

## Call for Tender

### CCTV project

#### **Background**

The Newham BID has identified the following issue: *“Newham Experiences anti-social behaviour issues as well as malicious damage to property and illegal dumping. In addition, the area is visited by drug users and others during times when there is little business activity. Some areas of Newham do not feel safe and there have been incidents of trespassing”.*

The recorded crime figures for Newham over the 12 months of Nov 2012 to Nov 2013, were 17 incidents of which 4 were of a residential nature, mainly for scrap metal and catalytic converters theft. There are also boy racers who meet regularly at night at the turning circle at the end of Newham Road and visits by travellers.

#### **Project Objectives**

1. To provide CCTV coverage to the areas used by the public in Newham to act as a deterrent to criminals and provide a safer environment.
2. To provide CCTV infrastructure that Newham businesses can access to monitor their own private premises.

#### **What is required?**

The Newham BID Final proposal states: *“Hi-tech CCTV cameras can be installed on the estate at various locations to give vulnerable areas coverage, both as a deterrent and to enable activity to be monitored”.*

Newham BID are looking for a supplier to install a digital CCTV system to provide coverage across the industrial and business areas of Newham. The system will cover public areas used by the workers of Newham such as roads and pathways, as specified on the map below.

This tender does not include the provision for businesses covering their own premises, however the CCTV system provided should be able to accommodate businesses linking their CCTV system into the Newham BID monitoring system should they so wish.

#### **Specification**

The following criteria have been drawn up as a minimum technical specification.

#### **General Overview**

The CCTV system will comprise of a wide area network of twenty 3.0mp day/night IP cameras with built in infrared capability and two IP high resolution License Plate Recognition cameras.

The cameras will be located on multiple private lease and freehold commercial buildings at various locations around the Newham region and transmit their images via multiple broadband (the host businesses) connections to a centralised recorder.

One IP camera is to be located in an undeveloped part of the site and will transmit images via a dedicated secure Wi-Fi link with all equipment at this location will need to be self-powered (i.e. solar or wind powered) mast mounted and protected by an anti-vandal spiked collar.

The recording capability should allow password-protected, secure, remote access for authorised personnel on smart devices and provide a reporting function to monitor user access.

Recording equipment

- Digital IP system
- 32 camera capability with 800 frames per second (25fps per camera)
- Server with 16TB hard drive or cloud server (to store at least 3 months of recordings on it)
- Network compatible
- Multiple user log in
- Multiple level administration and user permissions
- 30 day recording for all cameras at full 25 frames per second
- Users should be able to view live footage, playback recorded images from any location with 3g or broadband connectivity.
- All footage should be suitable to be used as evidence in court.

Cameras

CCTV: External 3.0MP IP Bullet camera with built in infrared 1 and 312mm lens  
Cameras to be minimum IP66 rated.  
H264 compression standard.

LPR: IP LPR camera with 10m range  
Cameras to be minimum IP66 rated.

Solar / wind generator Equipment

Supply and installation of solar panels and/or wind generator of sufficient power capability to run one 3MP bullet IP camera and dedicated secure Wi-Fi network to allow broadcast of images to receiver circa 100m away.

Requirements – please provide price per unit and a total cost (including labour).

<i>Equipment</i>	<i>Quantity</i>
Digital CCTV recorder	1
3MP IP bullet camera (weatherproof for external usage)	20
IP Licence Plate Recognition camera	2
First fix cabling (estimate)	450m
4m CCTV mast (including all groundwork and installation)	1
Anti-vandal spiked mast collar	1
Dedicated secure Wi-Fi network including transmitter and receivers	1
Solar / wind equipment (panel/s, brackets, battery/ies, enclosure/s, charge controller etc.)	1
Full training and user guides (for 5 users)	5
Comprehensive on site parts and labour warranty (for 4 years (the remaining life of the BID))	1
Maintenance contract until August 2018 (with option to continue)	1

Business proposal and agreement

The chosen supplier will provide Newham BID with a business proposal to give to businesses being asked to host CCTV cameras which will include:

- The required monthly energy usage to run the cameras and indicative costs for this;
- The required bandwidth and broadband requirements to run the cameras and the cost of upgrading bandwidth to accommodate the cameras (if relevant);
- Technical requirements (e.g. power consumption and bandwidth) and the resulting indicative cost per annum of hosting a recording device for the Newham CCTV system (where relevant);
- A specimen legal agreement to be used between Newham BID and the relevant business who will host the cameras, which will be used by Newham BID when securing a site for the cameras.

#### Maintenance

As specified in the table above, a maintenance contract and comprehensive on site parts and labour warranty, will be required until the end of the current BID period (until August 2018) with an option to continue if the BID is renewed for a further 5 years and/or businesses decide to pay.

#### Signage

The CCTV cameras should be highly visible (so as to act as a deterrent) and the legally required CCTV signage provided which will include the Newham BID Logo.

#### Licensing costs

Any relevant licensing costs should be identified in the tender response.

#### Data protection

The chosen supplier will be expected to develop a data protection policy for Newham BID for sign off by the Newham BID manager.

#### Timetable

Start date: 1<sup>st</sup> October 2014

End Date: 31 August 2018

Due to budgetary constraints the project will be rolled out over the life of the BID (although the majority of the capital works will be delivered in years 1 & 2.

The first phase will include the Licence plate recognition cameras at the entrance to Newham.

Once costs have been provided the ongoing timetable will be agreed between Newham BID and the supplier.

The supplier should provide recommendations on how they would phase the project as part of their tender submission. Due to the potential four year timescale, a specific contingency budget line should be included to accommodate capital price increases during this period.

#### Price

Newham BID is looking for competitive tenders, however a maximum guide price of £45,000 + VAT is given to include all the equipment, maintenance and warranties, contingency for the phasing of the project, licencing costs, signage, business proposal and agreement, data protection policy and labour.

#### Camera locations

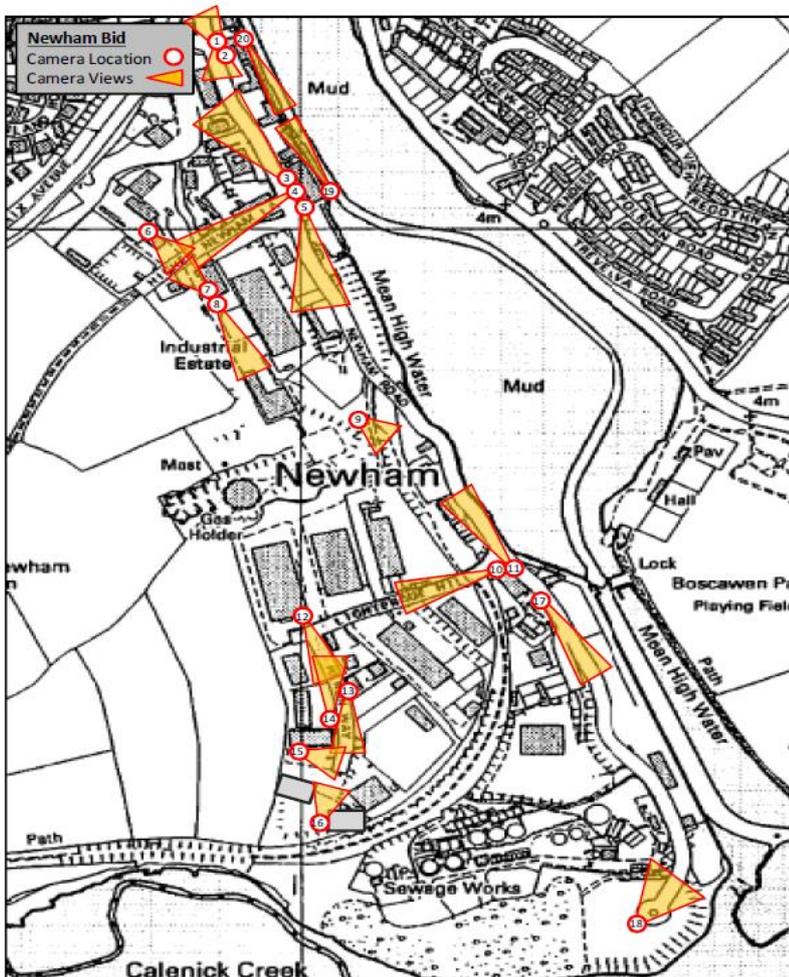
The cameras will ideally be located in the locations shown on the enclosed map, however no discussions have been had with landowners / tenants to date, so these locations may change. Bidders will be responsible

for making all power and data connections from the cameras to integrate into the host business and should make reasonable provision for the costs of such in their tender submission.

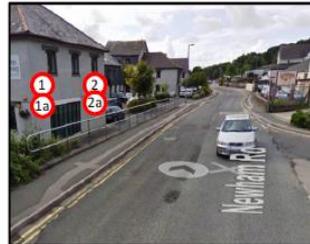
## External additions

The CCTV system architecture should be flexible, to allow for the addition of cameras or data streams to be easily retro-added to the system. For example, it may be advantageous to the BID to, for businesses to forward data from their own dedicated cameras to extend the coverage afforded by the BID infrastructure. Similarly, it may be that the host business requires that the data collected by the BID camera that they host, be forwarded (with the agreement of the BID administrator) to the host businesses system.

## Proposed Sites for Cameras



Newham Bid	
Camera Locations	
Camera 1	Newham Road 1 (outbound inc 1a ANPR)
Camera 2	Newham Road 2 (inbound inc 2a ANPR)
Camera 3	Newham Road 3
Camera 4	Higher Newham Lane 1
Camera 5	Newham Road 4
Camera 6	Higher Newham Lane 2
Camera 7	Heron Way 1 (Somar House)
Camera 8	Gas Hill (existing mast)
Camera 9	Lighterage Hill
Camera 10	Heron Way 2 (Tregagles)
Camera 11	Newham Road 5
Camera 12	Edhen Park 1
Camera 13	Edhen Park 2
Camera 14	Heron Way 3
Camera 15	Riverside House
Camera 16	Truro Tech Park
Camera 17	Newham Road 6
Camera 18	Turning Circle
Camera 19	Riverside Walk 1
Camera 20	Riverside Walk 2



## **TENDER PROCESS**

### **Tender Documentation**

The tender documentation should provide information on the following:

- Details of how you would approach this project, highlighting the steps you will go through to achieve our objectives and the tender specification, including proposed phasing of the project.
- Introduce your team and their capabilities and identify who will be leading the project team.
- Details of examples of any similar projects that you have completed.
- Project cost. Please provide the total cost for the contract but also your fees relating to this project per team member including hourly rates. This is relevant for comparing quotes.

The tender will be awarded on the basis of track record and relevant experience, expertise, and value for money.

### **Deadlines**



newham business improvement district

Tenders must arrive no later than 12.00 midday 15<sup>th</sup> September 2014 and be valid for a minimum of sixty days from this closing date. Please submit any questions by the 8<sup>th</sup> September 2014 and we will distribute answers to all tendering parties. You are welcome to arrange a meeting for a walk around Newham to familiarize yourself with the area with Alison prior to submitting your tender.

Depending on the number of tenders received, companies may be asked to attend an interview to give Newham BID the chance to meet the relevant company project teams (this would be on either a Monday or Tuesday in September).

**For any further information please contact Alison Elvey, Newham BID Manager on 07817385998 or by emailing [alisonelvey@newhambid.co.uk](mailto:alisonelvey@newhambid.co.uk). Details are also on the [www.newhambid.co.uk](http://www.newhambid.co.uk) website.**