

22 Oct 2020

Arts House Limited (AHL) invites interested vendors to participate in the following ITQ exercise

**ITQ REF: DC/IT/001/10/2020**

**DESCRIPTION**

Invitation to quote for supply, installation and configuration of Network Switches for Drama Centre at National Library Building

**REQUIREMENTS SPECIFICATIONS**

No.	Item Description	Units required
1	Cisco Catalyst 9200L 24-Port POE+, 4 X 1G, Network Essentials P/N: C9200L-24P-4G-E with 5 Years Warranty	6
2	Cisco Catalyst 9200L 48-Port POE+, 4 X 1G, Network Essentials P/N: C9200L-48P-4G-E with 5 Years Warranty	1
3	Cisco 1000BASE-SX SFP Transceiver Module, MMF, 850NM, DOM P/N: GLC-SX-MMD	14
4	<p>For installation and configuration of the above items, <u>project to be completed latest by 30 Dec 2020</u></p> <p>To include</p> <ul style="list-style-type: none"> <li>• manpower</li> <li>• timeline and schedule</li> <li>• any other relevant costs</li> </ul> <p>(Refer to annex 1 for drawing of NLB network switches and DC network zones for the installation and configuration)</p>	-

**INSTRUCTIONS & KEY REQUIREMENTS TO NOTE**

1. Quotation document must be password protected and submit via email to [procurement@artshouse.sg](mailto:procurement@artshouse.sg) with the ITQ reference number **DC/IT/001/10/2020** clearly indicated in the email subject line.
2. The password for the quotation document is to be sent to [rinachan@artshouse.sg](mailto:rinachan@artshouse.sg)

Vendors who wish to seek clarifications may contact Rina Chan via email at [rinachan@artshouse.sg](mailto:rinachan@artshouse.sg) tel: 6837 8401 or Ng Eng Khing via email at [engkhing@artshouse.sg](mailto:engkhing@artshouse.sg) , no later than 3 working days prior to the quotation submission deadline.

## **KEY TIMELINES & MATTERS TO NOTE**

1. Submission deadline for the quotation is **4 Nov 2020 12pm**. Any submissions received after the deadline will be considered void.
2. Successful party shall be contacted via email

## **GENERAL CONDITIONS**

### **1. VENDOR PROPOSALS**

- 1.1 Vendor Proposals and all accompanying documents, materials or other items that are submitted by Vendor in response to this open call shall become the property of AHL.
- 1.2 Vendor Proposals submitted shall remain valid for a period of three (3) calendar months and during such extension of the period as may be agreed in writing between Vendor and AHL.
- 1.3 Any Vendor that withdraw Vendor Proposal after the Closing Date are liable to be debarred from AHL's future quotations and tenders.
- 1.4 AHL does not bind itself to accept any of the Vendor Proposal submitted. AHL shall be under no obligation to accept the lowest or any Vendor Proposals.
- 1.5 AHL is not under any obligation to inform any Vendor of the reasons for non-acceptance of a Vendor Proposal.

### **2. CONFIDENTIALITY AND NON-DISCLOSURE**

- 2.1 The Receiving Party (Vendor) and its staff shall not disclose "Proprietary Information" or any information issued or furnished by or on behalf of the Disclosing Party (AHL).
- 2.2 In addition, the Receiving Party (Vendor) and its staff shall not make use of any information obtained directly or indirectly from Disclosing Party (AHL) or compiled or generated by the Disclosing Party (AHL) which pertains to or is derived from such information, without the prior written consent of Disclosing.
- 2.3 The Receiving Party (Vendor) shall not be in breach of the terms of this Agreement where any Confidential Information is disclosed under any law, regulation or court order or under the order of any statutory or regulatory authority to which the Receiving Party (Vendor) is subject, provided that the Receiving Party (Vendor) shall (where possible and legally permitted) notify the Disclosing Party (AHL) prior to making any such disclosure.

**Drawing of Network Switches @NL Building and Drama Centre network zones**

