



Gaza Field Office – Procurement and Logistics Office

Minutes of Pre-bid Meeting

RFP №: V22S/P/12/2021

Request for Proposal

Secure Wireless Local Area Network Solution

3

ITB Issued on: 10th March 2021

Pre - bid Meeting
Wednesday, 17 March 2021

Day/Date Wednesday, 17 March 2021
Time 10:00 AM – 12:00 PM (Palestine Time)
Venue PLD Meeting Room

Attendance:

From UNRWA

- | | |
|------------------------|---|
| 1. Mohammed El- Hindi, | Head Field FIMTO Office |
| 2. Adel Eid, | Procurement Officer (Services) |
| 3. Mohammed Ammar | Telecommunications/ Network Engineer |
| 4. Shadi Abed | Telecommunications/ Network Engineer |
| 5. Sami Tahrawi | Telecommunications/ Network Engineer (HQ) |
| 6. Shafiq Abu Jaser | Procurement Assistant (Services) |

Participants/Companies

- | | |
|----------------------------|--------------------------------------|
| 1. Fusion Internet Company | 2. World Net Company |
| 3. Ritaj Solution Company | 4. Soltex Company |
| 5. Computer Connect | 6. Computer Media Center (Via Phone) |

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A. NOTES:

- Pre-bid meeting minute is deemed as an integral part of the solicitation documents. Therefore, any amendment to original ITB contents will be superseded by what stipulated in the minutes herein.
- The proponents must sign each page of the minutes hereof and accompany them by his technical offer.

B. OPENING:

B.1 Technical Part of ITB

- Mr. Mohammed El-Hindi stressed on the following:
 - The service provider must present a proposal that meet all the requirements mentioned in the solicitation documents.
 - The solution should extend the existing Wired service to provide wireless service meeting the following :
 - Provide unified access for employee domain Laptops to the services on the wired LAN using active Directory authentication with mobility (roaming support).
 - Provide controlled access to users devices (Tablets, Smart phone, IoT devices,etc) to part of the services.
 - Provide secure controlled guest Internet access.
 - The submitted proposal should cover all needed hardware (Controllers. Access points, software, licences, and support.
 - The solution will use existing LAN switches, cables for Access points may be needed.
 - The solution breakdown structure must include : Central equipment used by all buildings , separate devices needed for each building , and (optional) PoE switches – if needed -
 - The service provider must provide warranty/ licence for two years related to the used equipment.
 - FIMTO with the awarded supplier will perform simulation/ test to the solution to ensure its integration with the available and used network by UNRWA.
 - The implementation of the proposal could be completely or partially subject to funds availability.
 - The service provider must provide sufficient training to UNRWA staff members on the installed solution.

- After completing the project, the solution will be owned by UNRWA.

B.2 Procurement Part

- Mr. Adel Eid stressed on the following points


1. Tenders will be assessed first on their technical merit using the evaluation grid below. Only tenders with technical scores of at least 375 points will pass the technical evaluation successfully. The results of the technically successful offers will then be compounded with the results obtained in the financial review on a 60/40 basis.
 2. The service provider must submit his offer on/before the closure date and time of the RFP. Any offer sent beyond the agreed date and time will be excluded.
 3. The awarded service provider must submit a performance bond of USD 5,000 before signing the service contract.
 4. The closing date of ITB is amended to be on Sunday 11 April @ 10:a.m. All participants are encouraged to submit their offers one day before the closing date in order not to lose the change of participation.
- The submission of offers must be as follows;
- a. Technical Offer shall be submitted by e-mail or by hand to Procurement Office before the closing date.
 - b. Financial Offer must be sent directly to the e-mail address FTOC@UNRWA.ORG only without copying other address to the e-mail.
5. New Building will be added to the solicitation documents (HQ Building) and will be reflected in the price table.
 6. The building #23 HQ/G has its own network and in the design it should use a different controller
 7. UNRWA will provide the participants with AUTOCAD drawings to the building.


C. AMENDMENTS TO SOLICITATION DOCUMENTS


- Annex "C" Price Table will be amended to include the new building (HQ/G). Attached (*Annex C-1*)


Adel Eid


Procurement Officer (Services)

Mohammed El- Hindi

Head Field FIMTO Office

Mohammed Ammar

Telecommunications/ Network Engineer

Shadi Abed

22/3/2021
Telecommunications/ Network Engineer

Sami Tahrawi

Telecommunications/ Network Engineer

Shafiq Abu Jaser

Procurement Assistant (Services)

PRICE TABLE
Provision of Secure Wireless Local Area Network Solution

S.	Building No.	Building Title	QTY	Unit Price \$	Total Price \$
1.	1	Gaza Field Office Entrance + Security Hutt	1		
2.	2	Job Creation Program Offices + FSRM	1		
3.	3	Fuel Station	1		
4.	4	Vehicle Workshop, Tire Repair & Generators	1		
5.	5	Underground Floor: Vehicle Parking Ground Floor: Warehouse Floor 1: Finance, Procurement & Logistics Floor 2: Human Resources * Information System Office	1		
6.	6	Ground Floor: Central Pharmacy Floor 1: Health Program Floor 2: Infrastructure and Camp Improvement Program	1		
7.	7	ICIP Prefab. Offices	1		
8.	8	Underground Floor: RSSP Archive Floor 1: Floor 2:	1		
9.	9	Investigation and Complaint Unit	1		
10.	10	Protection & Neutrality Office	1		
11.	11	Ground Floor: Central Operations Room Floor 1: Director of UNRWA Affairs Office Floor 2: Conference Room	1		
12.	12	Ground Floor: UNMASS, Conf. Room & Edu. Library	1		
13.	13	Ground Floor: Education- PIO Floor 1: Field Sec. & Risk Manag, Legal & UNDSS	1		
14.	14	Storage Containers	1		
15.	15	Canteen, Storage Containers, & Administrative Services	1		
16.	16	Field Administrative Services Offices	1		
17.	17	Stores, Local Staff Union, TV Studio, Toilet & RSSP Offices	1		
18.	18	Activity Hall	1		
19.	19	RSSP Registration Offices	1		
20.	20	Administrative Services Office, Mosque	1		
21.	21	Ground Floor: Monitoring & Evaluation Unit Floor 1: Job Creation Program Floor 2: Projects & Donor Relations Office Floor 3:	1		
22.	22	Relief & Social Services Program	1		
23.	23	HQ Building	1		
Total Amount \$					

- Bidder must submit budget breakdown for each building including but not exclusive to (switchboards, access points, cabling, etc)