防止賄賂條例》，在學校採購過程中，如學校員工接受供應商和承辦商提供的利益，或供應商和承辦商向學校員工提供利益，均屬違法。學校不容許供應商和承辦商透過任何形式的利益(包括捐贈)影響學校的選擇。
2. 學校員工或供應商和承辦商任何一方或雙方如有干犯上述違法行為，有關投標書將不獲考慮；即使已獲委聘，所簽訂的有關合約亦會被宣告無效。

III. 申訴事宜

上述招標及評審程序按教育局指引行事，並受學校的法團校董會監察，以確保審批合約過程公平妥善。投標者如認為其投標書未獲公平處理或投標過程中未獲公平對待，可向法團校董會反映。

IV. 注意事項

1. 投標書封面：

寄：香港上環律打街
天主教總堂區學校

「承投：提供學校寬頻及無線網絡(Wi-Fi)服務
2020年9月1日至2023年8月31日(共3年)」

2. 投標者不可在投標書封面上顯示任何其公司的名稱、標誌或能夠識別其公司的任何文字或記號。
3. 是次招標將考慮投標者所提供之項目或服務質素為重點，並保留選擇供應商之最終決定權。任何投標表格及有關文件一概不會發還。

V. 意見及查詢

供應商和承投者如有任何疑問或建議，請致電 2547 7618 與本校 甘俊昇老師 聯絡。

本機構/本人明白，如成為獲選機構，便有責任履行投標書的條款。如未能履行條款、貴校有權追討因此招致之損失或從另處採購上述服務/物品的差價。

投標機構名稱：_____

獲授權簽署的代表簽署：_____

日期：_____

機構印鑑

不擬投標通知書

如貴公司未能承投下列服務/產品，請填妥此表格後，
傳真至 2559 1595 或寄回香港上環律打街天主教總堂區學校

致:天主教總堂區學校

學校檔號: 2020TDR09-01

承投: 提供學校寬頻及無線網絡(Wi-Fi)服務 2020年9月1日至2023年8月31日(共3年)

截標日期及時間: 2020年6月29日(星期一)下午四時正

有關貴校邀請本公司承投以上服務,現因以下理由未能承投,特此回覆。

(請在適當的內加上✓)

- 未能提供標書所示服務/ 產品
- 未能達到標書所示要求或規格
- 未能於指定日期完成
- 未能於截標限期內遞交標書
- 其他(請註明)_____



簽 署: _____

簽署人姓名: _____

公 司: _____

日 期: _____