



## **Terms of Reference (TOR) for Estate CCTV installation - West**

### **1. Introduction & Background:**

This TOR outlines PRB's commitment to enhancing security and safety across its housing estates. As part of this commitment, PRB seeks to procure and install a comprehensive CCTV Security System at four identified locations: Simla, Votua, Namaka, and Natokowaqa. This initiative aligns with PRB's strategic objective of ensuring safe and secure communities for tenants and staff while reducing risks of theft, vandalism, and anti-social behaviour.

### **2. Objective:**

The objective of this tender is to:

- Install reliable and modern CCTV systems at the identified estates.
- Ensure continuous surveillance coverage of critical areas including entry/exit points, communal areas, car parks, and key access routes.
- Provide a centralized monitoring solution with remote access capabilities.
- Deliver a solution that is scalable and future-proof.

### **3. Scope of Work:**

**The successful bidder will be required to:**

1. Supply and install CCTV cameras, network video recorders (NVR), storage devices, and necessary accessories.
2. Install supporting infrastructure including cabling, network switches, and power supply units.
3. Configure and commission the CCTV system with monitoring software accessible from PRB headquarters and estate offices.
4. Provide training to PRB IT and Operations staff for day-to-day management of the system.
5. Provide a minimum of 12 months warranty and support services after installation.



#### **4. Preferred Device:**

PRB's preferred CCTV device brand is Dahua, owing to its proven reliability, compatibility, and strong support in Fiji.

Bidders are invited to propose alternative brands they deem suitable, provided that submissions are accompanied by two to three references of past supply and installation projects.

#### **5. Deliverables:**

Complete installation and commissioning of CCTV systems at all four sites.

Handover of system documentation including network diagrams, configuration files, and user manuals.

Training sessions for PRB staff.

Post-installation support and warranty coverage.

#### **6. Evaluation Criteria**

Submissions will be evaluated based on:

- Compliance with scope and equipment preferences.
- Technical expertise and past experience in CCTV installations.
- Cost-effectiveness and value for money.
- Warranty and after-sales support.
- Proposed project timeline.

#### **7. Submission Details**

All tender submissions must include:

- Company profile and evidence of experience.
- Detailed technical proposal with system design.
- Costing and payment schedule.
- Warranty and support commitments.



#### 8. Submission

- **Labelling:** Tender 12/25 – Estate CCTV - West
- **Format:** Digital copy (PDF) via [PRB's tender portal](#) on PRB website [www.prb.com](http://www.prb.com).
- Addressed to:

**The General Manager  
Public Rental Board  
P.O. Box 5275, Raiwaqa, Fiji.**

- **Contact:** Avinal Singh
- **Phone:** 8360214
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