



nhc

National Heritage Council
SOUTH AFRICA

an agency of the
Department of Sport, Arts and Culture

www.nhc.org.za

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TERMS OF REFERENCE – SUPPLY DELIVERY AND INSTALLATION OF WAN AND INTERNET SERVICES FOR A PERIOD OF THREE (3) YEARS

1. BACKGROUND ABOUT NATIONAL HERITAGE COUNCIL

The National Heritage Council (NHC) is an agency of the Department of Sport, Arts & Culture that is responsible for the preservation of the country's heritage. Since its existence on 26 February 2004, the Council has managed to place heritage as a priority for nation building and national identity.

The NHC is in a process to relocate to new premises and requires the services of an experienced, qualified service provider for the supply, delivery and installation of WAN and Internet services for a period of three (3) years.

2. SPECIFICATION

- 2.1. The below is the minimum specifications for the procurement of telecommunication services, data, and voice for the period of three (3) year on following address:

Building 3, Summit Place Office Park, 2nd floor

221 Garsfontein Road

Menlyn

Pretoria

Address to be confirmed.

- 2.2. The Current address for service that needs to be migrated from is:

353 Festival Street, 1st floor, Hatfield, Pretoria, 0028.

- 2.3. The Items to be considered for approval are as follows:

2.3.1. Implementation and configuration of Internet services with data termination devices

2.3.2. Implementation and configuration of voice services with voice termination devices

2.3.3. Migration of PABX and Wi-Fi access points to the new building

2.3.4. Installation and configuration

2.3.5. Management of Service

2.3.6. Maintenance and support

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- 2.4. Fiber Data requirements, once-off and billable per month:

Sites Names	Link Speed
National Heritage Council - Head Office (Primary)	100 Mbps
National Heritage Council - Head Office (Failover)	50 Mbps

- 2.5. Provide WAN and Internet connectivity infrastructure with redundancy architecture and automatic failover for NHC offices:

2.5.1. Dual Fiber Links for Pretoria Head Office acting as Primary and secondary links.

2.5.2. Automatic Failover when the link is down.

2.5.3. Bandwidth Utilization Monitor

2.5.4. Monthly reports

- 2.6. Including Unified Management and monitoring licenses or similar for WIFI access points.

- 2.7. Migration and configuration of six (6) access points from the old building to the new site within Pretoria

3. COMPULSORY REQUIREMENTS

The service providers must:

- 3.1 Secure the project secure by design as part of secure environment when it comes to cybersecurity capabilities. It is therefore, the responsibility of the service provider to provide or obtain the services of a reliable, responsive ICT provider to provide NHC with the required services as stated above.

- 3.2 Service providers are required to provide a detailed proposal of the services offered, the functionality, technical information, and capabilities as well as the proposed layout of the operations for the WAN and VOICE services as required.

- 3.3 The service providers must include engineers with:

- 3.5.1. The have valid networking certification from a legitimate vender. Certificate to be included with proposal.

- 3.5.2. Firewall / Security Certification. Certificate to be included with proposal.

- 3.5.3. Detailed project plan to be included with proposal.

- 3.5.4. At least three (3) written reference letters for WAN and VOICE services rendered during the past five (5) years must be included



- 3.4 All cost must be included, and a detailed breakdown must be submitted. No changes to the price will be considered after closure of the RFQ.

4. ENQUIRIES

For more information, please send an email to n.gawula@nhc.org.za



C van Huyssteen
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