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3.	SERVER ROOM MAINTENANCE PLAN (8 CAMPUSES) 1. General Maintenance Overview Each server room will be inspected and maintained to ensure: - Maximum uptime and equipment longevity - Safe and secure access - Optimal environmental conditions - Proper documentation and compliance	All Sites																			
	2. Asset & Documentation Management - Maintain a full inventory of all equipment (server, switches, firewalls, UPS, etc.) - Label and Document all equipment with: - Asset Tag - Location ID (e.g., CampusCode-RackNumber-Unit) - Last Service Date - Keep updated network diagrams per campus																				
	3. Cabling & Rack Management a. Neat Cabling Standards - Use color-coded cables by function: - Blue: Data - Red: Critical servers - Yellow: Uplink connections - Green: Management interfaces - Label both ends of all cables with: - Device name - Port number - Patch panel ID b. Cable Management Tools																				

	• Velcro straps (avoid zip ties) • Horizontal & vertical cable managers in racks • Label patch panels, switch ports, and racks		
	4. Environmental Control & Aircon • Each server room must have a dedicated air conditioning unit ◦ Recommended: Precision AC with humidity control • Quarterly aircon servicing: ◦ Clean filters ◦ Check refrigerant levels ◦ Inspect drainage and airflow • Install temperature & humidity sensors ◦ Alert if temp exceeds 27°C or humidity > 60%		
	5. Lighting & Power • Bright, LED lighting with motion sensors • Emergency lighting in case of power outage • UPS for each rack: ◦ Test batteries quarterly ◦ Log battery health reports		
	6. Safety & Fire Prevention • Install fire extinguishers (CO2 type) in each server room • Fire alarm and smoke detectors must be tested monthly • No storage of flammable items in server rooms		
	7. Implement and Replace Access Control & Security • Limit access to authorized IT staff only • Secure door with electronic key/card access • Maintain access logbook or digital logs		

4.	<u>FIBER OPTIC CABLE IN CAMPUS/SITE BUILDINGS</u> Requirements for the replacement of existing damaged fiber optic cables and the installation of new fiber optic cabling within the campus/site buildings. The work includes: - Removal of old/damaged fiber cables (if applicable). - Installation of new single-mode/multi-mode fiber optic cables as per design. - Splicing, termination, and testing of fiber optic connections. - Documentation and labeling of all fiber runs. Materials & Equipment Specifications Fiber Optic Cable Type: Single-mode (OS2) or Multi-mode (OM3/OM4) as per design requirements. Outdoor/Indoor Use: - Outdoor: Armored, water-blocking, UV-resistant. - Indoor: Riser-rated (OFNR) or Plenum-rated (OFNP) as per building code. Connectors: LC/UPC or SC/UPC (as per existing infrastructure).	Mapulangeng Mashishing Mthimba Kanyamazane Mlumati Barberton	
5.	<u>Specification for New Network Points and Cabinets</u> 1. Network Points Installation (Structured Cabling) Scope of Work Installation of new network points throughout newly constructed buildings (e.g., admin blocks, labs, classrooms, libraries, offices, etc.) for data and VoIP services. Specifications Cabling Standard: - CAT6 UTP, solid-core copper, 23 AWG - Compliant with ISO/IEC 11801 and ANSI/TIA-568.2-D Cable Type: - Low-smoke zero halogen (LSZH) jacketed Cable Routing: - Routed via conduits, trunking, or cable trays as per building layout Faceplates: - Dual-port white ABS plastic faceplates with shutters - Label each port with unique ID (e.g., Room#-Point#) Patch Panels: 24/48-port CAT6 patch panels mounted in network cabinets Testing & Certification: - All links tested with Fluke DTX or equivalent - Provide certified test results for each point (PASS report)	Quantity to be confirmed after Site Inspection	
	2. Network Cabinets (Per Floor/Zone) Specifications Cabinet Size: 12U / 22U / 42U (depending on floor/site requirements) Form Factor: - Wall-mounted (for small areas) or free-standing (main comms rooms) Material: - Steel construction, powder-coated finish Front Door: - Tempered glass with lock Ventilation: - Fan tray with minimum 2 fans (for wall-mounted) - Roof-mounted exhaust fans for 42U cabinets Cable Management: - Vertical & horizontal cable organizers - Brush panels for cable entry Power Distribution: 6-way or 8-way PDU (IEC/SA compatible) Accessories: - Shelves for equipment		

	○ Earthing kits ○ Casters (for movable 42U units)		
		Standard Industry Rate	