Background

The Eastern Cape Department of Education (ECDOE) would like to roll-out Wi-Fi services at all public primary and high schools in the province. This Wi-FI service should provide access to an established educational server (called "*umfundisi wezinto*") and the Internet. Umfundisi wezinto is co-located at NTT Global Data Centers in Bonza Bay, East London. Of course the location of the schools makes it difficult to propose one network solution to provide WiFi services to all primary and high schools. Based on this factor, the EC DOE ICT Manager has decided to consult your team to:

1. Prepare a proposal with clear Terms of Reference.
2. Produce a high level Technical Proposal to respond to the RFP – This must include:

   - Understanding of the Eastern Cape Government Schools distribution using Districts & Local Municipalities
   - Provide possible network infrastructure, standards and technologies that must be provided at different schools and appropriate justifications
   - Include a realistic costing that accommodates the requirements of such a project.

You and your team would like to respond to this call and submit a proposal. Follow the key sections on the project proposal writing as per your lecture notes. This should include the key sections:

- Technical
- Management
- Cost
- Compliance

You need to consider the following as well:

- Proposal team (more focus on the skills of the team members, abbreviated CVs of each team member)
- Additional recruitable skills and expertise needed by your team (present a profile of needs skills and expertise; identify a service provider who you will sub-contract)

To meet the minimum criteria, the project must meet the following criteria:

- It is to be a unique endeavour
- It is to be completed within three (3) years
- It should be clear and recommend a sustainable network infrastructure.
- Should focus more on the technical technologies, standards, resources, infrastructure and devices needed

N.B. Any assumptions must be clearly outlines

Proposal

This must be very clear – and show the Terms of Reference.

Project Proposal

1. Title page
   - Project title
   - Names and student numbers
2. Table of Contents
3. Executive Summary
4. Overview
   - a. Purpose or objectives of this proposal
     - i. Identify the problem to be solved or need to be filled.
     - ii. What will be in scope and what is not going to be included.
     - iii. Explain how the project will be conducted.
   - b. Describe the appropriate ways to measure the success of the project and explain why your suggested measures are appropriate over alternative measures.
5. Expected Benefits and expected challenges for having a connected Province
   - a. Context and analysis
     - i. To provide context, briefly explain, why your organisation/team is interested in this project and how the proposed project will align to your organisational objectives
     - ii. Provide the key technical skills that your organisation/team to improve a reader of your proposal a balanced understanding.

      ▪   b. Identify the expected benefits and dis-benefits, ensuring they are informed by the strategic context (social responsibility context you have explained above).

              ■   i.   This paragraph is an opportunity to sell the value of your project to decision makers.

6. Costs
      ▪   a.   Estimate how much it will cost (provide reasonable breakdown).

7. Major Risks
      ▪   a.   Identify five (5) risks and quantify their potential likelihood and severity.
      ▪   b.   Indicate how each of the above-mentioned risks will be managed.

8. Compliance
      ▪   a.   BBBEE status level
      ▪   b.   disclosure of interest document
      ▪   c.   POPIA

9. Conclusion
10. References