OSCE Organization for Security and
Co-operation in Europe

T h e   S e c r e t a r i a t
Procurement and Contracting Unit
Wallnerstrasse 6, Vienna 1010 AUSTRIA

DATE: **18 October 2011**

SUBJECT: **Minutes of Pre-Bid Meeting**

The pre-bid meeting / site visit took place at 10.00am on 18 October 2011. The following questions were raised:

1.   Question:

The Terms of Reference foresee internet services provided by two ISPs. Do you require a managed multi-homing service?

1.   Answer

Yes that is what we require.

2.   Question

What is your minimum requirement for CPE hardware? We generally use 7000 series equipment but this can be much more expensive than a simpler router for example.

2.   Answer

We do not have any minimum requirement for CPE hardware. Bidders should offer whatever solution will meet the requirements for providing the services as described in the terms of reference. Lower specification equipment will not be disqualified as long as the services are provided as described.

3.   Question

Is the intention to share the load between the two internet service providers?

3.   Answer

Yes, load sharing is important and this functionality should be provided, however simplified routing should be considered in the technical solution.

4.   Question:

What lead times are accepted?

4.   Answer

A changeover plan must be submitted as part of the proposal. We do not anticipate the need for construction works, thus we would expect the services to be implemented from 8-12 weeks from the signature of the contract.

5.   Question:

Is internal cabling also required (from point of entry to server room)?

5.   Answer:

Yes it is required and must be installed at the bidders cost (unless you are able to make use of existing cabling belonging to Colt or Telekom Austria).