



Terms of Reference: Video Conferencing Solution for Avalon Boardroom

The ARC requests service providers to provide a quote to install a new video conferencing solution in the Avalon Boardroom.

Specifications:

The new solution should be plug-and-play with video conferencing, unified communications, and face-to-face collaboration.

Please note that the solution will be used by delegates based in different cities or countries.

The solution should include the following:

- Sound system
 - The system should include speakers to provide enough sound for the room
 - Two wireless microphones
- Auditorium style webcam
- Central control panel
- The solution should be Zoom and Microsoft Teams certified

All service providers must attend a compulsory site meeting.

All service providers must supply references of similar previous projects.