



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

1. Introduction & Background:

The Public Rental Board (PRB) is committed to enhancing estate security and improving access management for residents, staff, and visitors. As part of this commitment, PRB seeks to install an automatic boom gate system at the PRB Raiwai Estate to regulate and monitor vehicular access while ensuring safety and efficiency.

2. Objective:

The key objectives of this project are to:

- Improve security by controlling vehicular entry and exit points.
- Minimize unauthorized access to the estate.
- Provide a reliable, modern, and durable access management solution.
- Ensure staff are trained to manage and operate the system effectively.

3. Scope of Work:

The successful bidder will be responsible for the following:

1. Supply and Installation
 - Provide an automatic boom gate system (3 meters arm length).
 - Ensure system durability, weather resistance, and low maintenance.
 - Integrate system with access control features (remote, RFID card, intercom units)
2. Electrical & Cabling Works
 - Supply and installation of required electrical wiring, cabling, and conduits.
 - Connection to existing PRB power supply infrastructure.
3. System Commissioning
 - Full system testing to ensure operational efficiency.
 - On-site demonstration and handover upon completion.
4. Training & Documentation
 - Conduct staff training on daily operations, basic troubleshooting, and maintenance.



- Provide user manuals, warranty certificates, and system documentation.

5. Warranty & Support

- Minimum 12-month warranty on parts and labour.
- Post-installation support, including availability of spare parts and servicing.

5. Deliverables:

1. Fully operational boom gate system at PRB Raiwai Estate.
2. Training and capacity-building for PRB staff.
3. Documentation: warranty details, manuals, and project completion certificate.

6. Evaluation Criteria

Bids will be evaluated based on the following:

- Technical compliance with specifications.
- Company experience and references.
- Financial proposal and value for money.
- Warranty and after-sales support.
- Proposed project timeline.

7. Submission Details

Interested bidders must provide:

- Company profile with valid registration and compliance documents.
- Detailed technical specifications of proposed solution.
- Work plan with implementation timeline.
- At least 2–3 references of similar projects completed.
- Comprehensive financial proposal (itemized cost breakdown).

7. Reporting & Supervision

The contractor will work under the supervision of the PRB IT & Security Team and report directly to the PRB General Manager. Regular updates on project progress must be submitted throughout the implementation period.



8. Submission

- **Labelling:** Tender No: 13/25 – Installation of Boom Barrier at PRB Raiwai Estate
- **Format:** Digital copy (PDF) via [PRB's tender portal](#) on PRB website www.prb.com.
- Addressed to:

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

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