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TERMS OF REFERENCE

**LEASE TO OWN OF SERVERS AND
FIREWALL AND SSL SUBSCRIPTION FOR
THE CONDUCT OF THEORETICAL EXAM AT
MARINA STCW OFFICE**

BACKGROUND

The Maritime Industry Authority (MARINA) was created on 01 June 1974 as an attached Agency to the Office of the President (OP) with the issuance of Presidential Decree No. 474, otherwise known as the Maritime Industry Decree of 1974, to integrate the development, promotion and regulation of the maritime industry in the country. With the creation of the Ministry (now Department) of Transportation (DOTr) by virtue of Executive Order No. 546, the MARINA was attached to the DOTr for policy and program coordination on 23 July 1979. By virtue of Republic Act No. 10635, the Maritime Industry Authority (MARINA) is established as the “Single Maritime Administration” responsible for the implementation and enforcement of the 1978 International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, as amended, and International Agreements or Covenants related thereto.

RATIONALE

Revised implementing rules and regulations of republic act no. 9184, otherwise known as the government procurement reform act

“Section 46. Lease Contracts

The lease of construction and office equipment, including computers, communication and information technology equipment, are subject to the same public bidding and to the processes prescribed under the Act and this IRR. Lease may also cover lease purchases or lease-to-own and similar variations.”

VENDORS QUALIFICATIONS

- Contractor must have at least two(2) years of experience in supply, delivery, installation, testing and commissioning of network equipment/server's and firewall.
- At least three (3) similar projects in supply, delivery, installation, testing and commissioning of network equipment/server's and firewall. This should be vouched by a Certificate of Completion.
- Personnel to undertake the project must be a certified installer of the equipment being offered.
- The Bidder should have been operating in the Philippines for two (2) years and is registered with SEC/DTI.
- The Bidder must provide to the satisfaction of the Client any other documentation deemed necessary to establish any and all claims or representation that they make in the bidding documents.

DELIVERABLES

NETWORK EQUIPMENT

	PARTICULARS	QTY	UNIT
1	Server	2	unit
2	Rack (Data) Cabinet	1	unit
3	Firewall (w support 1 year)	1	unit

SSL ENCRYPTION

	PARTICULARS	QTY	UNIT
4	X509 1024-bit SSL (1 Year Subscription)	2	units

TECHNICAL SPECIFICATIONS

1. **Server**

- Form Factor - 1U Rack /2S
- Processor - Intel Xeon E5-2620 v3 2.4GHz,15M Cache,8.00GT/s QPI, Turbo, HT, 6C/12T (85W) Max Mem
- Memory / Max - 2 x 16GB RDIMM, 2133MT/s, Dual Rank, x8 Data Width (8/12 max DIMM slots)
- HD Capacity - 2 x 500GB 10K RPM SAS 12Gbps 2.5in Hot-plug Hard Drive (max 8 HDD)
- Optical - DVD+/-RW SATA Internal
- RAID - PERC H730P Integrated RAID Controller, 2GB Cache
- Onboard NICs - On-Board LOM 1GBE (Quad Port)
- Power Supplies - Single, Hot-plug Power Supply (1+0), 550W
- Static Rail - Ready Rails, Sliding Rails With Cable Management Arm
- Keyboard - USB Keyboard
- Mouse - USB Optical Mouse
- Warranty - Three (3) years next Business Day On Site
- OS - Windows Server 2012
- Other Requirements - Two (2) KVA UPS

2. **Rack (Data) Cabinet with lock**

- 4u Rack Cabinet Size
- 42 U Height
- Must have removable tail-bars at both top and bottom of the rear of the rack
- Can Accommodate four full height PDU's at rear of rack
- Tool less PDU Mounting kit
- Must include the 1U KVM Console with 18.5" LED Display
- Designed for maximum airflow and the reduction of thermal issues, which means greater efficiency and power savings for your data center
- Must Include the PDU to support all the Devices (Server, Storage, Switches)

3. **Firewall w/ support**

- 1000 base platform, Next generation multi-function firewall with application control NAT, IPv6, HA and Web GUI management S/W 1Gbps UTP x 6 ports, built-in, configurable (Max 4 ports for bypass) 1Gbps Fiber x 2 ports, built-in, configurable
- Anti-malware protection, Application filtering , ASIC VPN , DMZ port , Firewall protection , Intrusion Prevention System (IPS) , URL filtering , VPN support , Wall mountable , Web threat protection
- 8x5 tech support; 24x7 phone. Email and onsite support
- warranty and support: 1 year

4. **X509 1024-bit SSL Certificate encryption**

- **1024-bit** RSA Public key encryption to secure the server communications
- **Automatic:** servers can be configured to automatically take care of renewal of the certificate
- **Secure:** platform for advancing TLS security best practices, both on the CA side and by helping site operators properly secure their servers.
- **Transparent:** All certificates issued or revoked will be publicly recorded and available for anyone to inspect
- **Open:** The automatic issuance and renewal protocol will uses an open standard that others can adopt
- **Cooperative:** the certificate authority must be a joint effort to benefit the community, beyond the control of any one organization only

To ensure that proper maintenance and sustainment an appropriate training shall be conducted by the proponent as Essential part of Technology Transfer to prepare and equipped the Marina Office and its personnel in the overall operations and maintenance.

- The proponent shall provide a comprehensive training program on the operationalization, maintenance and sustainment of the system to qualified employees/staff selected by the Marina.
- Operation and Training manuals shall be provided to each participant.
- The Training shall be conducted and completed prior the formal turnover and acceptance.
- Train qualified Marina personnel in the Server and System Administrations.
- Venue of Training shall be determined by the proponents unless Marinaopted to conduct said training inside Marina premises.

TECHNICAL SUPPORT

The Bidder shall provide technical support via telephone/fax, on-site assistance to resolve technical and other related problems. Resolution can be delivered in the form of telephone, electronic and/or on-site resolution. It shall refer to a condition wherein the reported problem is resolved by the proponent to the satisfaction of the end-user.

The proponent shall resolve a problem within twenty four (24) hours after it was reported by Marinain any available and fastest means of communications.

WORK REQUIRED

- The supplier shall include additional components required to make the system operate, although not specifically detailed in this specification.

ACCEPTANCE PLAN

- A certificate of acceptance for any of the bid items shall be issued by the Marina only after completion of the scope of work and compliance to all the requirements.

VENDOR'S RESPONSIBILITY

- The provider shall Install and configure all deliverables.

MAINTENANCE, SUPPORT AND WARRANTY

- The bidder shall provide technical support via telephone/fax, on-site assistance to resolve technical and other related problems. Resolution can be delivered in the form of telephone, electronic and/or on-site resolution. It shall refer to a condition wherein the reported problem is resolved by the bidder to the satisfaction of the end user.
- To provide maintenance for the duration of the warranty period, adequate supply of parts must be readily available.

PROVISION OF DOCUMENTATION

- The solution provider shall provide a complete documentation for every deliverable and at every end of each development stage and milestone which must be submitted to the Marina for approval. The Marina shall own any and all documents and shall reserve the right to reproduce at no additional cost.
- The documentation must be written in English of durable construction with concise and high quality presentation to include but not limited to the following:
 - ✓ User Manuals
 - ✓ Technical/Reference Manual
 - ✓ System/Operation Manual
 - ✓ Troubleshooting and Installation Guides

TIME FRAME

The project must be completed within Thirty (30) calendar days from the issuance of Notice to Proceed.

TERMS OF LEASE

- The leased shall be for a period of One (1) year.

- Payment shall be made on monthly basis for One (1) year subject to submission of billing statement and other supporting documents by the winning bidder.
- The Provider shall turn over all equipment after the period lease.

APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is Eight Hundred Fifty Thousand Pesos (**₱850,000.00**), inclusive of all government taxes and charges.

OFFICIAL CONTRACT FOR EXPRESSION OF INTEREST

Interested applicants are invited to submit their letter of intent not later than _____ to:

MAY M. MANANGHAYA
OIC, Administrative Services Division
STCW Office
Maritime Industry Authority
984 Taft Avenue cor Kalaw St.,
Ermita, Manila