

## **TERMS OF REFERENCE**

### **SUPPLY, DELIVERY AND INSTALLATION OF COMMAND CENTER FOR MONITORING OF ASSESSMENT CENTERS**

#### **I. 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.

#### **II. OBJECTIVE**

The objective of the project is to provide a command center for the assessment centers of MARINA in order for the officers to monitor the aforementioned sites.

#### **III. APPROVED BUDGET FOR THE CONTRACT**

The Approved Budget for the Contract (ABC) is One Million Pesos (₱1,000,000.00), inclusive of all government taxes and charges.

#### **IV. VENDOR'S QUALIFICATIONS**

1. Bidders must submit proof of continuously operating in the Philippines for the past (5) years;
2. Bidders must submit proof of certificate from the manufacturer of the monitors for warranty and support;
3. Bidders must submit proof of completed project with a monitoring and command center within the last 2 years (Contract or Purchase Order).

#### **V. GENERAL SCOPE OF WORK AND DELIVERABLES**

This project includes system design, supply and delivery, installation, testing, commissioning and turn-over of responsibility and warranty of all equipment and systems of the proposed solution.

1. The work includes the furnishings of materials, consumable materials, facilities, civil works, labor, tools, equipment, test instruments, apparatus, specialties and other services necessary to complete the installation and

- commissioning of the Command Center which includes all peripherals and equipment system necessary for the completion of the project.
2. The provision of the necessary user, administrative and technical trainings that cover the usage, administration, manual processes/procedures.
  3. The winning bidder/contractor shall utilized the existing servers for the project.
  4. Winning Bidder/Contractor shall provide documentation for the purpose of operation and maintenance of all hardware and software delivered. This documentation includes all hardware and software manuals, and complete documentation of all installation, customization and performance tuning steps undertaken.
  5. Training of designated Maritime Industry Authority (MARINA) personnel. See Part VIII.

## **VI. PROJECT DELIVERY ADDRESS**

The winning bidder shall supply, deliver, install, test and commission the Command Center in the period of fifteen (15) calendar days from receipt of the Notice to Proceed (NTP) at the MARINA Building, Bonifacio Drive, cor. 20<sup>th</sup> Street, Port Area, Manila.

## **VII. WARRANTIES/GUARANTEES**

Winning bidders shall provide One (1) Year warranty on parts and service for the Command Center. The contractor shall indemnify the project owner from and against all liabilities from damages arising from injuries or disabilities to persons, or damages to property occasioned by any or omission of the contractor, or any of his subcontractors, including any and all legal expenses or otherwise.

## **VIII. TRAINING**

1. Training of designated Maritime Industry Authority (MARINA) personnel. Users and Stakeholders in the concepts/usage/administration/maintenance of the Command Center, its system/s administration, basic hardware installation and troubleshooting, manual processes /procedures / policies, or linkages, if any, among others, and must provide the following:
  - A. Training syllabi and materials
  - B. Certificates
  - C. Course and Instructors evaluations made by the participants
2. Winning Bidder/Contractor must provide a comprehensive, but not limited, to the training for system management, maintenance and design to technical personnel (All expenses shall be borne by the winning bidder):
  - A. Usage of the Equipment/Facilities;
  - B. Problem Isolation and Troubleshooting;
  - C. System Installation and Configuration and Fine Tuning;

## **IX. MANPOWER REQUIREMENTS**

The proposed project team shall be composed of following principal and key staff in the following field of expertise and/or specialization. There should be no overlapping of functions. With this respect, the persons' names and functions

must be explicitly specified. However, the consultant has the option to add more personnel depending on his work strategy. The curriculum vitae must be signed by the person.

Personnel	Role	No.
Account Manager	Point person for issues and concerns about the contract and deliveries	1
Project Manager	Person responsible for the execution of the project.	1
Project Engineers	Person responsible in preparing, scheduling, coordinating and monitoring the assigned engineering projects.	1
Trainer	Person in charge of training	1
Technical Documenters	Person in charge of project documentation.	1

*Function can be assigned to a person who can assume/perform several roles.*

## X. SCHEDULE OF REQUIREMENTS

No.	Item	Quantity	Unit	Delivery
<b>Main Unit</b>				15 days from NTP (Notice to Proceed)
1	Videowall Monitor	8	pcs	
<b>Accessories</b>				
2	Videowall mount bracket	8	pcs	
<b>Others</b>				
3	Office Chairs	4	pcs	

## XI. TECHNICAL SPECIFICATIONS

<b>Videowall Monitor</b>	
Screen Size	49" (48.50" measured diagonally)
Panel Technology	IPS
Resolution	1920*1080 (FHD)
Contrast Ratio	1,300:1
Brightness	450 cd/m <sup>2</sup>
Bezel to Bezel	3.5 mm
Bezel Width	2.3mm (Left / Top), 1.2mm (Right / Bottom)
Life time	50,000 Hrs
Surface Treatment	Hard coating (3H) Anti-glare treatment of the front polarizer (Haze 10%)

Input Connectivity	HDMI, DVI-D, RGB
External Control	RS232C (In/Out), RJ45, IR Receiver, USB
Power Supply	100-240V~, 50/60Hz; Built in Power
Smart Energy Saving	45W
VESA Mount	600 * 400 (mm)
Operating Temperature/Humidity	0°C~ 40°C 10~80%
Software Compatibility	Content Management Software: SuperSign W or Manufacturers Equivalent Control and Monitoring Software: SuperSign C or Manufacturers Equivalent
Special Features	Temperature Sensor Tile Mode (Up to 15 x 15) Natural Mode@Tile Mode Energy Saving Smart Energy Saving File Play with USB
Certification	Safety: UL / cUL / CB / TUV / KC EMC: FCC Class "A" / CE / KCC Energy Star: Yes (Energy Star 7.0)
Accessories	Mount Bracket and Video Screen Spacer
<b>Office Chair</b>	
Dimension	W64 x D70 x H118-128cm
Color	Blue
Materials	Backrest: 12mm thick plywood with 8.5cm thick foam on side & 5cm thick on center, covered with 235g/m2 gsm polyester fabric. Seat: 12mm thick plywood with 8.5cm thick foam on side & 5cm thick on center, covered with 235g/m2 gsm polyester fabric. Armrest: Polypropylene (Pp) Plastic. Gas lift: 120mm length black. Star base: 350mm dia black nylon. Wheel caster: 50mm nylon.