



Regional Security Office

American Embassy Dar es Salaam



Statement of Work

**INSTALLATION OF CCTV SECURITY SURVEILLANCE SYSTEM
AT
285 TOURE DRIVE, OYSTERBAY**

AUGUST 31, 2015

1. Background:

This Statement of Work is for the residence located at plot 285 Toure Drive, Oysterbay Dar es Salaam. This residence will need a new CCTV equipment installation for real time monitoring and retention of video images for evidence purposes and live remote viewing. Specifically, this CCTV security system is intended to act as a safety tool that is designed to capture and record videos within the vicinity of residence 285 Toure Drive. This system is to act as a deterrent to potential theft, provide a safe environment, help track all activities, and assist in the investigation of incidents.

2. Objectives:

The purpose of this project is the installation of new color CCTV system with new cameras, video recorders, flat LED monitors, keyboard controller, and miscellaneous supporting equipment.

3. Scope of Work:

The contractor shall provide all necessary equipment, labor and tools required to install a working Closed Circuit Tele-Vision (CCTV) system.

4. CCTV Requirements:

The primary function of a CCTV system is real time monitoring. The retention of image for evidentiary purpose is primary. The CCTV system must have remote viewing capabilities on 3G internet Personal Digital Assistants.

5. Specific Requirements:

- 5.1. The contractor shall coordinate with the Regional Security Office (RSO) to establish the best location for the storage equipment (DVR, NVR, etc.) in the guard booth and/or the data termination point in the residence below the stairs; and to determine the best locations for the cameras.
- 5.2. The contractor shall furnish two (2) complete sets of manuals with a table of contents in hard case three ring binder. This manual shall include programming guides, configuration manuals, and user guides. Manuals must include a flash drive with electronic versions of all documents, as well as any viewing and configuration software on CD or DVD.
- 5.3. Contractor has to provide drawing(s) of the general layout of the installation to show camera points and wire runs for approval before installation.
- 5.4. The contractor shall provide a matrix spreadsheet that references camera number, camera type (PTZ/Fixed), input number, location, etc.

6. CCTV Equipment:

- 6.1. All CCTV equipment shall be Bosch, Panasonic, AXIS, Siemens, CBC, PELCO, or approved equivalent.
- 6.2. The contractor shall supply and install one (1) network enabled Digital Video Recorder (DVR) or Network Video Recorder (NVR), 32 channels (minimum), 4 TB HDD (minimum), full HD, H.264 Compression, HDMI/VGA output up to 1080P, supports face detection. The Video Recorder must have a network interface, providing remote record review, live camera view, and PTZ camera control; on a PDA equipped with Internet Browser Software, and an Ethernet compatible connection. Network accessibility shall be password protected. The system shall have motion detection capability.
- 6.3. The contractor shall supply and install one (1) rack for holding the DVR or NVR.
- 6.4. The contractor shall supply and install nine (9) Pole Mounted IR Bullet Camera, color, day/night, full HD resolution not less than 2 Mega Pixel, weatherproof vandal-proof rated IP 66. The Cameras must provide full video images even in low light conditions, with clear picture that does not have washed out views and shadowed contour images. Bullet cameras are to be installed as per Figure 1. below.
- 6.5. The contractor shall supply and install three (3) Wall Mounted IR Bullet Camera, color, day/night, full HD resolution not less than 2 Mega Pixel, weatherproof vandal-proof rated IP 66. The Cameras must provide full video images even in low light conditions, with clear picture that does not have washed out views and shadowed contour images. Bullet cameras are to be installed as per Figure 1. below.
- 6.6. The contractor shall supply and install five (5) Angle Mounted External IR PTZ Dome Camera, color, outdoor, day/night, full HD resolution not less than 2 Mega Pixel, weatherproof vandal-proof rated IP 66. The Dome Cameras must provide full video images even in low light conditions, with clear picture that does not have washed out views and shadowed contour images. The Dome Cameras must have programmable presets, and preset tours. Dome Cameras are to be installed as per Figure 1. below.

- 6.7. The contractor shall supply and install one (1) Wall Mounted External IR PTZ Dome Camera, color, outdoor, day/night, full HD resolution not less than 2 Mega Pixel, weatherproof vandal-proof rated IP 66. The Dome Cameras must provide full video images even in low light conditions, with clear picture that does not have washed out views and shadowed contour images. The Dome Cameras must have programmable presets, and preset tours. Dome Cameras are to be installed as per Figure 1. below.
- 6.8. The contractor shall supply and install three (3) Pole Mounted External IR PTZ Dome Camera, color, outdoor, day/night, full HD resolution not less than 2 Mega Pixel, weatherproof vandal-proof rated IP 66. The Dome Cameras must provide full video images even in low light conditions, with clear picture that does not have washed out views and shadowed contours images. The Dome Cameras must have programmable presets, and preset tours. Dome Cameras are to be installed as per Figure 1. below.
- 6.9. The contractor shall supply and install one (1) flat LED monitor, 32 inches, Full HD, with HDMI and VGA inputs, to be installed at the guard booth with mounting bracket.
- 6.10. The contractor shall supply and install one (1) HD Keyboard for PTZ Dome Cameras, joystick control and PTZ functions to control camera views at the guard booth monitor.
- 6.11. The contractor shall supply and install Uninterruptable Power Supplies (UPSs) to provide protection and regulated power to the CCTV system. The UPSs should provide emergency power for a period of at least sixty (60) minutes.
- 6.12. The contractor shall supply and install all installation accessories to include cables (CAT6 or coax and power cables), mounting brackets, mounting adapters, junction boxes, CCTV power supplies, connectors and jointers, etc.
- 6.13. The contractor shall supply and install six (6) Stainless Steel or Galvanized poles. The poles should be elevated at least one meter above the concertina wire topper.
 - 6.13.1. Four (4) poles that will be located along the East (front) wall must have a goose neck.
 - 6.13.2. Two (2) poles that will be located at the West (back) wall corners must be straight.
- 6.14. The contractor shall test the CCTV system for proper operation; provide training for Mission personnel on proper system operation procedures and maintenance.
- 6.15. The contractor must ensure the Regional Security Office (RSO) is satisfied with camera views.

7. Installation Requirements:

- 7.1. Above the ground wiring shall be within surface mounted conduit or trunking, bare wires will not be accepted.
- 7.2. Underground wiring must be in conduit pipes and pulling chambers, with the use of only direct to ground wires (i.e. underground armored power cables, underground coax or underground CAT6). Trenches have to be at least 500 mm deep.
- 7.3. Outdoor junction boxes must be weatherproof.
- 7.4. All customary fabricated metal works (i.e. poles, brackets, etc.) must be Stainless Steel jointed with Stainless Steel rods, or hot deep galvanized with Epoxy primer & finish coat. Bolts and nuts must be Stainless Steel.

- 7.5. There shall be no splices or connections in conduit runs. Unless otherwise approved by the Regional Security Office. All splices are to be in accessible junction boxes, protected and labeled.
- 7.6. Outer sheathing of all wires and cables shall be permanently marked with printed labels at both ends near each connector.
- 7.7. Power will be labeled with the corresponding camera name, number, and camera location.

8. General Requirements:

- 8.1. A supervisor must be located at the site during the installation period.
- 8.2. The contractor will have ninety (90) days, counted from the date s/he received the Purchase Order to meet all the requirements in the Statement Of Work (SOW), including installing the material supplied and fabricated by the contractor, painting, cleaning, etc. A fully functional system must be commissioned within the specified period.
- 8.3. All works shall be of the highest standard. All material and equipment required under this contract shall be of the highest quality. Sample of the material must be provided by the contractor for approval before installation/application. Failure to receive such approvals may result in the contractor being required to redo the work with no additional compensation.
- 8.4. Any damage done by the contractor must be restored to the condition existing at time of award of contract during the installation time.
- 8.5. Any damage to electrical, water and other utility lines done by the contractor during excavation due to carelessness or negligence shall be repaired or replaced at the Contractor's expense.
- 8.6. All walls, ceilings, floors, furniture, etc., will be protected from damage due to water, staining, or falling debris created during the coring/sawing process. The Contractor, at the Contractor's expense, to the original condition, will repair any damage. All areas will be cleaned after core drilling.
- 8.7. The contractor is responsible to provide adequate protection for any floor, walls, doors, windows, furniture or equipment located in the building before any preparation and painting. All moved items should be put back to their original locations as work is completed.
- 8.8. The Contractor shall coordinate work of different trades with the Regional Security Office (RSO) so that interference between mechanical, electrical, plumbing, architectural, and structural work, including existing services, will be avoided.
- 8.9. When required, the Contractor shall provide necessary barrier and direction signs so that pedestrian and vehicle traffic is routed around the area while work is in progress.
- 8.10. All personnel engaged in the contract activities specified herein must be licensed by the Tanzanian government authority in those trades, crafts or professions that require licensing by such jurisdictions. The license must be of a grade or other level consistent with the requirement of the work being performed and/or as established by the above jurisdictions.
- 8.11. All outage requests must be submitted a minimum of 72 hours in advance to the Regional Security Office. Work should be planned in advance to give as much time as possible to schedule an outage. No work is to be done until official approval of the

request is given. There may be times when an outage request is denied because of insufficient lead-time or interference with ongoing activities and have to be rescheduled.

- 8.12. No unauthorized work shall be initiated without the prior approval of the Regional Security Office. Any request or proposal for changes in project scope and/or additional requirements must be submitted to the Regional Security Office prior to the Contractor proceeding with such related work. Any changes accomplished without prior approval, will be redone at the Contractor's expense.
- 8.13. Contractors should visit the job site and visit the building in order to determine if it's reasonable or necessary to ascertain the nature and location of the work to be performed in general, and the local conditions which can affect the work or the cost thereof. Failure to do so will not relieve the Contractor of his responsibility for estimating properly the difficulty or cost of successfully performing the work.
- 8.14. The Contractor shall be responsible for complying with any applicable laws, codes, and regulations in connection with the prosecution of the work. Additionally, the Contractor is responsible for obtaining all permits, licenses, etc. that are required by law.
- 8.15. The Contractor shall haul all removed debris from the project site and dispose of it in a proper, acceptable manner off the job site property. The debris created from this project will not be disposed of at the job site or on Mission property. Disposal of all waste material shall be in accordance with all applicable environmental regulations.
- 8.16. The Contractor shall notify the Regional Security Office for a final inspection.
- 8.17. The Contractor must coordinate access and activities with the Regional Security Office to avoid events where there appears to be conflict with other representational schedules.

9. Expertise Requirements:

The Contractor shall have experience installing and configuring CCTV systems. The Contractor must be licensed to complete all work. The Contractor shall provide proof of license where required.

10. Training:

The Contractor shall provide user and administrator training to Mission personnel, and G4S Security Guard to include on-site training. Coordination and scheduling for the training shall be done with the Regional Security Office. Training shall cover the following topics:

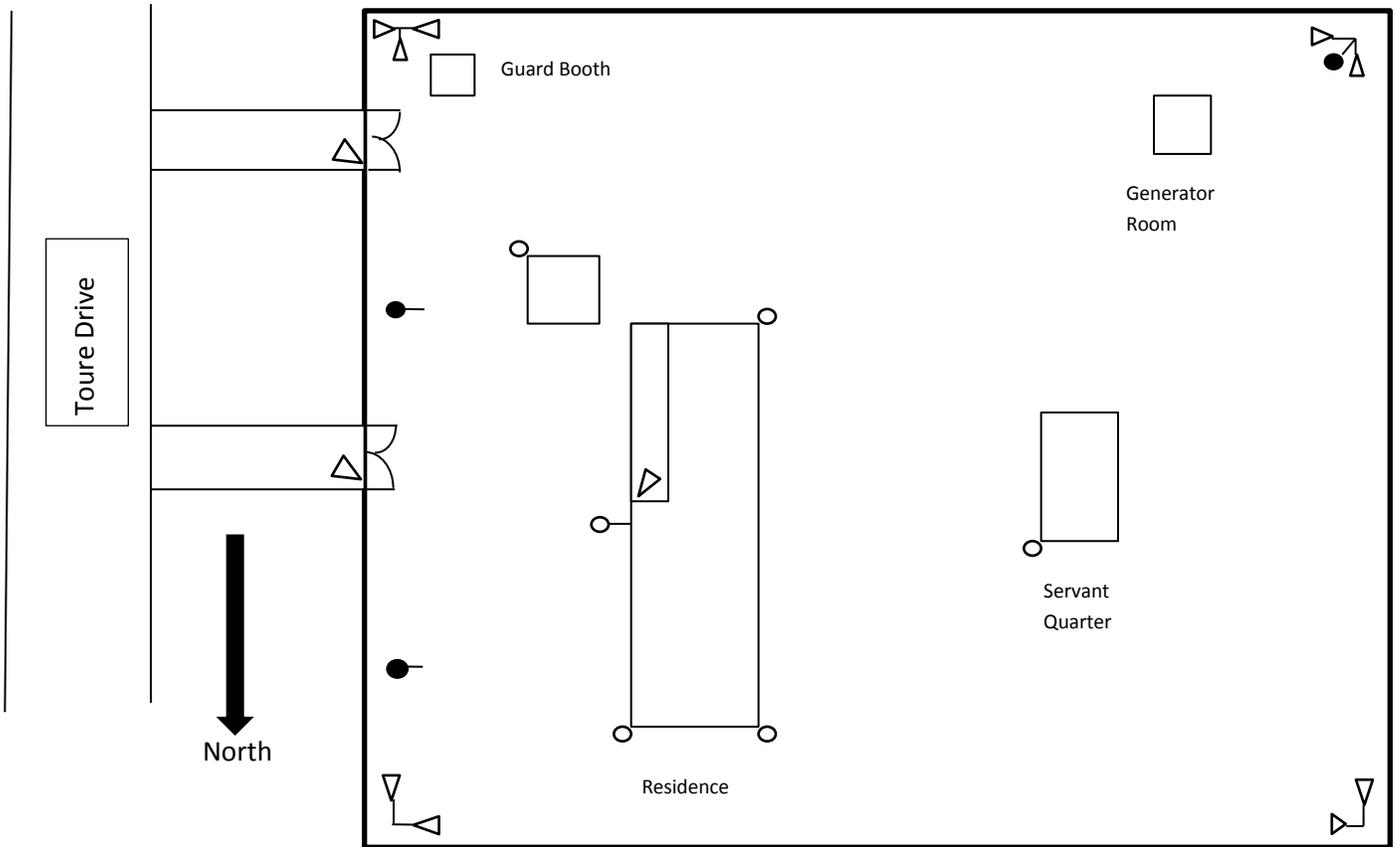
- Reviewing, saving, and archiving video files.
- Changing and selecting camera and multi-screen views.
- General user and administrator functions on the CCTV system.
- Remote full screen switching & viewing & pan tilt zoom operations using the keyboard controller.
- Remote full screen switching & viewing & pan tilt zoom operations using Personal Digital Assistants (PDAs) via 3G internet.

11. Warranty and Service:

- 11.1. The Contractor shall guarantee that all installed parts; components, systems, and workmanship meet the specifications set forth in this document. Additionally, the Contractor must warranty all Contractor supplied components, workmanship and/or systems for a (minimum) period of 12 months from the date of commission.

- 11.2. Should any Contractor supplied part, component, workmanship, or system fail within that period of time, the Contractor shall immediately replace or repair that part, component, or system within 48 hours at no further cost to the US Mission.
- 11.3. The Contractor shall not be responsible for the repair or replacement of any part, component, or system that fails due to fire, flood, riots, and vandalism or because of the misuse of equipment by US Mission employees.
- 11.4. The Contractor shall provide contact(s) that can be reach 24 hours, 7 days a week for emergency service.

Figure 1: Sketch of Camera Layout 285 Toure Drive



Key:

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| Pole Mounted Bullet Camera | |
| Wall Mounted Bullet Camera | |
| Pole Mounted External PTZ Dome Camera | |
| Angle Mounted External PTZ Dome Camera | |
| Wall Mounted External PTZ Dome Camera | |