

## PEACE CORPS

### Overseas Request for Quotation (RFQ) for Supplies/Services/Equipment

Date: June 7, 2018

Peace Corps intends to offer a firm-fixed price contract for ***Dedicated Primary Office Internet Connection***.

Interested vendors should submit a quote for the services as described in this RFQ.

Quotes are due by the following address by 4:00 p.m. on **Wednesday, June 14, 2018**.

Any questions regarding the RFQ may be addressed to the same person. No phone inquiries will be accepted. Offers received after the closing date will not be accepted.

Name: John Bryan, Director of Management and Operations  
Address: Peace Corps, 11<sup>th</sup> Street (seaside), Sinkor, Monrovia, Liberia  
Email: jbryan@peacecorps.gov

#### A. Price/Period of Performance

Period of performance is one year, starting on July 10, 2018. Supplier should provide a quotation for a monthly rate based on Mbps and shall be for a Firm Fixed-Price. Quotation should also be inclusive of any administrative, overhead, or installation costs.

#### B. Statement of Work/Specifications

Dedicated Primary Office Internet Connection

Minimum guaranteed bandwidth required is 9 Mbps Dedicated Bandwidth (Symmetrical 9 Mbps upload/ 9 Mbps download). **\*\*Note:** Peace Corps will consider higher bandwidth in final contract depending on price of quotations.\*\*

- Bandwidth shall be shared between three (3) sites: Main office (11<sup>th</sup> Street, Sinkor, Monrovia); Kakata (Sub-Office) and Zwedru (Sub-Office)
  - Bandwidth pushed to Main Office – 7 Mbps upload/download
  - Bandwidth pushed to Kakata office – 1 Mbps upload/download
  - Bandwidth pushed to Zwedru Office – 1 Mbps upload/download
  - During idle hours at the sub offices, total Nine (9) Mbps bandwidth is pulled back to the Main Office.
- Other requirements include:
  - Six (6) public IP addresses;
  - All necessary equipment and accessories to ensure service is fully functioning and available at all times, including replacement due to age or malfunction;
  - Regular bandwidth monitoring reports provided as requested by Peace Corps;
  - No limitations on traffic/ports, never filtered or blocked, and no proxy servers;
  - Service provider keeps Peace Corps fully aware of all major changes to its systems and local or international failures/outages which may impact its services.
  - On-site, help desk, and/or telephone support at all times
- Please answer the following questions in your proposal:
  - What is the PTP connection type provided (i.e., fiber optic, radio)?
  - Does the provider have any monthly bandwidth usage limits?
  - Is the service package for unlimited data?
  - Are speeds ever throttled down after reaching a data limit?
  - How much time is required for setup and installation tasks?
  - Is there an uptime number or guarantee? – if “yes” please describe.
  - What customer support/ help desk support is available/ provided?
  - Is installation of any custom software required on the client side?
  - Will the service provider permit installation of a customer VPN encryption device?

- Does the provider allow the traffic of all Internet Protocols (IPs) (i.e., IPSec, UDP, TCP)?

**C. Acceptance Criteria**

Performance will be measured by regularly monitoring bandwidth speed, uptime and downtime ratio, and quality and speed of resolution of network problems.

**D. Peace Corps Payment Schedule and Terms**

Supplier will receive payment in approximately 30 days after acceptance and receipt of valid/accurate invoice as approved by Peace Corps Contracting Officer.

**E. Evaluation Factors:**

Award will be made based on overall value after consideration of the following factors as marked below:

- ✓ Price
- ✓ Technical capability as determined by responses to questions in Section B
- ✓ Past Performance/Reference Checks (provide minimum of 2 client references)

Award may be made to other than the lowest priced quotation. The award will be made to the total quotation that offers the best value in accordance with the above evaluation factors.

Minimum requirement to be considered technically acceptable includes:

- Ability to provide 9 Mbps dedicated bandwidth to main office and sub-offices as indicated in Scope of Work.

**F. Instructions to Vendors:**

- a. Please read RFQ in its entirety including factors that will be considered in making award
- b. Return completed RFQ by due date
- c. List/state any other terms not requested in the RFQ that is believed would benefit Peace Corps and would improve consideration for selection.

**SUPPLIER AUTHORIZED REPRESENTATIVE**

Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**RECEIVED BY PEACE CORPS**

Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date/Time: \_\_\_\_\_